

## **Bentzin Family Town Square COMMISSION**

### **MINUTES**

Wednesday, July 17, 2023

#### **1. Call to order**

The Bentzin Family Town Square Commission in person on July 17, 2023. The meeting was called to order by Stephanie Juhl. Members present were: Katie Keepman, Melissa Lampe, Bonnie Hertel, David Zimmerman, Dan Bartz, Brian Konz  
Also present were: Kristine Butteris, Stephanie Juhl. 1-Community Member in attendance – John Katisch.

#### **2. Review and approval of minutes:**

Nothing to review – 1<sup>st</sup> meeting

#### **3. Review and approval of financial reports**

Nothing to review - 1st meeting

#### **4. Citizens to be heard**

There were none.

#### **5. Business**

##### **a. Review and discuss Sponsorship flyer and potential donors**

Flyer and Donors – Brian Konz – Brought up the idea of a 501c3 for the future. Agenda item for future. Try to be self-sustainable, we are working to get people involved and first year was free to vendors to gain interest. We are going to keep sponsors of the BFTS involved in the sponsorship opportunities, but not to ask all current sponsors.

##### **b. Review and take possible action: Sponsorship Flyer**

Flyer is to be looked over by Robin in Tourism – when she gets back from vacation. Melissa made a motion to go to Robin for approval David seconded. So moved.

##### **c. Review and discuss: Programming options and Ideas; 2024 programming due Oct 1**

Scaling back some of the events – all Saturdays? How are the Thursdays going? Noise and time – Connect with other community businesses. All concerts end at 9pm – we have adjusted for the rest of the season. People do not want Thursday/Saturday of the same week. Cut out three of the bands and do three acoustics. Commit to four dates with Lyn and bring in some other bands with the commission. Reduce the number of acts 3 to 4 and with the commission we will work to find acoustic bands. More culture/ethnic involvement – Ice carving –

##### **d. Review and approve: commission positions and level of involvement**

Katie Keepman is Secretary; Brian Konz is Chair; Dave Zimmerman is Assistant Chair  
Melissa made a motion to accept all commission positions as listed above. Bonnie 2nd .

##### **e. Review and discuss: Closure of S. Water Street**

Closure of Water St. – Bollards/Jersey Barriers/Gates – How does the BFTS Commission feel about closing water St? Streets would like to see it closed during the summer. Table to next meeting.

**f. Review and discuss: Christmas in the Town Square**

Main St. Program will take on the Christmas Market – Jingle Bell on the Rock – Saturday, Dec. 2nd, Santa House open – sales downtown, reindeer. Main St. will have Santa House at the Town Square – Santa visits will be in doors so the 36-foot ramp that goes around will need space.

**g. Review and discuss: Library Bathroom Open Times**

Library Bathrooms – This year the bathrooms are open during city sponsored special events. Next year the restrooms will be during park hours.

**h. Review and discuss: Budget Allocations and Ratios**

Fountain technologies – working on a program for us to either decrease height of the water fountain, changing hours, allowing pause when pushing buttons – 5 cycles, 5 minutes.

**6. Event Coordinator's Report:**

**a. Go over current and future calendar for 2023.**

- i. Updated on all events through end of year.

**b. Update on Ordinance for outside Beer Trucks**

- i. This will be going to July Council meeting for first reading
- ii. This will need 2 readings to pass

**c. Mention DORA webinar**

**d. Update on dock & historical art wall**

- i. Dock will not be going in due to bridge construction
- ii. Historical wall will wait as well

**e. Update on water usage options, landscaping and snow removal**

- i. We are speaking with Fountain Technologies to reduce water usage. We also are waiting for a quote from Theder for landscaping and snow removal.

**7. Adjournment – Next meeting date August 21, 2023**

Dan Bartz motioned to adjourn the meeting. Dave Zimmerman seconded. All approved..