

Bentzin Family Town Square COMMISSION

MINUTES

Monday, September 18, 2023

1. Call to order

The Bentzin Family Town Square Commission in person on September 18, 2023. The meeting was called to order by Brian Konz. Members present were: Melissa Lampe, David Zimmerman, Dan Bartz, Brian Konz, Bonnie Hertel, Robin Kauffman
Also present were: Kristine Butteris, Stephanie Juhl.

2. Review and approval of minutes:

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

3. Review and approval of financial reports

Robin made motion to approve financial report. Bonnie seconded. So moved.

4. Citizens to be heard

No one present

5. Business

a. Review and discuss duties of the commission and possible subcommittees.

Fundraising and Programming were mentioned. Robin thinks we can get the programming done in each meeting so no need for subcommittee. Melissa would like to focus a bit more on program-based meetings.

b. Review and approve: BFTS Reservation Packet:

Lots of discussion on what to charge food and beer vendors, as well as discussion on insurance being a burden for many reservations.

Bonnie mentioned city to purchase a refrigerated cooler for beer sales next summer.

Motion was made by Melissa that any activities occurring in the BFTS that will occupy the space for more than two hours would be subject to a park rental fee. All activities under two hours will not be charged a rental fee. However, If equipment is needed the applicant will be subject to the equipment rental fees. Fees: \$100 resident / \$150 Non-Resident. This includes non-profits. Robin seconded. Dan added we should make the deposit the same as the rental fee and no refunds. Rain or shine.

c. Discuss and take possible action to move forward with the maintenance contract for Theder Landscaping

Melissa motioned to accept the contract at \$1000/mo. for 14 months. Plants and mulch are extra. Dan seconded.

d. Discuss and approve next meeting time and date

Bonnie motioned 4:15pm on the 1st Wednesday of the month at the Chamber office so that Katie can attend.

6. **Event Coordinator's Report:**
*Review and discuss report.

7. **Adjournment – Next meeting date September 18, 2023**

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