



OFFICE OF THE CITY CLERK

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Public Notice of the City of Sun Prairie, pursuant to Section 19.84, Wisconsin Statutes, is hereby given to the public and to the news media, that the following meeting will be held:

BID BOARD FEBRUARY MEETING

DATE: THURSDAY, FEBRUARY 03, 2022 **TIME:** 8:30 AM

LOCATION: COUNCIL CHAMBERS / HYBRID MEETING
MUNICIPAL BUILDING
300 EAST MAIN STREET
SUN PRAIRIE, WI 53590

Please use the below instructions to participate and watch the meeting remotely. The vast majority of meetings air and stream live; however, in the case of simultaneously scheduled meetings, some meetings may only be available to stream on demand later at sunprairiemediacenter.com or on the Sun Prairie Media Center app.

1. **WRITTEN COMMENTS:** You can send comments on agenda items to cburke@cityofsunprairie.com
2. **WATCH THE MEETING:** You can watch the BID Board meeting in several ways:
 - **Television:** Watch live on Roku, Apple TV, channel 983 on Charter or channels 13 or 1013 on TDS
 - **Online:** Stream at sunprairiemediacenter.com or on the Sun Prairie Media Center app.
 - **Register in advance for this webinar:**
<https://us02web.zoom.us/j/83051925809?pwd=bXI4ZlVJbE1MMUZEM0JRSVdacEtdQ09>
 - After registering, you will receive a confirmation email containing information about joining the webinar.

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF MINUTES**
 - A. Approve January 6, 2022 Meeting Minutes
 - B. Approve January 27, 2022 Meeting Minutes
3. **CITIZEN APPEARANCES/PUBLIC COMMENT**

4. **APPROVAL OF BILLS. Total = \$2,862.17**

- A. BVM, SP Neighbors March 2022 Print ad - \$343.00
- B. Go Daddy, 2022 DowntownSunPrairieWI.com Domain - \$19.17
- C. Great Race, 2022 Sponsorship Payment - \$2,500.00

5. **APPROVAL OF ALLOCATION OF INCOMING REVENUE. Total = \$500.00**

- A. The Loft at 132, Sponsorship of The Great Race - \$500.00

6. **CHAIRPERSON'S REPORT**

7. **MANAGER'S REPORT**

8. **UNFINISHED BUSINESS**

- A. For consideration, discussion and possible action regarding Committee Reports
 - a. Executive
 - b. Beautification
 - c. Business Recruitment and Retention
 - i. Retail Guild Work Group
 - ii. Restaurant and Bar Owner Work Group
 - iii. Specialty services Businesses Work Group
 - d. Event
 - i. Sponsorship Work Group
 - ii. Vote to Approve Event Sponsorships: Full Year at \$2,500.00 from Bank of Sun Prairie; Artful Wine Walk, Fall Beer Taste, and Ladies Night Out totaling \$900.00 from Faded Roots Boutique
 - iii. Consideration of Vote to Approve Artful Wine Walk Items Legacy as the Wine Distributor, Ticket Prices, and Reimbursements

9. **NEW BUSINESS**

- A. Review 2022 Sponsorship Application: Farmer's Market - Sarah Wells, Market Manager

- B. Review 2022 Sponsorship Application: Nibble, Walk & Talk (formerly Taste of Sun Prairie) - Justin Wilson, Lions Club
- C. Review RFP Timeline for 5 Year Strategic Plan 2/4 = RFP Closes
 - 2/11 = Evaluation Team Review of Scores with Finance
 - week of 2/21 = Agency presentation/s to Evaluation Team
 - 2/28 = Recruitment & Retention Committee meets to review Evaluation Teams assessment and recommendation
 - 3/4 = R&R Recommendation to the BID Board for consideration to approve Agency
- D. Consideration of Vote to Approve 2021 Annual Review document presented at the 1/27/22 Annual Meeting

10. **OTHER BUSINESS**

11. **REFERRALS TO STAFF OR COMMITTEE FOR REVIEW OR ACTION**

12. **ADJOURNMENT**

Posted: February 1, 2022

Posted: Sun Prairie City Hall
300 East Main Street

Sun Prairie Public Library
1350 Linnerud Drive

Sun Prairie Utilities
125 West Main Street

Members

Dan Callies (2023)

Mary Polenske, Council Rep (2022)

Rose Freidel (2024)

Jenny Stebnitz (2022)

Adam Bougie (2022) – Chair

Ankit Janamanchi (2022)

Jeff Gauger (2023)

Bill Howe (2024)

Deb Krebs (2023) – Secretary

Patrick DePula (2024)

Marta Hansen (2022) – Vice Chair

NOTE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the City Clerk's Office, 300 East Main Street, Sun Prairie WI 53590 (608) 837-2511

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.