

Bentzin Family Town Square COMMISSION

MINUTES

Wednesday, November 1, 2023

1. Call to order

The Bentzin Family Town Square Commission in person on November 1, 2023. The meeting was called to order by Brian Konz. Members present were: Melissa Lampe, David Zimmerman, Brian Konz, Bonnie Hertel, Robin Kauffman, Katie Keepman. Not present: Dan Bartz. Also present were: Kristine Butteris, Stephanie Juhl.

2. Review and approval of minutes:

Melissa made motion to approve. Dave seconded. So moved.

3. Review and approval of financial reports

Steph to check on payment received by RDA for grand opening funds. Robin made motion to approve financial report. Melissa seconded. So moved.

4. Citizens to be heard

No one present – someone mentioned for Steph to check into Sugar Island on food truck vendors and rates.

5. Business

a. Discuss and Approve: final reservation packet

Melissa made a motion to approve the packet as presented with the option to re-evaluate in November 2024. Bonnie seconded. All approved.

b. Discuss and Approve: potential groups exempt from fees

Policy is to have group wanting fees waived to write a letter to the commission for fees to be waived or adjusted. Dave made a motion. Melissa seconded. All approved.

c. Discuss event banners at BFTS – Banners can go up the day of the event or day prior to event. Steph to approve design. Discussion on size requirements but the topic was tabled for next meeting or when Steph puts together a policy to review.

d. Discuss priorities from year to year

Parks receive first choice on all dates, then open to everyone else. New reservations open October 31 for the following year. Steph reserves the right to stagger “like” events. Policy to be made.

e. Discuss Winter programming ideas from members: Send event ideas to Steph. Snow machine, snow person contest, ice skating, curling lessons, cocoa and smores pop up event, traveling light show, globes, dog sled pulling race.

6. Event Coordinator's Report:

*Review and discuss report.

7. Adjournment – Next meeting date December 4, 2023

Brian motioned to adjourn the meeting. Bonnie 1st, Melissa seconded. All approved.