

## Locke Street Business Improvement Area Board Meeting

OCTOBER 24, 2022 @ 1:00pm

### MEETING AGENDA

#### Join Zoom Meeting

<https://us02web.zoom.us/j/86480970126?pwd=U05tVk53cFdiTVlONytwTDErYmFZQT09>

**Meeting ID:** 864 8097 0126

**Passcode:** unlocked

**Present:** Alex Hobcraft, Bettina Schormann – CHAIR, Brandon Stanicak, Erica Savoy, Rachael Amy Shay, Robyn Allan, Dao Nguyen, Steve Knight – TREASURER, Paul Furlong, Tracy MacKinnon – Executive Director (recording)

**Guests:**

**Regrets:** Councillor Maureen Wilson/Stephanie Hilson

1. **Call to order**
2. Proof of Vaccination required by City for September 30<sup>th</sup>- Council has removed the requirement for Boards/Committee volunteer appointees.
3. **Approval of Agenda.**
4. **Declarations of Interest**
5. **Approval of Minutes of Previous Meeting.**

- September 26, 2022

6. **Delegations**
7. **Consent items**
8. **Presentations**
9. **Discussion Items:**

#### **A: City of Hamilton: Councillor Maureen Wilson regrets**

- Main Street and King Street changes update – bus lanes installed on King St W. Post election, update on changes and two-way street changes
- Christmas free parking program – NOV 24-DEC 24
- Election Day – new mayor, Councillor election, AGM election of BIA Board in January. Councillor sits on BIA Board.

#### **B: Financial Update (Steve, Tracy):**

- Bank cards received. Online banking issues sorted. Working on autodeposit
- Receivables: Contributing to Operating Grant \$2771.51, Shared Parking revenue \$11 774.03, CEF grant \$10125, other Sundays Unlocked sponsorship funds, vendor funds received
- 2023 grants start to open in fall, some eligible for BIAs, others not
- Audit details – working on info
- BIA operations: streamlining account and other details for ease of Board change
- ***Motion to receive financial update.***

#### **C: Safety and Security (Tracy):**

- Crime update: outside BIA in residential area – 1 motor vehicle theft

#### **D: Business updates (Tracy):**

- Patios on Locke Street end OCT 31 – outdoor dining district a permanent program going forward
- New businesses open: Forrest & Harbour Co, The Acoustic Room, Ore Movement Studio, Clouded, Madam Bonbon
- Closed: Brux House end of month,
- Food truck – tax designation change to commercial – process started, private property change to commercial will have commercial taxes and BIA levy on property tax bill
- Other residential changes to commercial tax designation changes started, MPAC assessment process halted with COVID, expected for 2023

**E: Community Outreach (Tracy):**

- Election OCT 24

**F: Streetscape (Tracy):**

- Requesting assistance from City for transient visitors to the street – issue with some safety and security, mental health, threat to regular business activity, fear/concern from customers
- Planters – fall colours, mini pumpkins, perennial grasses, plants/flowers go longer in season
- Lighting – ready for Magic of Locke, multiple locations for trees along the street with outdoor outlets and spot to secure, warm white lights, goal to make it warm and inviting

**G: 2022 Events (Robyn and Tracy):**

- OCT 29 - Trick or Treat 12-3pm, pumpkin inflatables at spots along the street
- November 5 – Hamilton Day \$1000 grant – \$25 gift cards to be spent that day at participating businesses, division based on participation 40 x \$25
- NOV 18 & 19 - Tree Lighting/Magic of Locke, added Friday night to help with line-ups, planning underway, Santa and H&C booked, two-night late night shopping (staffing)? Maybe food focus for second night.
- DEC 10 & 11 NEW – Salvation Army giant kettle, live entertainment, media, etc.

**H: Strategy (Tracy):**

- Theme: Locke Street is open for business, outdoor smaller community events throughout year.
- Outdoor patios, outdoor shopping district, outdoor fresh, free parking NOV 24 – DEC 24
- Support local small business
- The Generator working well for social media – events marketing and promotions
- City BIA Consultant – working with in fall for Strategic/Marketing Plan – no cost to LBIA, report to come for AGM

***Motion to approve and receive discussion items.***

**10. Notice of Motions**

**11. Motions**

**12. General Information/Other Business**

**13. Adjournment.**

- Next meeting at 1pm on November 28, 2022. No December meeting. AGM in January.