



**THE DOWNTOWN ECONOMIC IMPROVEMENT DISTRICT,  
INC. BOARD MEETING MINUTES**

May 8, 2020  
Virtual Meeting

**Board Members Present:**

Scott Anderson, Kelly Coures, Brad Ellsworth, Stephanie Engelbrecht, Jeff Justice, Wayne Kinney, Stacy McNeill, Tresa Miller, Harold Mirambell, Stephanie Morris, Alyssia Oshodi, Johnathan Pope, Phillip Roberts, Stephanie Terry, and Heather Vaught

**Guests:**

Tara Barney

**Counsel Present:**

Mike Schopmeyer

**Staff Present:**

Joshua Armstrong, Adam Trinkel, and Vicki Schmitt

**CALL TO ORDER**

Chair Jeff Justice called the meeting of the Downtown Economic Improvement District to order at 7:33 a.m.

Quorum was present.

**REMONSTRANCE OF  
ASSESSMENTS**

Josh reported he was contacted by the Hadi Shrine Temple that they missed the date to appeal their assessment that totaled \$1,740.26. Josh explained they are having a hard time, and unfortunately, the bookkeeper for the Hadi Shrine did not open the property tax statement but instead just paid the property taxes.

Josh advised that the Hadi Shrine Temple originally opposed the EID tax assessment; they did not pay in 2018 but did in 2019. Josh proposed they pay this year's assessment and then refund their assessment fees for 2020. He recommended the EID be supportive of the Hadi Shrine due to the issues they have with the pandemic and to simplify the process for the auditors office.

Kelly Coures moved to accept the Hadi Shrine request; Brad Ellsworth seconded the motion. The motion was carried.

## **SECRETARY'S REPORT**

### **Approval of Minutes**

The minutes of the March 18, 2020 meeting were approved as written.

## **TREASURER REPORT**

Treasurer Stephanie Morris presented the financial reports for March and April 2020. Due to event cancellations and the decrease in event sponsorships, she may present an updated budget at the July Meeting.

Josh explained the main purpose of the events was to drive traffic to downtown rather than the generation of revenue. As far as a decline in assessments, it is uncertain how many rate payers may delay paying their spring tax assessments.

Stacy McNeill moved to accept the financials as presented; Scott Anderson seconded the motion; motion was carried.

## **EID MOU DISCUSSION**

### **MOU Between Southwest Indiana Chamber & EID**

Chair Jeff Justice stated that due to the COVID-19 outbreak the EID and Chamber have not been able to participate in discussions about how the agreement has been working, if the costs are equitable, etc. Therefore, an amendment to the current MOU agreement was created so either party has until September 20, 2020 to provide written notice to terminate the MOU Agreement.

Josh stated it was the recommendation from the Executive Committee to extend the deadline date until September 30 to ensure both parties have time to reach a decision.

Kelly Coures moved to approve accepting the amendment as stated above; Wayne Kinney seconded the motion; motion was carried.

### **MOU Between the EID & Downtown Evansville Development Corp**

Mike Schopmeyer explained the MOU Agreement with the Downtown Evansville Development Corporation (DEDC) only has slight changes.

The Downtown Evansville Development Corporation is operated as a 506c3 and can assist the EID by administering and the distribution of property and being eligible for grant opportunities.

Schopmeyer stated the MOU is for a one-year term and will renew for consecutive 90-day terms unless one of the two parties elect to not renew the MOU. Either party must provide written notice of intent to terminate the agreement 60 days prior to end of the term.

Kelly Coures moved to approve the MOU revisions. Phillip Roberts seconded the motion; motion was carried.

## **DIRECTORS REPORT**

Josh Armstrong reported on the following:

### **COVID-19 Response**

Josh reported the EID's response to COVID-19 consisted of:

- Installation of five handwashing stations throughout downtown.
- Created the COVID-19 section of their website.
- Began disinfecting high touch surfaces twice a week (railings, benches, light changing buttons).
- Added virtual tip jar to the website which has gotten some state and national attention.
- Began including more storytelling on the website and will soon be adding short video clips.
- Directing residents and businesses to where to find resources.
- Partnered with the DEDCP to purchase 800 bottles of hand sanitizers for the businesses on Main Street to disperse to their customers.
- Sharing best practices and where to find resources.
- Listing of businesses that are open.
- The Small Business Saturday event planned for May 30 will be moved to a virtual platform. In addition, the EID plans to partner with Henderson to help drive traffic.

### **Upcoming Large Events**

Josh asked the board for its recommendation on holding large events this year. A decision would need to be made by June 1. He advised that he had some concerns of the 4<sup>th</sup> of July fireworks. Besides the health safety concern, the two largest corporate sponsors of the fireworks have been closed for several weeks.

He pointed out the first installment to the professional pyrotechnic company has already been paid, however, there would be more expenses other than the fireworks and vendor services.

**Discussion**

A suggestion was made to partner with WNIN to run a previous video of a fireworks display and tie in with a telethon that would allow people to add their own hashtags.

The board liked the idea of a virtual opportunity; however, it considered the EID’s first priority was to the community’s safety. Josh and Adam will discuss ideas and get back to the board. Stacey McNeill asked that she have a sidebar conversation on this with Josh.

**Banners**

E for Everyone banners have been created by Gray Loon and are ready to be posted.

In addition, if sponsorships can be raised, Josh would still like to display banners highlighting veterans beginning in July.

**BOARD COMMENTS**

Alyssia Oshodi, the newly elected president of the Downtown Neighborhood Association (DNA), introduced herself as a new board member.

**RATE PAYER COMMENTS**

None.

**NEXT MEETING**

The next meeting of the EID Board is scheduled for July 10, 2020.

**ADJOURNMENT**

The meeting was adjourned at 8:20 a.m.

**COMMITTEE ACTION ITEMS**

**Approved** – Hadi Shrine Temple’s request appeal 2020 tax assessment

**Approved** - Minutes from the March 18, 2020 Meeting

**Approved** –March and April 2020 Financial Reports

**Approved**- Amendment of MOU Agreement with Between SWIN Chamber and EID

**Approved** – Revision of MOU Agreement Between EID & DEDC

Submitted by,

A handwritten signature in blue ink, appearing to read "P. Roberts", with a long horizontal flourish extending to the right.

Phillip Roberts  
Secretary

Prepared by,  
Vicki Schmitt, Executive Assistant