

Business Development Committee Meeting Minutes
151 Martin Street, Conference Room 203
October 4, 2022

M. McKenzie called the meeting to order at 8:36 a.m.

In Attendance: M. McKenzie (Co-Chairperson), J. Hockman, J. Ecker, E. Bassett

Absent: S. Surnow (Co-Chairperson), S. Quintal

There was no public comment.

Approval of Minutes: Motion by Hockman, seconded by McKenzie, to approve the minutes dated August 25, 2022.

BSD Special Assessment: Ecker presented the BSD special assessment renewal proposal. Hockman requested that District 1A data be included in the breakdown provided in the proposal presentation. McKenzie inquired how inflation figures were estimated. Ecker reported that the estimates were provided by the finance department. McKenzie advised that he has access to inflation prediction data and would provide that to Ecker for review with the finance department. Hockman suggested calculating the average retail store square footage for reference in understanding the average impact of the proposed assessment increase. Motion by Hockman, seconded by McKenzie, to recommend the proposed BSD assessment renewal plan as presented by Ecker, with requested adjustments, to the BSD Board at the November meeting.

Tenant Recruitment and Pipeline Report: No report was presented. Staff advised that BSD staff, M. Comerford, updates the New Business report. McKenzie advised that he would contact M. Comerford for details.

Business Mix Analysis: The Committee discussed the status of the report including some ongoing changes to be made. McKenzie presented the Greenwich, CT and Naperville, IL research comparisons. McKenzie requested Ecker send him the Business Mix Analysis report to revise.

Retail Recruiter RFP: Ecker reported that the RFP period is now closed. Two proposals were received and are currently being reviewed by staff to determine if they follow the requirements outlined in the RFP.

Meeting adjourned at 9:23 a.m.