

DRAFT

RESOLUTION NO. R25-65

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF COLUMBUS, NEBRASKA, APPROVING THE AWARD OF PROCEEDS IN THE AMOUNT OF \$12,600 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT NO 23-DTR-003 TO CRYSTAL KLUG OF HOME REVIVAL BY CK, LLC, AS RECOMMENDED BY THE BUSINESS IMPROVEMENT BOARD, A COPY OF WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE; AND TO AUTHORIZE THE MAYOR TO EXECUTE THE SAME ON BEHALF OF THE CITY.

WHEREAS, the City of Columbus, Nebraska, has been awarded Community Development Block Grant 23-DTR-003 from the Nebraska Department of Economic Development in the amount of \$435,000 with said grant to be used for commercial rehabilitation activities; and

WHEREAS, the City of Columbus, Nebraska accepted applications for project funding. Applications were reviewed by the Business Improvement Board and the Northeast Nebraska Economic Development District staff and all activities meet the necessary eligibility requirements; and

WHEREAS, Crystal Klug of Home Revival by CK submitted an application for \$25,227 worth of improvements for the property located at 2419 11th Street, Columbus, NE. These improvements include replacing of windows and doors. These improvements meet eligibility requirements for the grant and the award of \$12,600 in grant funding is being recommend by the Business Improvement Board.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF COLUMBUS, NEBRASKA that the following grant award to Crystal Klug of Home Revival by CK located at 2419 11th Street, Columbus, NE, in the amount of \$12,600 is hereby approved; and, the mayor is authorized, directed, and empowered to execute the same on behalf of the City of Columbus.

INTRODUCED BY COUNCIL MEMBER _____

PASSED AND ADOPTED THIS ____ DAY OF _____, 2025.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



City Hall
2500 14th St.
Columbus, NE 68601
402-562-4232
columbusne.us

memorandum

DATE: April 16, 2025
TO: Tara Vasicek, City Administrator
FROM: Jean Van Iperen, Planning & Economic Development Coordinator
RE: Downtown Revitalization Grant Awards

RECOMMENDATION:

Approval of the applications for the second round of Downtown Revitalization Grant funds

DISCUSSION:

The Downtown Business Improvement Board met on Monday, April 14, 2025, for their regular monthly meeting at which time the board reviewed the application that was received for the latest round of DTR funding. Three applications were received.

The BID board unanimously recommended approval of grant awards for to the following property owners:

- Crystal Klug of Home Revival by CK LLC in the amount of \$12,600.00. The property address for these improvements is 2419 11 St. The owner of the property plans to do \$25,227.00 worth of facade improvements to the building which includes replacing windows and the front door.

BID members in attendance at the meeting were Barb Duffy, Melissa Spearman, Joe Marksmeier, Josh Johnson, Nicole Lindhorst, Brent Rains, Kevin Johnson, Cory Reeder and Kiara Ziemba.

ALTERNATIVE:

Do not approve.

Signature:

By:

Approved By:

The revitalization project of Downtown Columbus is critical to the future of our town. I am proud to become a part of the Trackside District and the future of the Downtown Columbus area. I am purchasing the Bordy's building and have a business plan to integrate the goals of the downtown revitalization project. It is my goal to improve the safety and accessibility while maintaining its historical importance. My business plan also includes integrating local businesses, supporting one another as we seek to grow downtown Columbus.

Maintaining the historical significance while making improvements will take time, dedication, and additional funds throughout my project. It is important to me to make sure things are done right as we focus on future generations that will serve our community.

I take over ownership on April 21, and hope to start the refresh and renovation immediately following. Thank you for your time, and I can't wait to be a part of the Trackside District.

Sincerely Crystal Klug
Home Revival by CK, LLC

A handwritten signature in cursive script, reading "Crystal Klug".

10—Commercial Rehabilitation Improvement Program Application Form

Applicant Name Crystal Klug
Applicant's Phone Number 402-910-1289
Applicant's Email Address klugfam5@gmail.com
Business Name Home Revival by CK
Is this business an individual or sole proprietor? Yes ☒ No ☐
Business UEI Number and SAM's Registration Expiration Date 33-4212
Business Owner Crystal Klug
Property Owner Crystal Klug
Property Physical Address 2419 11th St Columbus
Property Mailing Address 5646 E. 83rd St Columbus
Property Legal Description W6' LOT 3 + E19 1/2' LOT 4 BLK 117 original Columbus

UEI Number
is processing

Type of façade improvement planned (See Design Guidelines)

☐ Restoration ☐ Renovation ☐ Replacement ☐ Reconstruction ☒ Code Enforcement

Type of Signage improvement planned

☐ Removal ☐ New ☐ Alteration ☐ Repair

Structural alterations _____

Cosmetic alterations (moldings, etc.) _____

Painting (approximate sq. ft. area) _____

Other work – Please specify (awnings, etc.) replacing windows to tempered glass and Front Door to meet Fire codes. Staying with the black metal Frames as it is

Total Cost of Project \$25,227.00

Amount requested \$12,600.00

I hereby submit the attached plans, specifications and color samples for the proposed project and understand these must be approved by the DTR Committee. No work should begin until I have received written notice to proceed from the Northeast Nebraska Economic Development District. I further understand the project should be completed within twelve (12) months from date of project approval and loan monies will not be paid until the project is completed. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion. I understand a Deed of Trust, in the amount equal to the loan amount will be placed upon the property at the time the client(s) signs the promissory note. This lien, in favor of the City of Columbus, will take a subordinate position to all existing liens.

Crystal Klug
Signature of Property Owner

Crystal Klug
Printer Name & Title of Property Owner

4-14-25
Date

Signature of Tenant (if applicable)

Printed Name & Title of Tenant (if applicable)

Date



M & O Door Products, LLC
2781 54th Avenue
Columbus NE 68601-2065

Estimate

#113008

4/3/2025

Bill To

C1748 CIUREJ, IAN
1305 HICKORY STREET
STANTON NE 68779
United States

Ship To

C1748 CIUREJ, IAN
1305 HICKORY STREET
STANTON NE 68779
United States

TOTAL

Bid 1

\$25,227.00

Expires: 5/3/2025

Expires
5/3/2025

Exp. Close
4/3/2025

Project

Sales Rep
Ian M Ciurej

Shipping Method

Quantity

Item

- 1 **2PR Special Order Storefront & Glass**
BLACK DOOR AND FRAME

Standard Store Front Door
Continuous Hinge (Standard MS
Locks) 100 Series, Black
100-3101R-3 : 3-0 x 7-0 RH
1 36 84
100-13283 : Sub 1" Glass Stops 1
100-20021 : Factory Doorlight
Glazing
1
100-31009-31 : Add Std. 3'-0" Door
Sweep
1
100-31057-31 : Add Norton 1601
REG / PA - BC Adj. 1-6 Door Closer
- Alum
1
100-31059-31 : Add Norton 1688
Narrow Drop Plate For 161 / 1601
Closer - Alum
1
100-13274 : Sub 10" Bottom Rail
(1223)
1
Standard Store Front Door Frame
Continuous Hinge (Standard MS
Locks) Black 450-3101R-3 : 3-0 x
7-0 RH 450
1 39 1/2 85 3/4

- 2 **2PR Special Order Storefront & Glass**
3 : ELEVATION A03- 2LTS WIDE,
1LTS HIGH 2450CG, Black
1 72.00 101.00

- 2 **2PR Special Order Storefront & Glass**
2 : ELEVATION A02- 2LTS WIDE,
1LTS HIGH 2450CG, Black
1 90.00 101.00

2LB Installation Labor MOD

TEAR OUR EXISTING STOREFRONT - REMOVAL OF HAZARD
GLASS

- 1 **SUND**
JOBSITE SUNDRIES



113008



M & O Door Products, LLC
2781 54th Avenue
Columbus NE 68601-2065

Estimate

#113008

4/3/2025

Quantity	Item
1	SHOP WORK SHOP WORK

Subtotal	\$24,100.00
Tax Total (%)	\$1,127.00
Total	\$25,227.00

To the fullest extent permitted by law, service and items sold by M & O Door Products, LLC are provided without any additional warranties, expressed or implied of any kind.

Special order doors and hardware will be billed out 30 days after arrival in our warehouse. Labor will be invoiced separately! Doors stored for longer than 90 days will be subject to storage fees at a rate of \$10/month/door. Neither the manufacturer or dealer will cover concealed damage after 60 days. Purchaser agrees that doors shall remain in Seller's possession until paid for in full. There shall be a 1% service charge per month for all payments due and owing after 30 days.

Notes:

Crystal Klug
(402) 910-1289
klugfam5@gmail.com
2419 11th street colu,bus Ne



113008



Binswanger Enterprises, LLC, dba
Binswanger Glass #580
1902 W Omaha Ave
Norfolk, NE 68701

Office: (402) 316-7625
Cell: (402) 992-6703
Email: dloseke@binswangerglass.com

Bid Proposal & Contract

Date: Thu, Apr 10 2025

Project Name: **Crystal Klug**
Location: **2419 11th Street**
Columbus, NE 68601

Contractor:

Company Phone:
Attention: **Crystal Klug**
Contact Phone: **402-910-1289**

Fax: -

Description of Scope of Work:

Addendums Noted

Sales Tax: Included

BINSWANGER GLASS proposes to furnish and install per the following:

Installation of new windows and door at storefront location.

Metal to be: Kawneer 451T, black anodized with sill flashing underneath for water control. 074 vinyl to be used to capture the glass.

Door to be: LHOS, Kawneer 451, black anodized, 190 narrow stile, with 1850 deadbolt locking, cylinder exterior/thumbturn interior, Dorma surface closer, sweep, threshold, and weathering.

Glass to be: 1" clear, low e, tempered.

Break metal to be: Black anodized.

Tear out of existing storefront is included in the price.

Temporary board up is not included in the price.

Cleaning of the metal and glass is not included in the price.

Bid 2

Total Amount of Base Bid: **\$34,193.96**

Adds / Deducts:

Add:

EXCLUSIONS (unless covered in proposal above): 1. Wood blocking 2. Demolition 3. Glass for millwork 4. Final cleaning or protection 5. Brake Metal 6. Mirrors 7. Mock Ups 8. Liquidated damages and/or other penalties 9. Provisions for OCIP or CCIP insurance programs 10. Permits or fees 11. Testing procedures 12. Inspection costs 13. Payment or performance bonds 14. Engineering calculations/stamping 15. Cutting, patching, or erection of any concrete, masonry, steel, or wood 16. Backer/Substrate

CLARIFICATIONS AND QUALIFICATIONS:

1. Our proposal is based upon generally accepted glazing standards and/or applicable building codes. Some variation in architectural intent may occur so to meet such criteria. 2. This proposal and offer are contingent upon the signing of a mutually agreed upon contractual instrument. 3. All applicable material warranties will be passed through from the manufacturer without modification by Binswanger Glass. 4. Workmanship warranty will be executed on a standard Binswanger form only. Unless stated otherwise, our standard one (1) year warranty is included as a part of this proposal. 5. Building structure, or any component which our system (s) attach to, must be capable of carrying all loads imposed by our system (s). 6. All schedules must be mutually agreed upon by Binswanger Glass and the customer. 7. All factory and field labor will be performed during normal business hours. 8. It is assumed that electricity will be provided at no additional charge to Binswanger Glass. 9. All sealants to be standard in color. 10. We do not include a cost provision within our proposal for glass broken or damaged by other trades. Any glass breakage caused by Binswanger Glass will be replaced at no additional charge. 11. Bid Proposal is based upon NON-UNION Labor. 12. Bid Proposal is based upon NORMAL Working Hours - Monday thru Friday 8am to 5 pm. 13. Terms and Conditions apply (last page of this proposal). 14. Bid Proposal is based upon normal Working Hours - Monday thru Friday 8am to 5 pm. 15. Terms and Conditions apply (last page of this proposal). 16. The prices of materials and equipment contained in this agreement are those in effect as of the date of execution of the agreement. In the event of a price increase between the execution date and the date submittals are returned approved, Binswanger Glass shall be entitled to reimbursement for such price increase by change order by the actual amount of such increase.

PERFORMANCE AND PAYMENT BONDS (IF REQUIRED ADD 1.5% TO THE BID AMOUNT): "Note: Performance bonds and Labor and Material (Payment) bonds are provided for the construction period only and will include a twelve (12) month warranty period. Regardless of the warranty or maintenance provided by the Principal in the contract, the Surety shall have no liability under the bond for warranty, defective work or defective material claims arising more than one year after project acceptance, as stated in the Defect Bond which will be provided along with the Performance and Payment (Statutory) bonds. Bonds are to be written on Westchester Fire Insurance Company standard forms, or Performance, Statutory and Defect bonds are dependent upon Surety's acceptance of contract terms."

Accepted By: _____

Proposed by: **Derek Loseke**

Printed name: _____

Estimated by: **DEREK LOSEKE** (402) 992-6703

dloseke@binswangerglass.com

Title: _____

Date: _____

This Bid Proposal is subject to change if not accepted within 30 days.

Project Name: Crystal Klug

4/10/2025 9:30 AM

Frame Set Name: Frame Set 1

Frame Name: Front Door

Panels: 1

Rows: 1

Metal Group: M451T CG/SS/OG STOPS DOWN

D/S: 1

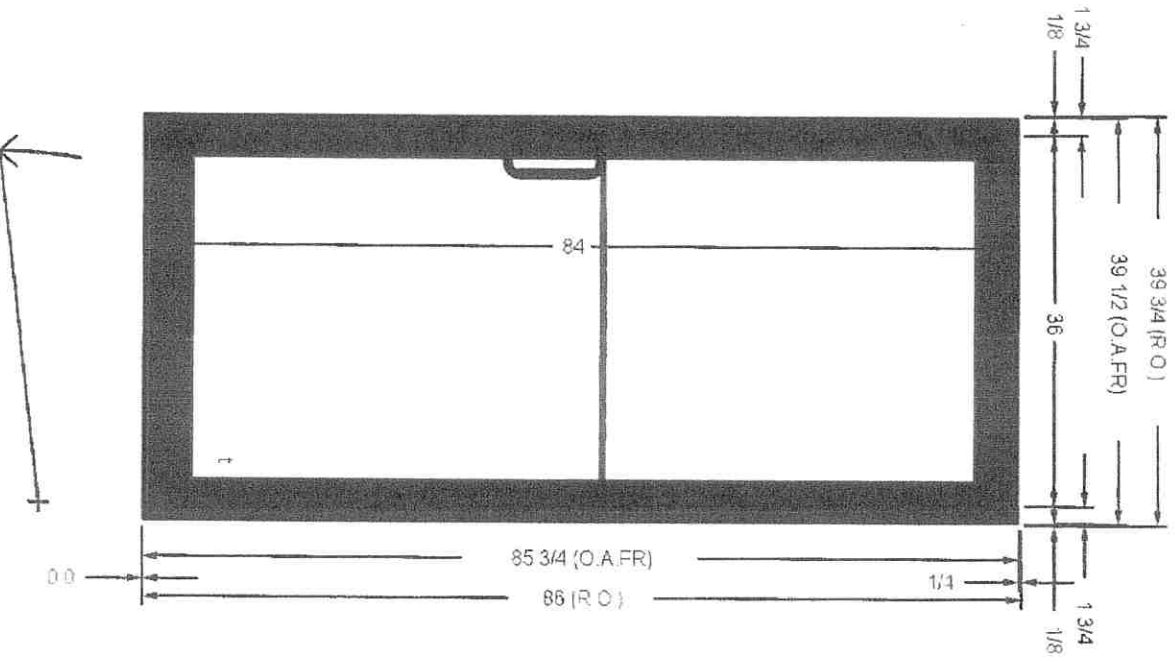
Frame Type: Standard

Frame Width: 39 1/2

Frame Height: 85 3/4

Required: 1 Back Member Color: #29 BLACK : PERMANODIC

Face Member Color: #29 BLACK : PERMANODIC



4/10/2025 9:30 AM

Frame Name: Left & Right

Panels: 2

Rows: 1

D/S:1

Frame Type: Standard

Frame Width: 91 1/4

Frame Height: 99 5/8

Face Member Color: #29 BLACK : PERMANODIC



Project Name: Crystal Klug /

4/10/2025 9:30 AM

Frame Set Name: Frame Set 1

Frame Name: Left & Right Returns

Panels: 2

Rows: 1

Metal Group: M451T CG/SS/OG STOPS DOWN

D/S: 1

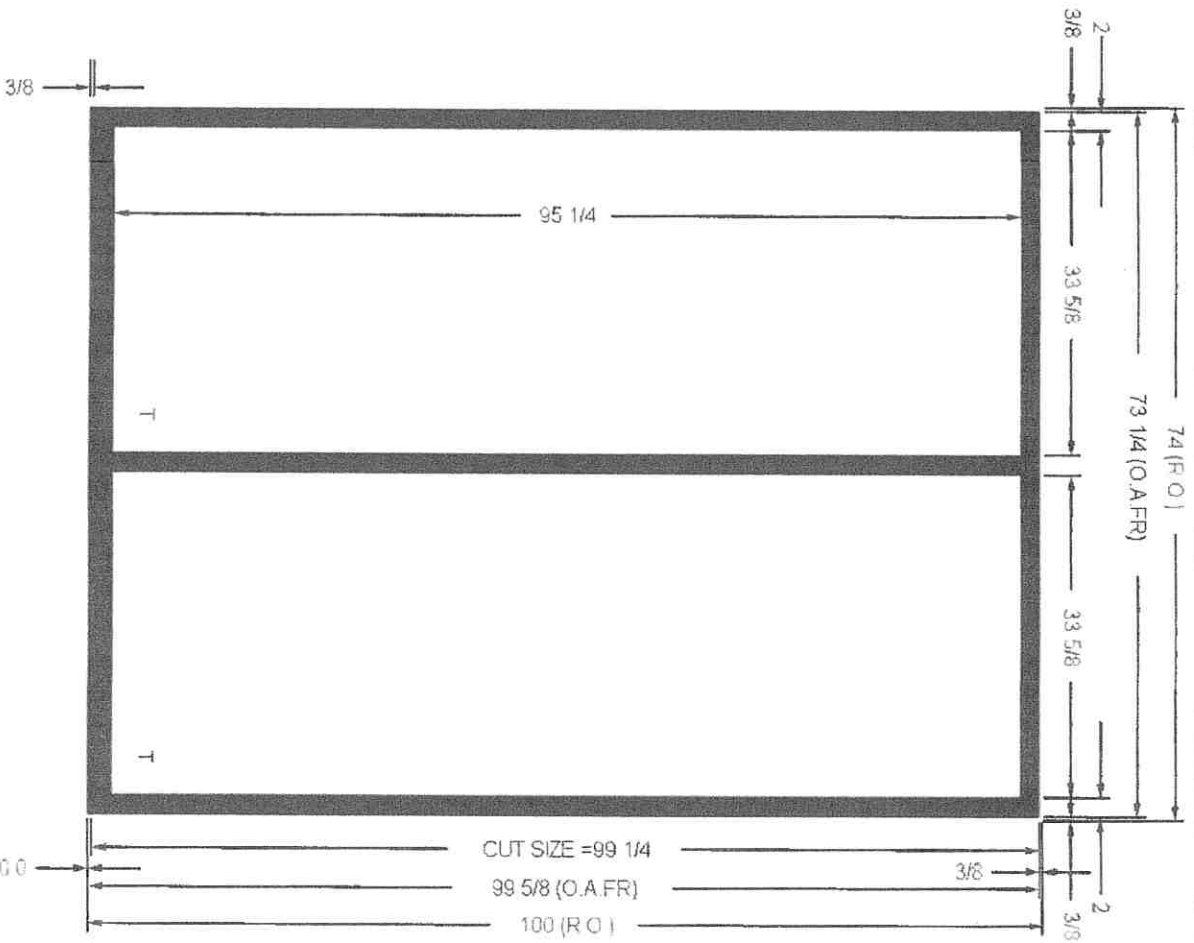
Frame Type: Standard

Frame Width: 73 1/4

Frame Height: 99 5/8

Required: 2 Back Member Color: #29 BLACK : PERMANODIC

Face Member Color: #29 BLACK : PERMANODIC



12 - Release and Hold Harmless

Release executed on the 14 day of April, _____, by
(Property Owner)

Crystal Klug and (Tenant if
Applicable)

_____, of (Street
Address)

2419 - 11th St Columbus

City of Columbus, County of Platte, State of Nebraska, referred to as Releasor(s).

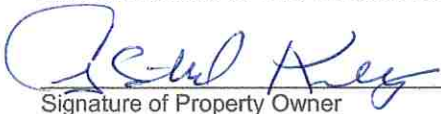
In consideration of being granted monies for restoration, modifications, signage, or other physical changes to the property located at the above address, the Releasor(s), understands they are solely responsible for providing their own contractors, and to assure those contractors are fully insured and registered and have obtained all necessary permits in accordance with City regulations. The Releasor(s) waives, releases, discharges, and covenants not to sue the Columbus Downtown Business Improvement District Board, the Northeast Nebraska Economic Development District or the City of Columbus, Nebraska for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines related to the façade and signage improvement program.

Releasor(s) agrees this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Nebraska and that if any portion of the agreement is held invalid, it is agreed the balance shall; notwithstanding, continue in full legal force and effect.

Releasor(s) further states it has carefully read the above release and knows the contents of the release and signs this release of its own free act.

Releasor's obligations and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.



Signature of Property Owner

Crystal Klug

Printed Name/Title of Property Owner

4-14-25

Date

Signature of Tenant (if applicable)

Printed Name & Title of Tenant

Date

13. Scoring

Façade improvement projects submitted for consideration for assistance under this grant will be evaluated and scored in accord with the following schedule.

NOTE: The points listed for each activity above may be awarded up to the limit assigned. An application must receive at least 50 points to be considered in this program.

Activity	Points
Building use preservation (City staff will perform an annual site visit to assure continuation of use for project funding)	25
Historic restoration (Maximum points may be awarded if project plan includes preapproval from NE State Historic Preservation Office)	20
Additional business/property owner investment over match amount Project	15
Readiness	20
Visual impact on downtown district	20
Total Maximum Points	100

United States Citizenship Attestation Form

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

☒ I am a citizen of the United States.

— OR —

☐ I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows:
_____, and I agree to provide a copy of my
USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.

PRINT NAME

Crystal Gayle Klug

(first, middle, last)

SIGNATURE

Crystal G. Klug

DATE

4-14-25

**CERTIFICATE OF ORGANIZATION
OF
HOME REVIVAL BY CK, LLC**

This Certificate of Organization of Home Revival by CK, LLC (the "Company") is being executed by the undersigned for the purpose of forming a limited liability company pursuant to the Nebraska Uniform Limited Liability Company Act, Neb. Rev. Stat. § 21-101 *et seq.*

1. Name. The name of the limited liability company is Home Revival by CK, LLC.
2. Registered Agent and Address. The name and address of the Company's registered agent for service of process in the State of Nebraska is Crystal Klug, 5646 E. 83 Street, Columbus, NE 68601.
3. Initial Designated Office. The initial designated office of the Company is 5646 E. 83 Street, Columbus, NE 68601.

IN WITNESS WHEREOF, the undersigned, an authorized person of the Company, has caused this Certificate of Organization to be duly executed on March 25, 2025.

/s/ Crystal Klug
Crystal Klug, Organizer

Date of this notice: 03-26-2025

Employer Identification Number:
33-4212364

Form: SS-4

Number of this notice: CP 575 G

HOME REVIVAL BY CK LLC
CRYSTAL KLUG SOLE MBR
5646 E 83RD ST
COLUMBUS, NE 68601

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 33-4212364. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

Downtown Business Improvement District Board
Meeting Minutes
April 14, 2025

Members Present: Brett Rains, Cory Reeder, Joe Marksmeier, Barbara Duffy, Kevin Johnson, Melissa Spearman, Kiara Ziemba, Nicole Lindhorst. Absent: Joshua Johnson.

Others Present: Jean Van Iperen – Planning & Economic Development Coordinator, Sarah Bettenhausen- City Community Coordinator, Kim Dreher – It's All Fun n Games, Kimberly Henggeler- RSVP Designs by Kimberly, Wade Hilker- Central Community College, Vanessa Ocegüera – Keep Columbus Beautiful, Theresa Grape and Karen Schlautman- Columbus Area Convention and Visitors Bureau.

Meeting was called to order at 1:01 p.m. Statement of compliance with Open Meeting Act was read and Roll Call was taken.

1. A motion to approve the March 10, 2025 minutes was made by Duffy, and seconded by Reeder. Motion carried 8-0. Josh Johnson entered the meeting at 1:03 p.m.
2. Finances were reviewed. There were no bills to be approved
3. Committee Report
 - a. Marketing – With three Board members on the Marketing Committee, Ziemba has agreed to shift from the marketing committee and join Duffy on the Project Management Committee. Lindhorst brought up the business highlight questions previously reviewed by the committee. She inquired about how the questions would be distributed and what the intended process was. Van Iperen explained when originally discussed over a year ago, the plan was to mail the questions directly to each business owner. As responses were received, highlight stories would be written on a first-come, first-served basis. Van Iperen also expressed concern about sending all 30 proposed questions to business owners at once. After discussion, the group agreed business owners could choose which questions they wanted to answer and could skip any they preferred not to. The Board also requested the cover letter accompanying the questions include an offer for a more personal approach. If a business owner is more comfortable discussing their responses in person, either Lindhorst or Marksmeier would be available to meet with them one-on-one.
 - a. Business/Economic Development – Reeder reported that no billboard space has opened up at this time but will continue to keep the group updated. He expressed interest in securing a location on the opposite end of town when one becomes available.
 - b. Project Management -- Duffy distributed a handout showing the proposed planter locations, marked with red X's. She noted both Spearman and J. Johnson had reviewed the plan and approved the suggested locations. The next step is for the City engineers to review and approve the placements. Once the go-ahead is received, the planters will be installed.

- c. Physical Grounds –
 - i. **Banners** – K. Johnson provided an update on the banner project. He reported 100 pairs of brackets have been ordered. Once the brackets arrive, he will coordinate with the company responsible for installation, with the goal of having them hung within the next couple of weeks. The brackets will be powder coated prior to installation.
 - ii. **Planters** – The group agreed to schedule planter placement prior to Earth Day. Planters will be set in advance, and coordination with the Central Community College Volunteers will be necessary to assist with placement. Soil will need to be ordered, with final quantities and details still to be determined. Each planter will require 4–5 inches of rock at the bottom, followed by felt lining. Adult volunteers will be needed for the installation process. Hilker has finalized the planting design, and was wondering if a photo opportunity event is planned. The group will reach out to the local newspaper for coverage. Planting will take place on April 22, with a rain date scheduled for the Thursday, April 24. Duffy and J Johnson will speak with nearby business owners to let them know they will not be responsible for maintaining the planters.
- 4. Budget – The group scheduled a budget planning work session for Tuesday, April 29 at 9:00 a.m. During this session, the Board will focus on identifying future projects and determining the associated costs for inclusion in next year's budget. This will be a working session only, with no additional topics to be discussed.
- 5. The Board reviewed three applications submitted for the current round of Downtown Revitalization funding.
 - a. The application from **Fabulous Forever** was tabled pending clarification on the awning bid and the total funding request. The Board requested additional information to resolve these discrepancies.
 - b. The Board recommended an increased award for **Kiara Ziemba**, who had previously been approved for a façade grant. Following the State Historical Preservation Office's review, additional surface work was required. The new bid for the extra work totaled \$4,500, and the Board approved an additional \$2,250 in funding. Motion by Marksmeier, second by Duffy to approve the amendment. Approved 8-0 with Ziemba abstaining.
 - c. The application from Crystal Klug, **Home Revival by KC LLC** was approved. The grant will assist with the replacement of windows and doors. The property is located at 2419 11th St. Total project cost is \$25,227.00. Grant ask was \$12,600.00. Motion by Duffy, second by Ziemba to approve the application, Motion carried 9-0.
 - d. All recommendations will be forwarded to City Council for final approval.
- 6. City Information
 - a. **Delinquent Assessments:** The final letter for delinquent assessments was shared with the Board for review. The format will remain the same as last year, with letters scheduled to go out at the end of June.
 - b. **Dilapidated Buildings:** Code Enforcement is currently addressing issues with a downtown business and has asked for the Board's assistance in

communicating with both the landlord and tenant about property upkeep. Marksmeier noted he has a good relationship with the tenant and will speak with them directly.

- c. **Social Media Policy:** Van Iperen updated the Board on the City's upcoming changes to the Social Media Policy, which will also apply to the BID Board. Marksmeier moved to accept the updated policy, with a second from Lindhorst. Motion carried 8-1, with Ziemba voting no.
 - d. **Downtown Maintenance – Chamber Plaques:** Van Iperen brought up the need for maintenance on the Chamber of Commerce plaques in Frankfort Square, noting they are starting to show wear. Rains and Lindhorst volunteered to bring the matter to the Chamber's attention.
 - e. **Business Class Suggestions:** The final class in the Thrive marketing series will take place on April 23. Van Iperen asked for input on future class topics. Suggestions included: Succession planning, Navigating insurance, "Dress for Success" (applies to businesses too). The group also talked about offering classes earlier in the day to accommodate schedules.
- 7. Guest Comments – none
 - 8. Next Meeting – May 12, 2025 at 1 p.m.
 - 9. Meeting adjourned at 2:26 p.m.