

Woodruff Place EID

Economic Improvement District

EID Board Meeting

Meeting Minutes

7:00 PM, Tuesday, November 10 via Zoom video call due to COVID-19

Board members present: Linda Gilkerson; Missy Ellis; Lyle Bass; Paul Russell; Will Pritchard; Charlie Neill

Board members absent: Missy Ellis

Guests: Tom Abeel; Katie Neill; Hannah Saunders; Cailin Ellis

Minutes:

The meeting was called to order at 7:08 p.m.

The meeting began with introductions then moved to approval of the minutes from the September 8 meeting. Paul made the motion for approval, Linda seconded it, and all voted in favor.

Paul brought up new business of reallocating previously approved fountain funds to a new configuration of fountain projects. These projects include lights for the South Middle fountain landscape; a pump for the Cross-West fountain, which has been broken all summer; other pump purchases; electrical upgrades; filter boxes and filters; hoses; and electrical cord. The board discussed the expenses; then Paul moved to amend the budget. Charlie seconded the motion, and it was approved unanimously. Paul will work with Linda and Will to update the budget records to reflect the reallocations. Cailin offered to provide more resources for bid procurement. See Exhibit A for revised fountain budget.

Linda reviewed the treasurer's report. Missy moved it be accepted; Paul seconded the motion; and the board voted unanimously to accept. Hannah expressed an interest in taking on the treasurer's role when Linda's term expires. An explanation of the EID board membership process was provided. The role of the City-County Council in the EID structure as well as Woodruff's relationships with IHPC, KIB, and grant providers were also reviewed.

Will presented the 2021 budget, currently a standard set of numbers based on the EID business plan's allocation schedule. The City-County Council deadline for the budget is imminent; they will vote to approve it. Paul moved and Charlie seconded to accept the budget. All voted in favor. As fiscal needs become more apparent, those proposed allotments will likely shift.

The Town Hall kitchen renovation should be complete by the end of November, so EID monetary commitments to that project will be paid out soon. The numbers may be different than originally anticipated.

Tom followed up on an email he had earlier sent out to board members regarding street lights. It is his intent to continue upgrading the lighting units as rapidly as possible, which will mean spending less on rehabbing light posts at this time. He welcomes any extra funding that may be available.

Will will send DPW an invoice soon. Missy continues to pursue the proposed MOU with DPW regarding maintenance of Woodruff's historic infrastructure. (A counter-proposal to the city's original contracted offer has been submitted). Cailin works for the city government and offered to help with both projects.

The meeting was adjourned at 8:12 p.m.

Prepared by:

Missy Ellis

Missy Ellis, WPEID Board of Directors

Exhibit A:

Revised 2020 fountain budget:

The "Third Adjustment" was approved by the EID board.

	EID Funds				DPW Funds				Total
	Original Budget	First Adjustment	Second Adjustment	Third Adjustment	Original Budget	First Adjustment	Second Adjustment	Third Adjustment	Adjusted Budget
Fountains									
Install GFCI Outlet in Cross West for Sump Pump	\$ -				\$ 1,000			\$ -	\$ 1,000
Replace Small Fountain panels on East North.	\$ -				\$ 2,700			\$ (2,700)	\$ -
Repair Motor Starter on Cross Drive West	\$ -				\$ 800			\$ (800)	\$ -
Landscaping for Middle Drive South	\$ -				\$ 5,000			\$ -	\$ 5,000
General Electrical and Plumbing repairs and upgrades	\$ -				\$ 5,000			\$ (5,000)	\$ -
General Concrete Basin Repairs	\$ -				\$ 3,500			\$ (3,500)	\$ -
Small Pump replacements for "Mileaged Out" Pumps	\$ -				\$ 750			\$ 620	\$ 1,370
Sump Pump for Cross West	\$ -				\$ 100			\$ -	\$ 100
Unexpected Pump Repairs	\$ -				\$ 3,500			\$ (3,500)	\$ -
Complete South Middle Dr fountain	\$ 16,000				\$ -			\$ (2,100)	\$ 13,900
South Middle Bollard Lights								\$ 8,400	\$ 8,400
Cross West Pump Replacement								\$ 3,800	\$ 3,800
Alley panel upgrade (North, West, Middle)								\$ 4,125	\$ 4,125
									\$ -
Replacement Filter Boxes								\$ 345	\$ 345
Elect. cord, Replcment fill hoses, South Middle Filter								\$ 310	\$ 310
	N/A				\$ -				\$ -
Subtotal - Fountains	\$ 16,000	\$ -	\$ -	\$ -	\$ 22,350	\$ -	\$ -	\$ (0)	\$ 38,350