

BUSINESS IMPROVEMENT DISTRICT NO. 27
Burleigh Street
PROSPOSED OPERATING PLAN (Year Seventeen)

June 2017

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I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes ((see Appendix A) enabling cities to establish Business Improvement Districts (BIDs). The purpose of the law is “to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” (1983 Wisconsin Act 184, Section 1, legislative declaration.)

Business improvement district assessments are quite similar to traditional special assessments wherein property owners are assessed for improvements or services that benefit them. Unlike the traditional special assessment, however, business improvement district assessments can be used to finance a wide range of activities, services, and improvements. Some BIDs in Wisconsin have funded physical improvements like street lighting or parking; others have funded business recruitment programs; others have promoted increased services in the district such as security or snow removal; still others have produced promotional and marketing materials and events.

The City of Milwaukee has received a petition from property owners which requests creation of a Business Improvement District for the purpose of revitalizing and improving the Burleigh Street business area in Milwaukee’s northwest side (see Appendix B). The BID law requires that every district have an annual Operating Plan. **This document is the 17th Operating Plan for the proposed Burleigh Street district.** The BID proponents prepared the Plan with technical assistance from the City of Milwaukee Department of City Development and UW Extension.

Section 66.608 (3) (b), Wis. Stats. Requires that a BID Board of Directors “...shall annually consider and make changes to the operating plan. The Board shall then submit the operating plan to the local legislative body for its approval.” Given that, a grassroots and comprehensive planning process, consisting of business operators and property owners, did establish the primary mission of the Burleigh Street BID-to facilitate commercial development within the proposed District.

Development of the District through creation of the BID is proposed because:

1. The BID law provides a mechanism whereby private property owners can work together in conjunction with the City to develop the District.
2. Existing public funding sources used to help maintain and promote the District may not be sufficient. Continuing unified development efforts will have to be financed with new private resources as well as existing public dollars.
3. The District includes properties of varying types and sizes. Some form of cost sharing is necessary because it is not feasible for small group alone to support District development efforts. The BID Plan provides a fair and equitable mechanism for cost sharing which will benefit all business and properties within the District.
4. Use of the BID mechanism will help ensure that the entire District will be promoted and developed as expeditiously as possible.

B. Physical Setting

The boundaries of the proposed Burleigh Street BID follow Burleigh Street from Sherman Boulevard on the east, to 60th Street on the west and shall include all properties and buildings within the boundaries. While predominantly commercial in character, the District includes several residential properties. By statute properties are not assessed, as noted in Section IV B (2) of this document.

The Burleigh Street BID occupies a strategic location within Milwaukee's northwest side. It is one of the main shopping districts located between the major Routes 41 (Appleton Avenue) and I45 (Fond Du Lac Avenue) and is accessed by Roosevelt Boulevard in the west and Sherman Boulevard on the east.

The Burleigh Street BID contains a large concentration of late 19th and early 20th century commercial buildings. Several individual buildings have a characteristic "Milwaukee" architectural quality providing a common denominator among the older stock.

The Burleigh Street BID location near major thoroughfares would help support its future role as a **high-value commercial and residential area**. Low density commercial uses might best be either selectively maintained or eventually phased out, given the area's higher density development potential.

II. DISTRICT BOUNDARIES

Boundaries of the proposed district are exhibited in Appendix C of this plan. A listing of the properties included in the district is provided in Appendix D.

III. PROPOSED OPERATING PLAN

A. Plan Objectives

The objective of the BID is to: Maximize resources and implement activities to promote, manage, maintain and develop the District in ways that will result in neighborhood safety, improved area image and new business development.

B. Proposed Activities – Year 17

Principle activities to be engaged in by the district during its year seventeen of operation will include:

Develop and implement timely information on topics such as police patrol, garbage clean-up, Marketing opportunities, and other topics of local concern to members, retailers, and others in the form of article, fliers, e-mails and other appropriate methods.

Create a business directory and encourage businesses to relocate to the district.

Direct and/or collaborate with other City Departments in the implementation of streetscape and other long-range plans approved by the board of directors. Agencies included but not limited to include the Department of Public Works and Department of City Development.

Encourage and support façade improvements as well as encourage all commercial buildings to be maintained graffiti free. Provide staff assistance to property owners and developers who are engaged in property improvements and redevelopment actions. Ensure the streets in the District are maintained throughout the year, including cleanup activities as well as routine maintenance.

Create awareness for area businesses on safety and security measures and serve as a liaison with the security offices of area institutions and the Milwaukee Police Department.

Marketing and visual enhancement of the Commercial District.

C. Proposed Budget

Year seventeen, recognizing that it is beyond the resources and capacity of Business Improvement District No. 27 to address every issue affecting the district, the Board shall set priorities for expenditures based on cost effectiveness and fulfillment of the goals of the BID. Grants may be awarded during the program year that are not presently identified as such but fit within the intent of the Operating Plan.

The board shall have the authority to revise the budget as necessary during the year to match the funds actually available. Functional expenditures anticipated being in these approximate amounts:

<u>Clean-up/Safety and Security - \$14,850.00</u>	
A. Building exterior enhancement work	\$ 8,500.00
B. Street clean-up / maintenance	\$ 2,500.00
C. Sidewalk	\$ 3,500.00
D. Misc. cleaning	\$ 350.00
<u>Promotion/marketing/image campaign - \$1,700.00</u>	
A. newsletter/marketing	\$ 500.00
B. Planting and/or landscaping	\$ 700.00
C. Winter lighting project	\$ 500.00
<u>Consultation Expenses - \$15,000.00</u>	
Director/Manager services included work performance and incentives	\$ 15,000.00
<u>General Expenses - \$3,450.00</u>	
Office supplies and/or equipment	\$ 800.00
Telephone	\$
Postage	\$ 200.00
Printing	\$ 350.00
Insurance	\$ 1,600.00
Equipment including repair and maintenance	\$ 500.00
<u>Outsides Services - \$4,600.00</u>	
Accountant (regular and audit	\$ 4,100.00
Legal	\$ 500.00
<u>Miscellaneous and contingency - \$1,343.00</u>	\$ 1,343.00
<u>Total</u>	\$ 40,943.00

Except as identified herein, all expenditures will be incurred during the current Plan year. Any funds remaining on any budget line item above may be moved to another budget line item, as determined

by the BID board. Any unused funds remaining at the end of the year shall be used for the following plan year. Of these funds **fifty-percent** of the difference between the annual gross incomes vs. the expenditures will be held in reserve.

The BID board may consider grants made for financial hardships on a case-to-case basis. The BID director/manager has immediate authority to spend up to two-hundred dollars without first obtaining board approval. The petty cash items purchased are to be reviewed monthly. The BID board will not incur any long term debt which cumulatively **exceeds twice** the current operating budget without the consent of the majority of the board. Long term debt is defined as any debt with payments of principle and interest that exceeds **twelve** months.

If any additional funds are received by the BID, whether from gifts, grants, government programs or other sources, they shall be expended for the purposes identified herein, and in the manner required by the source of such funds, or, if the funds have no restrictions, in the manner determined by the BID board. All physical improvements made with these funds shall be made in the BID district. The location of other expenditures shall be as determined by the BID board. The BID board shall have the authority and responsibility to prioritize expenditures and to revise the budget as necessary to match the funds actually available.

D. Financing Method

It is proposed to raise **\$40,943.00** through BID assessments (see Appendix D). The BID board shall have the authority and responsibility to prioritize expenditures and revise the budget as necessary to match the funds actually available.

The proposed expenditures will be financed from monies collected from the BID assessments. The BID assessment is levied by the City, which shall be a lien against each of the non-exempt tax parcels of real property contained in the BID district. It is estimated that 100 percent of the BID budget will be raised through assessments (see Appendix D).

E. Organization of BID Board

The grassroots planning process that petitioned for the creation of the Burleigh Street BID will establish a slate of Director Candidates for Mayoral and Common Counsel Approval as required by Wis. Stats. Section 66.608 (6).

Upon creation of the BID, the Mayor will appoint members of the district board ("board"). The board's primary responsibility will be implementation of this Operating Plan. This will require the board to negotiate with providers of service and materials to carry out the Plan; to enter into various contracts; to monitor development activity; to periodically revise the Operating Plan; to ensure district compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of BID assessments.

State law requires that the board be composed of at-least five members and that a majority of the board members be owners or occupants of property within the district. For purposes of this section "member" means an individual owner-occupied of a parcel, or a representative of an entity owner of such parcel.

No one individual, and no more than one representative of any entity, may hold more than one board position. If, during the course of a term a board member's situation changes, so that he/she no longer fits the definition for that seat, such as by selling their parcel, he/she shall continue to serve in that position until the end of that calendar year, and a new member fitting the requirements of that seat shall be appointed to complete that term, prior to the next January 1st, with the members whose terms are expiring.

On or before December 1st, of each year, the board will submit its recommendations to the mayor of the City of Milwaukee for seats of expiring Board members.

It is recommended that the BID board be structured and operate as follows:

1. **Board size** – at least five members – not to exceed seven members.
2. **Composition** – 5 members shall be owners of BID assessed property or operators of businesses, or their representative within the district, and one representative of the Sherman Park Community, to be recommended by the president of the Sherman Park

Community Association (SPCA) and approved by the sitting BID board. The board shall elect its officers from among its members.

3. **Term** – New appointments to the board shall be for a period of two years. Reappointment to the board shall be for a period of three years.
4. **Compensation** – None
5. **Meetings** – All meetings of the board shall be governed by the Wisconsin Open Meeting Law. The board shall meet regularly, at least twice each year. The Board shall adopt rules of order (“by-laws”) to govern the conduct of its meetings. (See Exhibit 1).
6. **Record Keeping** – Files and records of the board’s affair shall be kept pursuant to public record requirements.
7. **Staffing** – The board may employ staff and/or contracts for staffing services pursuant to this plan and subsequent modifications thereof.
8. **Powers** – It is intended that the BID board shall have all powers authorized by law, and by their plan including, but not limited to, the following powers:
 - To manage the affairs of the District.
 - To promote new investments and appreciation in value of existing investments.
 - To contract on behalf of the BID.
 - To develop, advertise and promote the existing and potential benefits of the district.
 - To lease office space within the District.
 - To undertake on its own account public improvements and/or to assist in development, underwriting or guaranteeing public improvements within the district.
 - To apply for, accept and use grants and gifts for these purposes.
 - To elect officers, hire employees and contract out work as necessary to carry out these goals.
 - To add to the security of the district.
9. **Officers** – The board shall elect a chairman, vice-chairperson, treasurer and secretary from its members, any two of the four of which, shall have the power to execute documents on behalf of the full board. The board may also give its staff limited ability to execute documents and/or write checks to carry out the plan.

F. Relationship to the Burleigh Street Community Development Corporation (BSCDC) and the Sherman Park Community Association (SPCA).

The BID shall be a separate entity from the Burleigh Street Community Development Corporation (BSCDC) and the Sherman Park Community Association (SPCA). The BSCDC and the SPCA shall remain a private organization, not subject to the open meeting law, and not subject to the public record law except for its records generated in connection with the BID board. The BSCDC and the SPCA may, and it is intended, shall, contract with the BID to provide service to the BID in accordance with this plan.

IV. METHOD OF ASSESSMENT

A. Assessment Rate and Method

The principle behind the assessment methodology is that each property should contribute to the BID in proportion to the benefit derived from the BID. After consideration of other assessment methods, it was determined that assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, a fixed assessment on the assessed value of the property was selected as the basic assessment methodology for this BID.

The use of a minimum value is designed to reflect the expected benefits to the area by the BID. Since most of the proposed BID activities are district-wide and not property specific, the proposed minimum assessment is designed to spread the level of cost to all properties within the district. Above this minimum level, it is believed that there will be some additional benefits received based upon the value of the property.

As of June 31, 2017, the property in the proposed district has a total assessed value of \$12,759,213.00.

This plan proposes to assess the property in the district at a rate of \$3.70 per \$1,000.00 of assessed value. Assessments less than \$200.00 will be assessed at a flat rate of \$200.00.

The maximum amount of assessment increase that the BID board can affect can be no more than 25% greater than the assessment in the previous year without first obtaining a positive vote of property owners representing at least 50% of the assessed properties. Any assessment increase of 25% or less must be approved by a simple majority vote of assessed property owners at a special meeting called for that purpose with at least 5 days written notice given, of that meeting. Appendix D shows the projected assessment for each property included in the district.

B. Excluded and Exempt Property

The BID law requires explicit consideration of certain classes of property. In compliance with the law, the following statements are provided.

1. State Statute 66.1109 (1) (f) Im: The district will contain property used exclusively for manufacturing purpose, as well as properties used in part for manufacturing. These properties will be assessed according to the method set forth in this plan because it is assumed that they will benefit from development in the district.
2. State Statute 66.1109 (5) (a): Property known to be used exclusively for residential purposes will not be assessed; such properties will be identified as BID exempt properties in Appendix D, as revised this year.
3. In accordance with the interpretation of the city attorney, regarding State Statute 66.1109 (1) (b), property exempt from general real estate taxes has been excluded from the district. Privately owned tax-exempt property adjoining the district and which is expected to benefit from district activities may be asked to make financial contribution to the district on a voluntary basis.
4. When and if any amendment to the BID law is enacted, that will allow tax-exempt parcels to be included within the boundaries of BIDs, any tax-exempt parcels that are excluded from the boundaries shown in Appendix C, but which have frontage on BID 27 area shall be included in the district without need of separate action by the Common Council of the city of Milwaukee.

Privately owned tax exempt property adjoining the district that is expected to benefit from district activities may be asked to make a financial contribution to the district on a voluntary basis.

Further, property which is presently not taxable within the BID district (e.g. wholly Residential or partial residential property), which receive a benefit from district activities, may be asked to make a financial contribution to the district on a voluntary or other basis.

5. The BID has determined that properties which are zoned commercial, whether or not any substantial portion of the property is used for residential purposes or uses, is included within eligible property subject to BID assessments. In the event that there is a change in Wisconsin law or in any applicable local municipal or other ordinance governing the regulation and operation of business improvement districts, our BID reserves the right to take steps as are necessary and deemed appropriate to prevent any disproportional assessment of such properties and either amend the Operating Plan or have its board pass appropriate resolutions providing for the adjustment to the assessment of substantially residential property.

V. RELATIONSHIP TO MILWAUKEE COMPREHENSIVE PLAN AND ORDERLY DEVELOPMENT OF THE CITY

A. City Plans

In February 1978, the Common Council of the City of Milwaukee adopted a Preservation Policy as the policy basis for its Comprehensive Plan and as a guide for its planning, programming and budgeting decisions. The Common Council reaffirmed and expanded the Preservation Policy in Resolution File Number 881978, adopted January 24, 1989.

The Preservation Policy emphasizes maintaining Milwaukee's present housing, jobs, neighborhoods, services and tax base rather than passively accepting loss of jobs and population, or emphasizing massive new development. In its January 1989 reaffirmation of the policy, the Common Council gave new emphasis to forging new public and private partnerships as a means to accomplish preservation.

The district is a means of formalizing and funding the public-private partnership between the City's Comprehensive Plan and Preservation Policy.

B. City Role in District Operation

The City of Milwaukee has committed to helping private property owners in the district, promote its development. To this end, the City expected to play a significant role in the creation of the Business Improvement district and in the implementation of the Operating Plan. In particular, the City will:

1. Provide technical assistance to the proponents of the district through adoption of the Plan, and provide assistance as appropriate thereafter.
2. Monitor and when appropriate, apply for outside funds that could be used in support of the district.
3. Collect assessments, maintain in a segregated account, and disburse the monies of the district.
4. Receive annual audits as required per sec. 66.1109 (3) (c) of the BID law.
5. Provide the board, through the Tax Commissioner's office, on or before June 30th of each plan year, with the official city records and the assessed value of each tax key number with the district, as of January 1st of each plan year, for purposes of calculating the BID assessments.

6. Encourage the State of Wisconsin, Milwaukee County and other units of government to support the activities of the district.

VI. PLAN APPROVAL PROCESS

A. Public Review Process

The Wisconsin Business Improvement District Law establishes a specific process for reviewing and approving proposed districts. Pursuant to the statutory requirements, the following process will be followed:

1. The Milwaukee City Plan Commission will review the proposed district boundaries and proposed Operating Plan and will then set a date for a formal public hearing.
2. The City Plan Commission will send, by certified mail, a public hearing notice and a copy of the proposed Operating Plan to all owners of real property within the proposed district. In addition, a Class 2 notice of the public hearing will be published in a local newspaper of general circulation.
3. The City Plan Commission will hold a public hearing, will approve or disapprove the plan, and will report its action to the Common Council.
4. The Economic Development Committee of the Common Council will review the proposed BID plan at a public meeting and will make a recommendation to the full Common Council.
5. The Common Council will act on the proposed BID plan.
6. If adopted by the Common Council, the proposed BID plan is sent to the Mayor for his approval.
7. If approved by the Mayor, the BID is created and the Mayor will appoint members to the district board established to implement the plan.

B. Early Termination of a BID District

The City shall consider terminating the District if the owners of property assessed under the Operating Plan having a valuation equal to more than 50% of the valuation of all property assessed under the Operating Plan, using the method of valuation specified herein, or the owners of property assessed under the Operating Plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the Operating Plan, file a petition with the City Plan Commission requesting termination of the District. On or after the date such a petition is filed, neither the Board nor the City may enter into any new obligations by contract or otherwise until the expiration of thirty (30) days after the date a public hearing is held and unless the District is not terminated.

Within thirty (30) days after filing of a petition, the City Plan Commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a Class 2 notice. Before publication, a copy of the notice with a copy of the Operating Plan and a copy of the detail map showing the boundaries of the District shall be sent by certified mail to all owners of real property within the District.

Within thirty (30) days after the date of such hearing, every owner of property assessed under the Operating Plan may send a written notice to the City Plan Commission indicating, if the owner signed a petition, that the owner retracts the owner's request to terminate the District or, if the owner did not sign the petition, that the owner requests termination of the District.

If, after the expiration of thirty (30) days after the date of the public hearing, by petition or subsequent notification and after subtracting any retractions, the owners of property assessed under the Operating Plan having a valuation equal to more than 50% of the valuation of all property assessed under the Operating Plan, using the method of valuation specified in the Operating Plan, or the owners of property assessed under the Operating Plan having an assessed valuation equal to more than 50% of the assessed valuation of all properties assessed under the Operating Plan have requested the termination of the District, the City shall terminate the District on the date that the obligation with the latest completion date entered into to implement the Operating Plan expires.

VII. FUTURE YEAR OPERATING PLANS

A. Phased Development

It is anticipated that the BID will continue to revise and develop the Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in this initial Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the board and the city to annually review and take changes as appropriate in the Operating Plan. Therefore, while this document outlines in general terms, the complete development program, it focuses upon year sixteen activities, and information on specific assessed values, budget amounts and assessment amounts are based on year sixteen conditions. Greater detail about subsequent year's activities will be provided in the required annual plan updates, and approval by the Common Council of such plan updates shall be conclusive evidence of compliance with this plan and the BID law.

In later years, the BID Operating Plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Milwaukee.

B. Amendment, Severability and Expansion

This BID has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of this Statute invalid or unconstitutional, its decision will not invalidate or terminate the BID, and this BID plan shall be amended to conform to the law without need of re-establishment.

Should the legislature amend the Statute to narrow or broaden the process of a BID as to exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Milwaukee as and when it conducts its annual Operating Plan approval and without necessity to undertake any other act. This is specifically authorized under Section 66.1109 (3) (b).

APPENDICES

APPENDIX A

STATUTE

1983 Wisconsin Act 184

AN ACT to create 66.608 of the statute, relating to business improvement districts.

The people of the State of Wisconsin, represented in senate and assembly, do enact as follows.

SECTION 1. Legislative declaration. It is declared that 83 Wis. Act 184

(1) The continued vitality of the commercial business districts of this state, especially those in downtown and central city areas, is necessary to retain existing businesses in and attract new businesses in this state.

(2) Declining public revenues emphasize the importance of assembling viable public/private partnerships to undertake revitalization of these districts.

(3) The establishment of a business improvement district system benefits the health, safety, welfare and prosperity of the people of this state.

(4) It is the purpose of this act to authorize cities, villages and towns to create one or more business improvement districts to allow business within those districts to develop, to manage and promote the district and to establish an assessment method to fund these activities.

SECTION 2. 66.608 of the statutes is created to read:

(a) "Board" means a business improvement district board appointed under sub: (3) (a).

(b) "Business Improvement District" means an area within a municipality consisting of contiguous parcels subject to general real estate taxes. Other than railroad right-of-way, and may include railroad rights-of-way, rivers or highways continuously bounded by the parcels on at least one side.

(c) "Chief Executive Officer" means a mayor, city manager, village president or town chairman.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating Plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m: Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subs. 1 to 4 has been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none, a board of public land commissioners, or, if none, a planning committee of the local legislative body.

(2) A Municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) Has petitioned the municipality for creation of a business improvement district.

(b) The planning commission had designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under Ch. 985. Before publication, a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the initial proposed operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local Legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3) (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real estate in the business improvement district.

(b) The board shall annually consider and any make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any changes to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted or amended and approved under this section, shall have all power necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other monies received from the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the cost of audits required under sub. (3) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all money collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed in the business improvement district, in the same proportions as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owner of the property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date the petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the

expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (c).

(c) Within 30 days after the filing under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under Ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting and retraction under par. (d), the owner of property assessed under the operating plan having a valuation equal to more than 50% of valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owner of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, having requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5) (a) Real property used exclusively for residential purposes may not be specially assessed for purposes of this section.

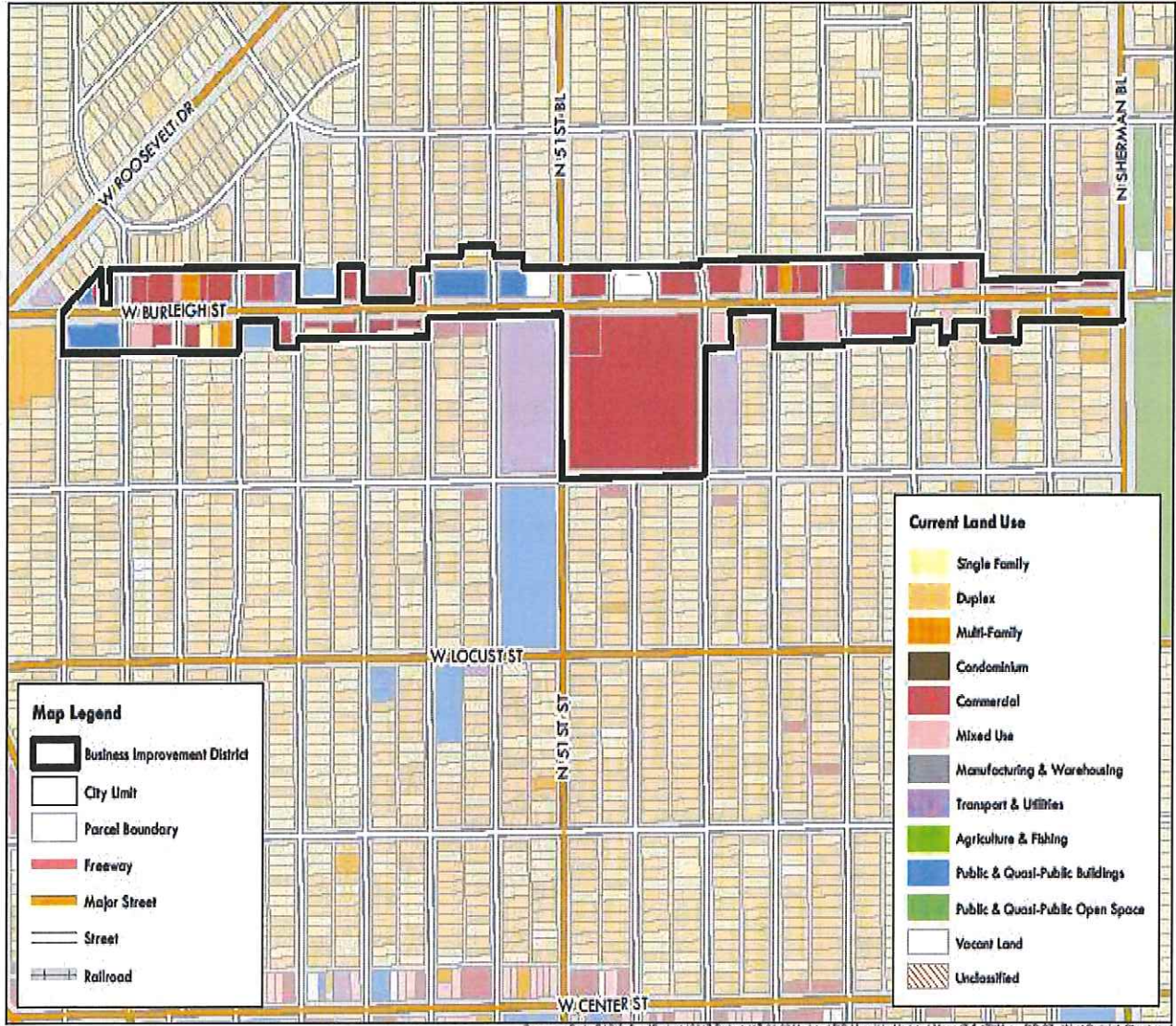
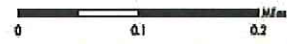
(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

APPENDIX B

BID NO. 27: WEST BURLEIGH STREET CITY OF MILWAUKEE

Prepared by the Dept. of City Development Planning Division, 7/6/2017
Source: City of Milwaukee Information Technology Management Division,
Dept. of City Development Commercial Corridors Team



Map Legend

- Business Improvement District
- City Limit
- Parcel Boundary
- Freeway
- Major Street
- Street
- Railroad

Current Land Use

- Single Family
- Duplex
- Multi-Family
- Condominium
- Commercial
- Mixed Use
- Manufacturing & Warehousing
- Transport & Utilities
- Agriculture & Fishing
- Public & Quasi-Public Buildings
- Public & Quasi-Public Open Space
- Vacant Land
- Unclassified

APPENDIX C

PROJECTED ASSESSMENTS AS OF June 2017

Tax key/Account No.	Property Address	Owner's/Operator's Name	Property Class	Property Assessment Year 17	Obj.	BID Assessment At \$3.70/\$1000 Assessed Value or Established Minimum
2880122000	4600 W BURLEIGH	ABIDING FAITH FELLOWSHIP	Exempt	\$ -		
2890386000	5820 W BURLEIGH	TRUE VINE M B C INC	Exempt	\$ -		
2890966000	3100 N 52ND	CONGREGATION BETH JEHUDAH	Exempt	\$ -		
2890991000	5226 W BURLEIGH	GOOD SAMARITAN CHURCH	Exempt	\$ -		
3061501000	5831 W BURLEIGH	ST ANNE'S CATHEDRAL HOLY	Exempt	\$ -		
2880124000	4610 W BURLEIGH	ALBERT YEE	Local Commercial	\$ 7,200		\$ 200.00
2881163000	5000 W BURLEIGH	ST JOSEPH'S HOSPITAL OF	Local Commercial	\$ 19,500		\$ 200.00
2890965000	5100 W BURLEIGH	CONGREGATION BETH	Local Commercial	\$ 25,000		\$ 200.00
2890341100	5506 W BURLEIGH	TRANSFORMATION TEMPLE INC	Local Commercial	\$ 25,713		\$ 200.00
3070626000	4419 W BURLEIGH	COPPER KETTLE LTD	Residential	\$ 34,100		
3069998000	5625 W BURLEIGH	MICHAEL A SCHMIDT	Local Commercial	\$ 35,300		\$ 200.00
3070647000	3075 N 45TH	FREEDOM PARTNERS LLC	Residential	\$ 35,400		
3070674000	3074 N 46TH	JJ SKY LLC	Residential	\$ 37,000		
2880492000	4704 W BURLEIGH	MCKPLACO INC	Local Commercial	\$ 44,200		\$ 200.00
2880705000	4424 W BURLEIGH	JUSTIN D JACKSON	Local Commercial	\$ 44,900		\$ 200.00
2880480000	4642 W BURLEIGH	PSRALM LTD	Local Commercial	\$ 47,300		\$ 200.00
3070802000	4425 W BURLEIGH	YER LOR	Local Commercial	\$ 48,600		\$ 200.00
2890385000	5814 W BURLEIGH	BARBARA SAGE	Local Commercial	\$ 54,400		\$ 201.28
2880732000	4326 W BURLEIGH	RENAD JARABA	Local Commercial	\$ 60,000		\$ 222.00
3069996000	5611 W BURLEIGH	BLACK STAR REAL ESTATE	Residential	\$ 60,900		\$ 225.33
3060461000	5401 W BURLEIGH	AUTO FIX SERVICE & REPAIR	Local Commercial	\$ 62,900		\$ 232.73
2880104000	4508 W BURLEIGH	JANICE BYAS	Local Commercial	\$ 66,900		\$ 247.53
2890368000	5616 W BURLEIGH	THOMAS A KARAGIANIS	Local Commercial	\$ 73,800		\$ 273.06

2890989000	3125 N 52ND	WILLIAM J RUDOLPH	Residential	\$ 77,500		
3060488000	3070 N 55TH	JAMES M METHU	Residential	\$ 77,600		
2880731000	4300 W BURLEIGH	LIVING EPISTLE CHURCH OF	Local Commercial	\$ 78,700		\$ 291.19
2890373000	5722 W BURLEIGH	RICHARD R ROST	Local Commercial	\$ 80,900		\$ 299.33
2890340000	5512 W BURLEIGH	BARBARA LOUISE BRADEN	Local Commercial	\$ 81,400		\$ 301.18
3060203000	5501 W BURLEIGH	PAMELA MCNEALY	Local Commercial	\$ 81,500		\$ 301.55
3060432000	3073 N 53RD	JEFFREY G RICE	Residential	\$ 84,900		
2890383000	5800 W BURLEIGH	MILW CARDIAC CARE LLC	Local Commercial	\$ 86,700		\$ 320.79
3060489000	5425 W BURLEIGH	MELVIN GRISBY	Local Commercial	\$ 88,500		\$ 327.45
3069997000	5615 W BURLEIGH	ROBERSON G MERRIWEATHER	Residential	\$ 95,200		
2880103000	4500 W BURLEIGH	QUANTEX PROPERTIES LLC	Local Commercial	\$ 95,300		\$ 352.61
2880493000	4712 W BURLEIGH	ROSE N FLEMING	Local Commercial	\$ 96,300		\$ 356.31
2890992000	3116 N 53RD	AUSTIN C HENDERSON	Residential	\$ 106,600		
3060101000	5701 W BURLEIGH	MICHAEL A SCHMIDT	Local Commercial	\$ 109,000		\$ 403.30
3060102000	5725 W BURLEIGH	CITY OF MILW	Local Commercial	\$ 112,000		
2890967000	3116 N 52ND	CONGREGATION BETH JEHUDAH	Residential	\$ 114,300		
2880123000	4606 W BURLEIGH	PROBUCOLLS ASSOCIATION	Local Commercial	\$ 116,000		\$ 429.20
3060430000	5301 W BURLEIGH	MELVIN E GRISBY	Local Commercial	\$ 119,000		\$ 440.30
2890990000	3117 N 52ND	MAKINI J TRIPLETT	Residential	\$ 121,700		
2881161000	4912 W BURLEIGH	PAUL & CAROL RUBITSKY TRUST	Local Commercial	\$ 123,000	Obj	\$ 455.10
2881162000	5020 W BURLEIGH	SIU KWOK YEE	Local Commercial	\$ 124,000		\$ 458.80
3070627000	4409 W BURLEIGH	JOENETTE D KELLY	Mercantile Apartment	\$ 126,000		
3070625000	4325 W BURLEIGH	AML INVESTMENTS LLC	Mercantile Apartment	\$ 130,000		
3070601000	3073 N SHERMAN	AML INVESTMENTS LLC	Mercantile Apartment	\$ 132,000		
2880495100	4726 W BURLEIGH	PAUL S & CAROL R RUBITSKY	Local Commercial	\$ 135,000		\$ 499.50
2890318000	5408 W BURLEIGH	HORIZON HEALTHCARE, INC.	Local Commercial	\$ 145,000		\$ 536.50
2890370000	5632 W BURLEIGH	CANDICE T BIBBINS	Local Commercial	\$ 149,000		\$ 551.30
3069995000	5601 W BURLEIGH	TINO BATES	Mercantile Apartment	\$ 156,000		
2890371100	5716 W	NORTHERN MOTORS LLC	Local Commercial	\$		\$ 580.90

	BURLEIGH			157,000		
2880106000	4532 W BURLEIGH	DAVID T WASMUND	Local Commercial	\$ 162,000		\$ 599.40
3070515100	4731 W BURLEIGH	DAVID M & MARCIA EISENBACH	Local Commercial	\$ 162,000		\$ 599.40
3060459100	5325 W BURLEIGH	ARUNAOBI INTEGRATED MEDICAL	Local Commercial	\$ 173,000		\$ 640.10
3070675000	4515 W BURLEIGH	WELLESLEY EDWARDS	Local Commercial	\$ 185,000		\$ 684.50
2890369000	5624 W BURLEIGH	JAMES A YOURKOVICH	Mercantile Apartment	\$ 214,000		
2890367000	5606 W BURLEIGH	IRVIN BOSTWICK	Local Commercial	\$ 215,000		\$ 795.50
2880494000	4720 W BURLEIGH	4720 W BURLEIGH LLC	Mercantile Apartment	\$ 228,000		
2880704000	4404 W BURLEIGH	JANETTE HERRERA	Local Commercial	\$ 235,000		\$ 869.50
2891096000	5300 W BURLEIGH	5300 W BURLEIGH LLC	Local Commercial	\$ 244,000		\$ 902.80
2890339000	5520 W BURLEIGH	LAQUANDA GRAY	Local Commercial	\$ 260,000		\$ 962.00
2880125000	4616 W BURLEIGH	STATE BANK OF TEXAS	Local Commercial	\$ 291,000		\$ 1,076.70
3070501100	4623 W BURLEIGH	B L MARTIN INVESTMENTS LLC	Special Mercantile	\$ 294,000		\$ 1,087.80
2880105000	4518 W BURLEIGH	JOHN T WORKMAN	Local Commercial	\$ 330,000		\$ 1,221.00
2880519000	4800 W BURLEIGH	JO LLC	Local Commercial	\$ 421,000	Obj	\$ 1,557.70
3070541000	4829 W BURLEIGH	WHEATON FRANCISCAN HEALTH-	Local Commercial	\$ 470,000		\$ 1,739.00
2880520100	4812 W BURLEIGH	MUTUAL SAVINGS BANK	Special Mercantile	\$ 497,000	Obj	\$ 1,838.90
3070513000	4705 W BURLEIGH	4705 W BURLEIGH LLC	Mercantile Apartment	\$ 771,000	Mixed use	\$ 2,852.70
3070805100	5000 W CHAMBERS	WHEATON FRANCISCAN HEALTH-	Special Mercantile	\$ 856,000	Obj	\$ 3,167.20
3070805200	5025 W BURLEIGH	WHEATON FRANCISCAN HEALTH	Special Mercantile	\$ 2,768,000		\$ 10,241.60
				\$ 12,759,213		\$ 40,943.04

APPENDIX D

BUSINESS IMPROVEMENT DISTRICT

OFFICERS

Paul Rubitsky: Chairman Carlton Butts: Vice-Chairman

Tom Lifvendahl: Secretary

Darice Bealin: Treasurer

BUSINESS IMPROVEMENT DISTRICT

<u>BOARD MEMBER</u>	<u>TERM EXPIRES</u>
Paul Rubitsky	10/21/2018
Carlton Butts	12/23/2018
Tom Lifvendahl-SPCA	1/26/18
Darice Bealin	7/11/2018
Ethel Washington	2/21/19

Business Improvement District #27

Annual Report

2016- 2017

The Business Improvement District #27 (BID #27) includes businesses on Burleigh Street between Sherman Boulevard on the east and 60th Street on the west.

Our mission is to make the businesses within our corridor appealing places to shop and own. We believe this is possible by creating a positive appearance and promoting a safe environment.

BID #27 completed the following projects last year.

- * Added two more security systems along Burleigh Street, one on 48th and one on 46th streets. These two additions bring our total security cameras to 27 with 8 recording locations.
- * Replaced DVR for previously installed security system on Burleigh and 47th Street.
- * Installed outside lights at businesses on Burleigh and 45th and 53rd Streets.
- * Repaired and replaced broken glass at several locations along Burleigh Street.
- * Repaired and replaced several damaged or destroyed “Mosaic” banners along the Street.
- * Repaired a damaged obelisk and several damaged garbage cans.
- * Installed holiday decoration in planters.
- * Employed neighborhood residents to keep Burleigh Street sidewalks and curbs clean and free of litter.
- * Removed snow from around garbage cans to allow access for city pick-up.
- * Started working on plan to replace all garbage cans in 1st quarter of 2017. Also approved bids for 3 awnings on 45th and Burleigh. Installation to take place in early 2017.

BID #27's assessment is small, prompting the Board to agree to reduce or eliminate administrative costs where possible and use the funds to help improve the businesses and the street.

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27
Milwaukee, Wisconsin**

Audited Financial Statements

Year Ended December 31, 2016

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Thomas G. Wieland
David A. Grotkin
Joel A. Joyce
Brian J. Mechenich



Carrie A. Gindt
Patrick G. Hoffert
Jason J. Wrasse
Joshua T. Bierbach

INDEPENDENT AUDITORS' REPORT

Board of Directors
West Burleigh Street
Business Improvement District No. 27
Milwaukee, Wisconsin

We have audited the accompanying financial statements of Business Improvement District No. 27 (a nonprofit organization), which comprise the statement of financial position as of December 31, 2016, the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Business Improvement District No. 27 as of December 31, 2016, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Reilly, Penner & Benton LLP

June 01, 2017
Milwaukee, Wisconsin

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27
Milwaukee, Wisconsin**

**Statement of Financial Position
December 31, 2016**

ASSETS	
Current Assets:	
Cash and equivalents	\$ 64,833
Prepaid expense	<u>1,400</u>
Total current assets	66,233
Property and Equipment:	
Equipment	40,138
Accumulated depreciation	<u>(26,297)</u>
Net property and equipment	<u>13,841</u>
Total assets	\$ <u><u>80,074</u></u>
LIABILITIES AND NET ASSETS	
Net Assets:	
Unrestricted	\$ <u>80,074</u>
Total liabilities and net assets	\$ <u><u>80,074</u></u>

The accompanying notes to financial statements
are an integral part of these statements.

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27
Milwaukee, Wisconsin**

**Statement of Activities
Year Ended December 31, 2016**

Support and Revenues:

BID assessments	\$ 39,607
Miscellaneous revenue	3,785
Loss on disposal of fixed assets	<u>(460)</u>
Total support and revenues	42,932

Expenses:

Street upkeep	2,355
Office expenses	294
Accounting	3,875
Consulting	4,998
Newsletter and marketing	400
Lighting, signs and amenities	3,901
Bank fees	166
Occupancy	100
Insurance	1,524
Miscellaneous	907
Depreciation	<u>4,895</u>
Total expenses	<u>23,415</u>

Change in net assets 19,517

Unrestricted Net Assets:

Beginning of year	<u>60,557</u>
End of year	\$ <u><u>80,074</u></u>

The accompanying notes to financial statements
are an integral part of these statements.

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27
Milwaukee, Wisconsin**

**Statement of Cash Flows
Year Ended December 31, 2016**

Cash Flows from Operating Activities:	
Change in net assets	\$ 19,517
Adjustments to reconcile change in net assets to cash provided by operating activities:	
Depreciation	4,895
Changes in assets and liabilities:	
Accounts payable	(1,755)
Prepaid expenses	(1,400)
Loss on disposal of fixed assets	460
Net cash provided by operating activities	<u>21,717</u>
Cash Flows from Investing Activities:	
Purchase of property and equipment	(9,263)
Net increase in cash	<u>12,454</u>
Cash, beginning of year	<u>52,379</u>
Cash, end of year	<u><u>\$ 64,833</u></u>

The accompanying notes to financial statements
are an integral part of these statements.

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27**
Milwaukee, Wisconsin

Notes to Financial Statements
December 31, 2016

1. Nature of Operations

West Burleigh Street Business Improvement District No. 27 (BID No. 27) was created by the Common Council of the City of Milwaukee pursuant to Wisconsin State Statutes. The law enables cities to establish Business Improvement Districts (BIDs) for the purpose of allowing businesses within those districts to develop, manage and promote the districts and to establish an assessment method to fund these activities. BID No. 27 was created for the purpose of revitalizing and improving the business area on Burleigh Street between Sherman Boulevard and 60th Street in the City of Milwaukee, Wisconsin.

2. Summary of Significant Accounting Policies

Basis of Accounting

The financial statements for BID No. 27 are prepared on the accrual basis, whereby revenues are recognized when earned rather than received and expenses are recognized when incurred rather than when they are paid.

Basis of Presentation

Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of BID No. 27 and changes therein are classified and reported as follows:

Unrestricted net assets – Net assets that are not contractually restricted for a specific purpose or for use at a specified time

Temporarily restricted net assets – Net assets that are contractually restricted for a specific purpose or for use at a specified time which may or will be met by either the actions of BID No. 27 and/or the passage of time.

Permanently restricted net assets – Net assets that are contractually restricted that neither expire by the passage of time nor can be fulfilled or otherwise removed by the actions of BID No. 27.

As of December 31, 2016, all of BID No. 27's net assets were unrestricted.

Revenue Recognition

Contributions, including unconditional promises to give, are recognized in the period received. Conditional promises are not recognized until they become unconditional, that is when the conditions on which they depend are substantially met.

BID No. 27 reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support.

Tax-Exempt Status

BID No. 27 is considered part of the City of Milwaukee and as such is covered under the City of Milwaukee's tax reporting requirements. Therefore, no provision for income taxes has been included in these financial statements.

**WEST BURLEIGH STREET
BUSINESS IMPROVEMENT DISTRICT NO. 27**
Milwaukee, Wisconsin

Notes to Financial Statements
December 31, 2016
(Continued)

2. Summary of Significant Accounting Policies (continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Equivalents

For purposes of the statement of cash flows, BID No. 27 considers all demand deposits and other highly liquid investments with an initial maturity of 90 days or less to be cash equivalents.

Depreciation of Property and Equipment

Property and equipment is stated at cost and depreciated using the straight-line method over the estimated useful lives of 5 to 7 years for equipment. Expenditures that materially extend the life of an asset are capitalized. Expenditures for repairs are expensed as incurred. Depreciation expense was \$4,895 for the year ended December 31, 2016.

Subsequent Events

Management has evaluated subsequent events for possible recognition or disclosure as of the date the financial statements were available to be distributed (June 01, 2017). There were no subsequent events that required recognition or disclosure.

3. Concentrations

BID No. 27 receives property tax assessment allocations from the City of Milwaukee. BID No. 27's operations relied almost entirely on these assessment revenues for the year ended December 31, 2016.

4. Related Party Transactions

Occasionally, BID No. 27 will contract the services of one of the local businesses in the area whose principal officer and/or owner also serves on the board of BID No. 27. During the year, BID No. 27 contracted the services of CButts Electric, an entity whose sole owner served in the capacity as Vice-Chairman of the Board for BID No. 27 throughout all of 2016. Total disbursements to this entity for the entire year amounted to \$3,432 which included \$100 in storage costs, and \$3,332 in costs associated with the installation of light fixtures around the Business Improvement District.

BID #27 (West Burleigh Street) Board Member Sheet

Board Organization: at least 5, not to exceed 7 members, 7 members shall be owners of BID assessed property or operators of businesses, or their representative within the district, and one representative of the Sherman Park Community, to be recommended by the president of the Sherman Park Community Association (SPCA) and approved by the sitting BID board. The Board shall elect its officers from among its members.

<u>Board Member</u>	<u>Title</u>	<u>Start Date</u>	<u>End Date</u>
Paul Rubitsky	Chairman	10/01/2015	10/01/2018
Carlton Butts	Vice-Chairman	12/23/2015	12/23/2018
Ethel Washington	Member	03/17/2017	03/17/2019
Thomas Axel Lifvendahl	Secretary/ Sherman Park Comm. Assoc.	01/23/2017	01/23/2018
Darice Bealin	Treasurer	07/11/2016	07/11/2018
Ron Gilchrist (resigned)	Member	07/23/2014	07/23/2016

