

**Locke Street Business Improvement
Area Board Meeting
October 28, 2024 @ 1pm
Meeting Agenda**

In person at West Town Bar and Grill - 214 Locke Street S or via zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/82124590010?pwd=SVJqanBBbWpxa1RxR3AwNndPdkQ3Zz09>

Meeting ID: 821 2459 0010

Passcode: unlocked

Present: Bettina Schormann – CHAIR, Brandon Stanicak, Steve Knight – TREASURER, Dao Nguyen - VICE CHAIR, Councillor Maureen Wilson/Stephanie Hilson, Dwayne Cline, Chris Mindorff, Tracy MacKinnon – Executive Director (recording)

Guests:

Regrets: Alex Hobcraft, Robyn Allan

- 1. Call to order.**
- 2. Approval of Agenda.**
- 3. Declarations of Interest**
- 4. Approval of Minutes of Previous Meeting.**
 - Minutes of September 30, 2024

- 5. Delegations** None.
- 6. Consent items** None.
- 7. Presentations** None.
- 8. Discussion Items:**

A: City of Hamilton: Councillor Maureen Wilson/Stephanie Hilson

- Main Street changes update – Main St & King St
- HAAA park update - 2024 upgrades and construction TBD.
- Holiday parking for 2024. NOV 24-DEC 24 free parking. Thank you Councillor Wilson.
- Support for road closure costs for Sundays UnLocked approved ~\$14000. Thank you Councillor Wilson.
- Garbage – a couple of busy spots, request for blue recycling containers to be installed – request under review. 7 day a week pick up. Extra garbage bagged from Sundays UnLocked – works well with City pick up on Mondays.
- End of year report. Policies required and will review at NOV meeting.
- Other

A1 - H: Sub-Committees (Dwayne):

- **Sub-Committees formation:**
 - **Marketing/Branding/Social media/presentation of Locke St** – Dao, Chris, Tracy
 - **Beautification** – Amy, Dao, Robyn, Tracy
 - **Festival/Activations** – Brandon, Chris, Robyn, Dao, Tracy
 - **Executive Committee** – Bettina, Steve, Dao – already in existence as per BIA ByLaws.
- **Descriptions/Mandates of each Sub-Committee:**

C: Streetscape (Aimee, Tracy):

- A few white pines need replacement. Two cut 90% cut off. Should a post be done to public?

Watch for vandalism and removal and remind paid for by merchants?

- Pumpkin display doing well – just a few pumpkins taken, many photos last two weekends and multiple positive comments.
- Christmas display there? Request for BIA to adopt the area in with City.
- Spring bulbs planted soon for spring colour.
- Some daytime colour for the holidays.

D: Financial Update (Steve, Tracy):

- CRA to change BIA to municipal status – process moving along.
- Audit update - KPMG to start 2022 after changing to new system. Now old accountant is working on the statements and will complete this week. Will help with audit submission.
- Funds to come: summer student grant ~ \$5100 and ~\$14000 road closures, shared parking revenue \$11774.03 (2023 = same) to come when up to date. CEF grant \$7360 received.
- Parking fees confirmed covered for 2024 events (Magic of Locke).
- ***Motion to receive financial update.***

E: Safety and Security (Tracy):

- Crime update: nothing reported inside the BIA, but some very close to BIA: 1 motor vehicle theft, 1 theft from motor vehicle, 1 residential B&E
- Confirming date for crime safety night, info and digital session looking at Thursday night in November.

F: Business updates (Tracy):

- New businesses opened: Craig's Cookies – 206 Locke St to Noir - 137 Locke St S , AlBash Shawarma – 197 Locke St S
- New businesses to open soon - 101 Locke - Abella D Angelo Hair, Dentistry on Locke, 206 Locke St – Dermatology Clinic and Pharmacy. Forrest and Harbour new tenant unknown with renovations happening (pizza restaurant???)
- PATIOS on Locke Street – seem to be doing well. Democracy, Bardo, Peruviano, West Town, Squire on Locke. POSSIBLE – extension of patios to Hamilton Day weekend – request in with the City.
- Real Estate report:
For sale: 139-147 Locke St S (FLO/Mortgage/Cash) \$1 999 000
For sale: 184-88 Locke St S (former Clouded) \$2 400 000
For sale: 215 Locke St S (Modern Design Studio) \$ 1 899 999
- A few spots open for lease and not listed – former Mortgage and Cash place 147 Locke Street
- Food Trucks: City ByLaws now doing an investigation. Food Truck announced last weekend Thanksgiving, but then opened for Sundays UnLocked on OCT 20th, permit on window shows expiry of June 2024. This is in violation of the Class B license the City said they issued them.

G: Community Outreach (Tracy):

- Sundays UnLocked – community groups (Scouts, Churches, school, youth mental health, not-for-profit rates extended to community organizations like L'Arche, Players Guild).

H: 2024 Events/Festivals/Activations (Robyn and Tracy):

- Sundays UnLocked October

- More business participation, very positive feedback
- Businesses reported increase in activity and sales
- General consensus that October event was a better date for event
- October 20 – desire to still keep trick or treat OCT 26, over 40 businesses participated, about 400 children (+parents/family/friends). Lots of photo taken. People thankful and grateful for the children’s family event.
- Survey of businesses – review of questions:
 - Did you participate in Sundays UnLocked 2024?
 - In how many did you participate?
 - Did you find it beneficial?
 - Did in increase sales and/or interaction with current/potential/new customers/clients?
 - Did you like having UnLocked days on a Sunday?
 - Did you like having 4 Sundays UnLocked?
 - Would you participate again in 2025?
 - Did you like having the October Sundays UnLocked?
 - What would be you preferred months for Sundays UnLocked 2025? Options
 - Would you like to help out with events?
 - Comments and/or suggestions for 2025
- **Hamilton Day NOV 1-3** – confirm grant \$1500 (includes Chamber membership). Giveaways, live music (11-5 on West Town patio), and walking tour (12noon) on SAT 2 NOV.
- **Magic of Locke (NOV 15 & 16)**
 - Christmas Coke truck confirmed – good promotions, Santa visits, logistics TBC
 - Large Christmas tree and lighting – at West Town? Brandon confirmed use of power and location. Real or fake?
 - Other smaller trees where there is power
- **2024 EVENTS**
 - JUN 16 – Sundays UnLocked (#1)
 - JUL 21 - Sundays UnLocked (#2)
 - SEP 22 - Sundays UnLocked (#3)
 - OCT 20 - Sundays UnLocked (#4)
 - OCT 26 - Trick or Treat 12-2pm
 - NOV 2 – Hamilton Day (weekend NOV 1-3)
 - NOV 15 & 16 - Magic of Locke (Friday eve and Saturday daytime)
 - DEC – Holiday shopping (3 Thursdays in DEC 5, 12, 19 with late night shopping, options for businesses to participate. (Not able to get carriage rides right now).

10. Notice of motion

11. Motions

12. General Information/Other Business

13. Adjournment.

Next meeting Monday, November 25th at 1pm at West Town and via zoom.
 (last MON of month at 1pm) NOV 25, NO DEC