

Roll Call- Erin Heins, Robin Bostrom, Nancy Dunt, Derek Heins, Greg Ptacek, Tyler Hemry, Gail Hackman, Karla Organist, Dick Woodard, Carolyn Havenstrite, John Pleggenkuhle

Absent – Amie Johansen, Patti Heuton, Jon Biederman, John Pleggenkuhle

Approval of Agenda – Karla Organist motioned, Dick Woodard seconded and everyone agreed that we approve the agenda with the notion to move letter D to A under the President’s Report.

Approval of Minutes – will correct the spelling of Jodi Grangers name. Greg Ptacek motioned, Carolyn Havenstrite seconded and everyone approved.

Treasurer’s Report –

- A. May report – Will add a category for “Transfers” to the report to better track grant funds that go in and out of the general checking account. The internet bill was much higher than expected. Erin Heins motioned to upgrade the US Cellular plan to the 10 gig until we can look into further options, Karla Organist seconded. Motion carried. Greg Ptacek motioned to have a committee review phone and internet options. Committee will be Tyler Hemry, Greg Ptacek, Derek Heins and Carolyn Havenstrite. Karla Organist seconded. Motion carried.
- B. Façade Master Plan Payments – Invoice 9 to Martin Gardner for \$10,539.94. Tyler Hemry motioned to pay this invoice, Greg Ptacek seconded. Motioned carried. Invoice 8 to Upper Explorerland for \$781.54. Greg Ptacek motioned, Dick Woodard seconded. Motion carried. Karla Organist abstained.
- C. Multi-Family housing Payments – Invoice 4 for \$12,595.04 to AHTS Design Services. Erin Heins motioned, Greg Ptacek second. Motion carried. Invoice 399446, motion by Greg Ptacek to pay, second by Gail Hackman. Motion carried.

Presidents Report

- A. Director’s Focus –(Greg) Discussion was held on how to provide better direction on what to have the program director focus on since it is a part-time position at 25 hours per week. We decided the director should spend 75% of her time on Big Projects and 25% on committee projects. Right now the big projects are more important and the program director has a lot of knowledge on the Façade Master Plan and the Multi-family housing project. Carolyn Havenstrite and Nancy Dunt will come in on Wednesday afternoons to help run errands or stuff envelopes, or do whatever they can help with. Derek and Greg will put the Treasurers report in to an EXCEL spreadsheet to eliminate time and hassle with that.
- B. Multi Family Bid report – Bids came in high, the lowest bid was 1.9 million. The general contractors only received 1 bid for the mechanical and electrical. We have 45 days to accept or reject the bids. The architect is in contact with Matt Construction, who submitted the low bid, to find out why the bids were so much higher than the estimates. The state has

granted additional time to complete the project. A request will be made to the state to reallocate other disaster funding that would be returned from another Fayette County project. An official letter will be submitted through UERPC and INRCOG. UERPC has submitted a contract to cover the Davis Bacon requirements that are now needed for the Multi-family housing project. The original contract does not cover this service. They have submitted an amendment to the original contract for an additional \$7000.00 to cover this service. Dick Woodard motioned to approve, Greg Ptacek seconded and everyone approved. Karla Organist abstained.

- C. Multi-family loan agreement – This was tabled as there is no contract yet. We are waiting to hear back from the State of Iowa on what was submitted by UERPC.
- D. Pledge Drive follow up – A second invoice will be sent to those who have not yet made their pledge payment. There are only a few unpaid at this time.

Committee Reports –

- A. Design Committee – Time capsule has been installed.
- B. Organization –The annual Golf Tournament is set for June 22 with a 9:00 am start. Get your teams together. Will also be having a food stand on the 4th of July.
- C. Promotions – Two umbrellas have been purchased. They were a little over budget but they are extremely happy with them. Eight bag chairs have been donated by committee members and will be rented out during the upcoming plaza concerts as a small fund raiser.
- D. Business Improvement – The bags for the Welcome to West Union project are done and out at City Hall to be picked up by new residents. Project was well received.

Directors Report

- A. Summer Newsletter – should be ready to distribute by July 1st.
- B. Façade Project update – meeting scheduled for June 13th to update building owners on the project progress.
- C. State Fair – West Union is scheduled for Sunday, August 11 from 9:00 a.m. – 9:00 p.m. Will focus on promoting West Union and Fayette County.
- D. Community Events update – Streetscape grand opening is set for July 11 with tours beginning at 1:00 p.m. and the official ceremony at 3:00 p.m.
- E. Office signage – Greg Ptacek motioned to move ahead with the signage as long as the hours are added, Gail Hackman Seconded and everyone approved.

Karla Organist motioned Dick Woodard seconded and everyone approved to adjourn.

Meeting adjourned at 7:15 p.m. Respectfully submitted by Erin Heins, secretary
11 volunteer hours logged. Next meeting: July 9, 2013