



**DBA Meeting Agenda**  
**June 5<sup>th</sup>, 2018**  
**Senate Building meeting space, 3<sup>rd</sup> floor**  
**8:30AM – 10:30AM**

*The purpose for which this Association is formed is to promote, foster, and encourage downtown business and to act as an advocate on issues that affect downtown business.*

**Call to Order**

**Approval of Minutes of Last Meeting**

**Public Participation on Non-Agenda Items**

- Mike Tagaban from Goldbelt

**Old Business**

- Adopt new Annual Meeting Date: August 16, 5:30-7:30PM.

**Today's Business**

- Cornhole Tournament Special Event Permit Resolution for DBA to pour and sell alcohol. We need a Resolution by the BOD that approves the seeking of the permit.
- Authorization to sign Security Contract with Goldbelt for period of July 1 to September 30, 2018, pending signed MOA with CBJ with passenger funding.
- JEDC contract extension

**Downtown Director Report**

- Strategy Plan recap
- Update on Main Street Accreditation
- Where's Waldo event
- Bike to Work Day Recap
- Cornhole Tournament task list
- We're working on a new logo ... stay tuned for more!

**Reports:**

- **President's Report**
  - Executive Committee recap
- **Treasurer's Report:** Chair: Jaysen Katasse *Meets Quarterly*
- **Membership:** Chair: Nathaniel Dye *Meets every third Wednesday of the month at 10AM*



- Annual Meeting on Thursday, August 16<sup>th</sup> from 5:30 PM – 7:30 PM at the T.K. Maguire's bar
- Membership Walk on July 27<sup>th</sup> from 11 AM - 1 PM
- **Marketing:** Co-Chairs: Charlie Herrington and Dana Gunderson--*Meets last Wednesday of every month at 4:30PM at Senate Building, third floor*
  - Website committee update
  - Parking PSA
- **Infrastructure:** Chair: OPEN SEAT-- *Meets the second Friday of every month at 4:30PM at the Hangar on the Wharf*
  - Rain Paint – 3 more installations on the way!
  - Parklet Day on Friday, September 21<sup>st</sup>
- **Fundraising:** Chair: Midgi Moore – *Meets on the second Wednesday of the month at 2 PM at the Juneau Food Tours HQ*
  - Cornhole Invitational on June 30<sup>th</sup>

**Liaisons:**

- Travel Juneau
- Assembly
- JAHC
- JEDC
- Alaska Committee

**Next Regular Board Meeting:** Tuesday, July 3<sup>rd</sup> at 8:30 AM

**Meeting Adjournment**



**DBA Meeting MINUTES  
May 8, 2018  
Senate Building meeting space, 3<sup>rd</sup> floor  
8:30AM – 10:30AM**

*The purpose for which this Association is formed is to promote, foster, and encourage downtown business and to act as an advocate on issues that affect downtown business.*

**Board members in attendance:**

Jill Ramiel  
Charlie Herrington  
Nathaniel Dye  
Eric Forst  
Dana Gunderson  
Midgi Moore  
Jaysen Katasse  
Sean Boily

**Board members absent:** Tommy Vrabec

**Others present:**

Dana Herndon, JEDC  
Brian Holst, JEDC  
Loren Jones, CBJ Assembly  
Liz Perry, Travel Juneau  
Ben Brown, JAHC  
Jill Maclean, CBJ Community Development Department  
Lindsey Burnett, Bustin' Out Boutique

**Call to Order at 8:32 AM.** Quorum was established.

**Approval of Minutes of Last Meeting**

**Public Participation on Non-Agenda Items – None.**

**Old Business:**

- 2018 Budget Approval

Jill Ramiel asked if the budget included the activities and initiatives that were outlined in the overall strategy and Brian and Dana confirmed that the budget included the activities planned for each committee. Eric Forst moved to adopt the budget as presented. Jaysen Katasse



seconds the motion. The budget was approved as presented.

### **Today's Business**

- Resolution for co-signers for checks

Jaysen Katasse gave a recap of the finance meeting and the discussion to have additional signers for DBA checks. In order to include additional signers, Wells Fargo requires a resolution from the Board. Midgi Moore makes a motion to pass a resolution that adds Jaysen Katasse and Eric Forst as additional check signers. Eric seconds. All in favor.

### **President's Report**

- Meeting with the Mayor

Jill gave a brief report on the meeting with the Mayor and how he was focused on downtown safety and perception.

- Barnaby Brewing

Jill asked the Board if there was anything that the DBA could do since Barnaby Brewing experienced a fire that destroyed their business. Lindsey mentions that maybe we give them a free year of DBA Membership.

- Schedule Executive Committee (JEDC Contract and Officer Elections)

Jill asked Dana to schedule an executive committee session with her, Nathaniel, Eric, and Dana G.

### **Downtown Director Report**

- Security/Ambassador grant update

Brian gave an update on the Goldbelt security contract and recommended that instead of putting the contract out to bid, that the DBA maintain the contract for this season. Midgi asked about customer service training and if that was something that the security guards received. She mentioned this because she had seen the Goldbelt Ambassador standing around and using foul language. Eric mentioned that perhaps we call Mike Tagaban when we see certain behavior occur. Jill brings up the possibility of merging the Ambassador program with the Crossing Guard program. Liz says that it's worth discussing for next season. Brian offers to reach out to Mike Tagaban and let him know about the Board's concern.

- AARP grant for chairlift benches due May 16<sup>th</sup>. Dana and Eva are working on it.
- Bike to Work Day on May 18<sup>th</sup>: working with John McConnochie. Need to identify a station.

There was some discussion around Bike to Work Day. Midgi offers to help Dana with the activation. The decision was to reserve a couple parking spots in front of Heritage on Front Street and offer coffee and some snacks.

- Perseverance Theater meeting about collaborations and 40<sup>th</sup> celebration today.
- Security Co-Op Update. Getting quote from Goldbelt before sending out survey.



The Board suggests that Dana send out the security survey and then get the quote from Goldbelt.

- DBA maps & guidebook distribution. Juneau Courier will do the first round today.
- “Downtown Awakening” insert in the works. Call out to membership this week.

Jill and Eric asked about the purpose of the Downtown Awakening insert and if it was too late to do. Nathaniel suggested that the discussion move to the Membership Committee.

- Scott Ciambor update – CBJ is looking at the downtown blueprint (update of the downtown neighborhood plan) and taking what’s already been learned and including it in the new plan. Downtown housing Inventory is still in the works. It’s early on.
- Parks & Recreation onboarding with new Director George Schaaf – June BOD meeting
- Edric from Filipino Community – July BOD meeting

#### Reports:

- **Treasurer’s Report:** Chair: Jaysen Katasse *Meets Quarterly*
- **Membership:** Chair: Nathaniel Dye *Meets every first Monday of the month at 10AM*
  - Request to change meeting date/time – pending responses
  - Annual Meeting on Friday, June 29<sup>th</sup>

Nathaniel suggested that we move the Annual Meeting to August so that it falls near the Membership Walk. The Board decided to move the Annual Meeting to early August. Eric suggests that we present the security co-op survey results at the Annual Meeting.

Eric also gave a brief update on the pull-tabs and announced that the DBA will have two additional pull-tab boxes at the Imperial by the end of the month.

- Member Mixer recap: 25 people attended.
- Plan Board Membership Walk in August

- **Marketing:** Co-Chairs: Charlie Herrington and Dana Gunderson--*Meets last Wednesday of every month at 4:30PM at Senate Building, third floor*

Charlie gave an update on the parking video PSA and that it was going to be the first video produced by the committee. Charlie mentioned that the marketing committee is more than just an events committee and plans to work on the overall marketing of downtown.

The DBA website was discussed for a while and it was decided that we should form a separate website committee. Nathaniel, Charlie, and Jill offered to be on the committee. Dana agreed to schedule a meeting.

- **Infrastructure:** Chair: OPEN SEAT-- *Meets the second Friday of every month at 4:30PM at the Hangar on the Wharf*

\*See Bike to Work Day update above.



- **Fundraising:** Chair: Midgi Moore
  - Color Run recap

Midgi and Lindsey gave an update on the Color Run. Overall, about 90 people participated and the DBA raised about \$3,200. Midgi stressed the importance of having Board support and more volunteers so that the event could run more efficiently.

The next event is the Cornhole Tournament on June 30<sup>th</sup> at Cope Park.

#### **Liaisons:**

- Travel Juneau

Liz reported that Travel Juneau worked closely with UnCruise on the Spring Awakening campaign. Travel Juneau hosted an event for the first cruise ship and also collaborated with the Friends of the Flag committee to install the flags on Egan Drive.

- Assembly

Jill M. reported that the CBJ Community Development department was working on the Downtown Blueprint and was soliciting feedback from the community. CDD polled people at the Juneau Maritime Festival about downtown. CDD decided to “meet people where they’re at” instead of hosting a public meeting. Jill mentioned that it would take about 18-24 months from now to create a plan and present it to the Assembly and Planning Commission.

- JAHC

Ben reported that the JAHC was gearing up for its summer Block Parties.

- JEDC

Brian reported that the JEDC is hosting the 9<sup>th</sup> Annual Juneau Maritime Festival on Saturday, May 12. Last year, we counted 5,000 visitors to the festival on a non-cruise ship day.

- Alaska Committee

Liz and Brian reported that the Alaska Committee is planning outreach visits to State Fairs in the Anchorage and Fairbanks areas this summer.

Alaska Committee is supporting JEDC to survey and compile a report on visitors doing business in Juneau during the Legislative Session and a survey of staff and legislators.

**Next Regular Board Meeting:** Tuesday, June 5<sup>th</sup>

**Meeting Adjournment at 10:35 AM.**

D O W N T O W N



**RESOLUTION of the Board of Directors**

*AMCO Special Events Permit for the DBA Cornhole Fundraiser*

**WHEREAS**, the Board of Directors of Downtown Business Association (DBA) has assembled in a meeting this 5th day of June, 2018;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The Board of Directors of the DBA resolves that the Cornhole events committee complete the AMCO Special Events Permit Application so that the DBA can pour and sell alcohol at the inaugural Cornhole Tournament fundraiser on June 30<sup>th</sup> at Cope Park from 12 PM – 8 PM.

The undersigned hereby certify that the foregoing resolutions were duly adopted by the Board of Directors on the date above first cited.

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Board President

Date\_\_\_\_\_