

BUSINESS IMPROVEMENT DISTRICT NO. 4

GREATER MITCHELL STREET

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OPERATING PLAN FOR YEAR 2020 (YEAR 31)

9/13/2019

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I. INTRODUCTION

A. History of BID #4:

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes (see Appendix E) 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.)

The City of Milwaukee created Business Improvement District No. 4 (“BID 4”) and approved its initial operating plan with Common Council Resolution File No. 890176, adopted by reference July 28, 1989.

The City of Milwaukee had received a petition from property owners which requested creation of a Business Improvement District for the purpose of revitalizing and improving the Mitchell Street business area on Milwaukee's near south side. BID #4 was established in 1989. The BID law requires that every district have an annual Operating Plan.

Since 1989, BID #4 has submitted annual operating plans, adding and modifying its plan objectives as part of its ongoing management and promotion of the district, including in some instances its financing arrangements and assessment methodologies. This BID #4 Operating Plan shall govern the operation of BID #4 during calendar year 2020. The BID #4 Staff prepared this Plan with technical assistance from the City of Milwaukee Department of City Development's Commercial Corridor Team.

B. Physical Setting:

The BID #4 area is a retail and commercial, and densely populated, District on the near south side of the City of Milwaukee, and includes the Historic Mitchell Street commercial corridor. In the last several years, it has become an ever-growing culturally diverse neighborhood, both residentially and commercially.

II. DISTRICT BOUNDARIES

BID #4 was established in 1989 to support the commercial and business interests of the Mitchell Street commercial corridor. It oversees an area of fourteen plus blocks, representing over 100 business and property owners on the near south side of the City. A listing of the properties included in the District, and their projected assessments, are part of this 2020 Operating Plan. (Appendix D)

III. PROPOSED 2020 OPERATING PLAN

A. Plan Objectives and Mission:

The 2020 Mission and objectives of the BID #4 include: To continue the revitalization and improvement of the retail shopping and business district as a shopping destination; to further economic development initiatives by providing coordinated resources for businesses on the Mitchell Street commercial corridor; to advocate and create positive solutions for business and commercial issues; to create and operate several new events to attract more destination and return shoppers and visitors to the commercial corridor; and to increase the number and variety of businesses, including more restaurants, in this District on Milwaukee's near south side. The BID continually strives to remain culturally relevant to the ethnically diverse enterprises in the District. The BID's specific and strong initiatives are maintaining a clean, graffiti-free, safe and friendly business neighborhood, and promoting a positive shopping destination for its merchants and businesses on the commercial corridor.

B. Proposed Goals and Activities :

Primary goals, endeavors and activities to be engaged in by BID #4 during its 31st year of operation include:

Maximizing both human and capital resources in the continuing promotion and implementation of activities that will result in enhanced safety for the business and surrounding residential area; continuing improvement of the area's image and esthetics; and increased property values. The BID will also continue its efforts in revitalizing the historic beauty of the commercial corridor, which includes Historic Mitchell Street from 5th to 13th Streets, thereby maintaining retail vibrancy in this culturally diverse and historic district. Several new public art events will be scheduled, to continue to draw new visitors to the commercial corridor.

Refer to Appendix C for Additional 2020 Goals and Activities.

C. Proposed Expenditures and Income:

Proposed Expense Budget for 2020:

Business Development	\$7,550
Marketing and Promotion	5,244
Community Outreach	1,500
Graffiti Removal	3,287
Meeting Expenses	600
Street Maintenance	6,000
Office Expenses	2,115
Rent	9,112
Telephone/Internet	3,600
Postage	650
Utilities	-0-
Repairs & Maintenance	336
Legal & Professional Services	11,800
Insurance	2,256
Personnel	71,066
Miscellaneous	837

Total Expense Budget for 2020: \$125,953

Proposed Income Budget for 2020: \$127,566.21

D. Financing Method:

It is proposed to raise \$115,433,21 from 122 commercial properties, through BID assessments (see Appendix D); and it is projected that one or two new planned Events in 2020 will net \$4,500.00. Additionally, it is projected that BID #4 will have \$7,500 of miscellaneous income, plus \$133 of interest income. Of the \$7,500.00 of miscellaneous income,

\$5,000.00 is from the first place winning of the 2019 NEWaukee Co:Lab Project, which will be used for a corridor project in April 2020. There is a projected \$4000 increase in assessments for the 2020 Operating year over 2019, which shows a slow, but steady, increase in the commercial property values in the District. While the 2020 budgeted expenses are slightly higher than the anticipated BID assessments, the BID also hopes to rebuild the reserve dollars that were used in the last couple of years. 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.

E. Organization of a BID Board:

Upon creation of a Business Improvement District, the Mayor appoints members to the District board ("board"), who are approved by the Common Council. The board's primary responsibility is the implementation of this Operating Plan. This requires the board and staff to negotiate with providers of services and materials to carry out the Plan; to enter into various contracts; to monitor development activity; to amend, when necessary, 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. The Operating Plan serves as the guide for a year's activities and operation.

State law requires that the board be composed of a minimum of five members and that a majority of the Board members be owners or occupants of property within the District.

The BID #4 Board of Directors is structured and operates as follows:

Board Size – Fifteen (Per By-Laws)

Composition - The majority of the Board are owners or occupants of property and/or businesses within the district. Any non-owner or non-occupant appointed to the board must be a resident of the City of Milwaukee. The Board shall elect its President, Vice President, Treasurer and Secretary from among its members, at the Board's annual meeting every January.

Term – Mayoral appointments to the Board are for a term of three years.

Compensation – None.

Meetings - All meetings of the Board are governed by the Wisconsin Open Meetings Law. The Board must meet regularly, at least twice each year. However, the BID #4 Board of Directors meets monthly. The Board has adopted rules of order ("By-Laws") to govern the conduct of its meetings. Standing committees meet as needed, with reporting to the Board at regular Board meetings. A new Finance Committee was created in 2015, and continues to meet quarterly. A new Fund Development/New Events Committee was created in 2018, which meets monthly, as does the Executive Committee. The Board's Strategic Planning Committee meets a minimum of four times every year.

Record Keeping - Files and records of the board's affairs shall be kept pursuant to public record requirements.

Staffing - The board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof. However, BID #4 employs one full-time employee -- the executive director, plus the services of an outside contracted accountant.

IV. METHOD OF ASSESSMENT

Assessment Rate and Method:

The principle behind the assessment methodology is that each property contributes 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.

However, maintaining an equitable relationship between the BID assessment and the expected benefits required an adjustment to the basic assessment method. To prevent the disproportional assessment of a small number of high value properties, a maximum assessment of \$2500.00 per property was determined.

As of January 1, 2020, the commercial property in the district had a total assessed value of \$39,000,00. The Plan's creation assessed the commercial property in the District at a rate of \$4.00 per \$1,000.00 of assessed value, subject to the maximum assessment, for the purposes of the BID. Taxable properties, other than those classified as parking lots or vacant lots, are subject to a \$400.00 minimum BID assessment. Taxable properties are subject to a maximum of \$2,500.00 BID assessment.

Appendix D provides the projected 2020 BID assessment for each property included in the District. There is approximately a \$4000.00 increase over the previous year's assessments, indicating a slow but continuing increase in the assessed value of the commercial properties.

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:

State Statute 66.1109 (1)(1m): The district will contain property used exclusively for manufacturing purposes, 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.

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 each year.

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 could be asked to make a financial contribution to the district on a voluntary basis.

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

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 and property owners in the Mitchell Street business area and for furthering historic preservation and redevelopment in this portion of the City of Milwaukee. Therefore, it is fully consistent with the City's Comprehensive Plan and Preservation Policy.

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 continues to play a significant role in its creation of the Business Improvement District and in the implementation of the Operating Plan. Specifically, the City:

Provides technical assistance to the proponents of the district through adoption of the Plan, and provides assistance as appropriate thereafter.

Monitors, and when appropriate, applies for outside funds that could be used in support of the district.

Collects assessments, maintained in a segregated account, and disburses the monies for the maintenance of the business district.

Mandates the conduction by an outside auditor of an annual audit of the BID, as required per sec. 66.1109(3)(c) of the BID law. Effective with the 2019 operating year, a Review is mandated for those BID's whose annual assessment income is less than \$300,000. This then pertains to BID #4.

Provides the Board, through the City's Treasurer's Office by a designated date of each Plan year, with the official City records and the assessed value of each tax key number within the district, as of January 1st of each Plan year, for purposes of calculating the BID assessments.

Encourages and works with the State of Wisconsin, Milwaukee County and other units of government, to support the activities of the District.

VI. PLAN APPROVAL PROCESS

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 has been followed:

The Milwaukee City Plan Commission reviews the proposed district boundaries and proposed Operating Plan and then sets a date for a formal public hearing.

The City Plan Commission sends, 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 is published in a local newspaper of general circulation.

The City Plan Commission holds a public hearing, approves or disapproves the Plan, and reports its action to the Common Council.

The Community Economic Development Committee of the Common Council reviews the proposed BID Operating Plan at a public meeting and makes a recommendation to the full Common Council.

The Common Council then acts on the proposed BID Plan.

If adopted by the Common Council, the proposed BID Plan is sent to the Mayor of the City for approval.

If approved by the Mayor, the BID is created, and the Mayor then appoints members to the district board established to implement the Plan.

Each year a BID is in existence and operation, it meets with the Community and Economic Development Committee of the Common Council, for a review of its Operating Plan, and for the Committee's recommendation to the full Common Council for approval to operate for the following year.

Early Termination of the 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'S OPERATING PLANS

A. Phased Development

The BID will continue to revise and develop its Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in this 2020 Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the BID and the City to annually review, and make changes as appropriate, in the Operating Plan. Greater detail about subsequent year's activities will be provided in the required annual Operating Plan and the Annual Report; and approval by the Common Council of such Plan updates shall be conclusive evidence of compliance with this Plan and the BID law.

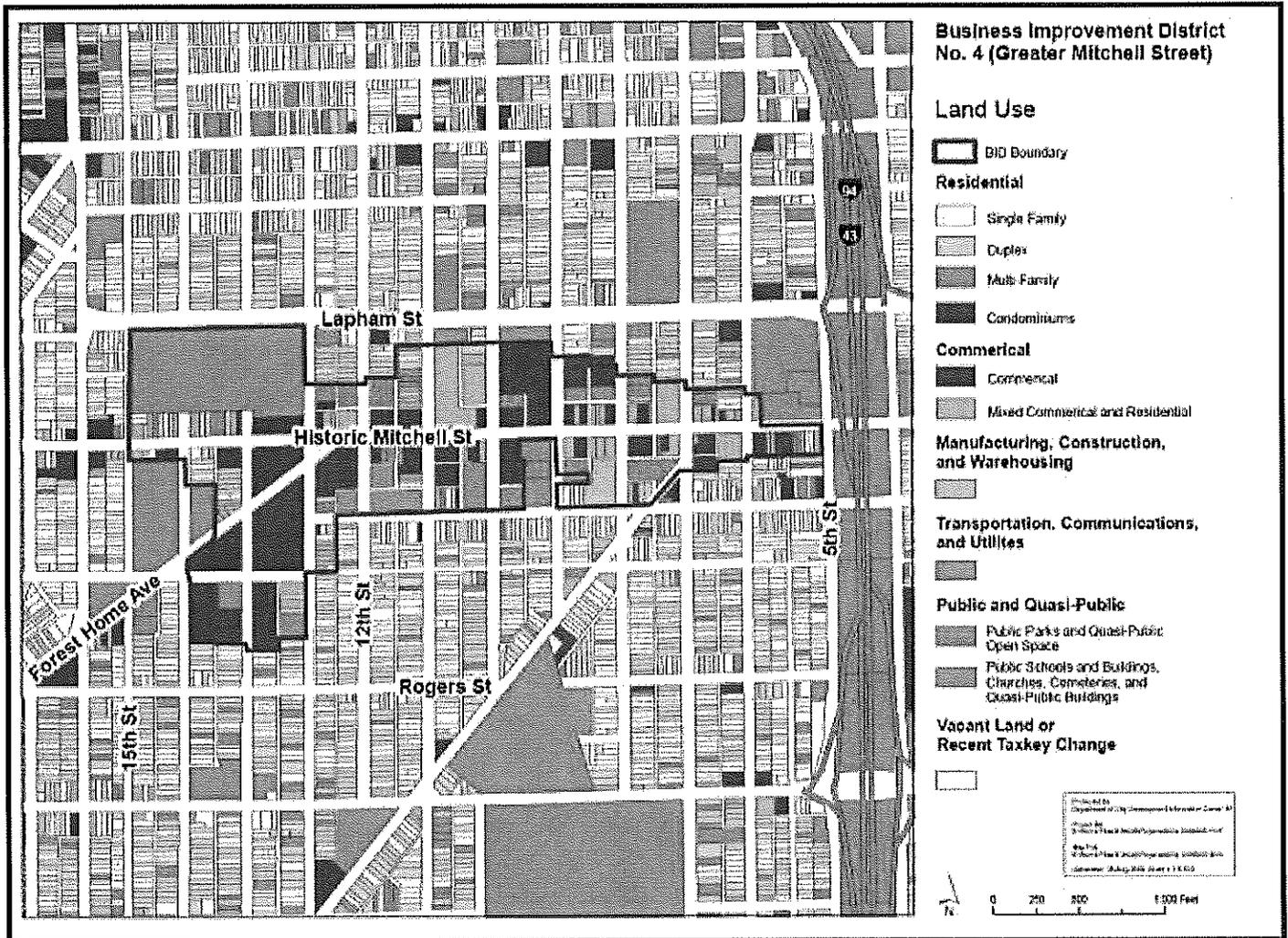
In continuing years, the BID's Operating Plan will continue to apply the assessment formula to raise funds to meet the following year's annual operating budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Milwaukee.

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 so as to exclude or include assessable properties or 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).

BID #4 Boundary Map



APPENDIX B

Listing of Current 2019 BID #4 Board of Directors:

Name	Title	Email Address	Property Owned or Occupies	Term
John Dye	President	jdye@me.com	1579 S. 9 th Street	4/25/18-4/25/2021
Demitra Copoulos		vitamindandc@gmail.com	1007 W. Historic Mitchell Street	3/13/17-3/13/20
Gloria Marquez	Treasurer	gmmarquez@outlook.com	3018 W. Rusk Street (Not in BID)	7/5/16-7/5/19
Amrit Patel		amritpatel@yahoo.com	1023 W. Historic Mitchell Street	9/12/18-9/12/21
Ryan Pattee		rpattee@gmail.com	1104 W. Historic Mitchell Street	4/2/19-4/2/22
Fernando Moreno		jose.moreno@milwaukee.gov	4154 N. Prospect Avenue	8/12/2019-8/22
Joseph Arnezeder	Secretary	joseph.david23@gmail.com	1306 W. Forest Home Avenue	3/30/17-3/30/20
Victor Huyke		victordeconquistador@gmail.com	2653 N. Holton Street (Not in BID)	5/19/17-5/19/20
Keith C. Nelson		keithchristo@yahoo.com	1013 W. Historic Mitchell Street	6/27/2018-6/21
Shane McAdams		mcadamsshane@hotmail.com	1013 W. Historic Mitchell Street	6/27/2018-6/21
Russell Rossetto		russelitto@gmail.com	101 W. Mitchell Street	8/2019-8/2022
Dan Didier		dan@aboutfacemedial.com	1635 S. 8 th Street	4/3/2019-4/3/22

APPENDIX C
2020 Proposed Goals and Activities:

- * Continuing efforts to complete an overall new design plan, including capital improvements, safer vehicular traffic control, and parking lot utilization and improvements. Street traffic control continues to be a major problem. Determine if additional traffic signals and speed limit signage can be installed. Planning includes the Rejuvenation of Mitchell Street's seven Pedestrian Alleys, that are located between the 800 and 1100 blocks of Historic Mitchell Street. Improvements would include esthetic improvements, cleaning, improved lighting, some painting, including murals. These Pedestrian Alleys would then be used for outside public events, i.e., art shows, music and food events, etc.

- * Developing new branding for the commercial corridor to further identify and market its cultural diversity to potential businesses, brokers and developers, via a series of regular Strategic Planning meetings. New businesses in the BID #4 District in 2019 include a third dental clinic, two new art galleries, two additional restaurants, a ladies and children's fashion shop, another barber shop, another hair salon, and a retail CBD store. The BID will continue to seek additional restaurants, to heighten the growing cultural diversity of the commercial corridor.

- * Providing assistance to property owners and developers who are engaged in property improvements and re-development activities, utilizing the City's Grant programs (Signage, Façade, White Box, RIF).

- * Promoting the unique historic significance, vibrancy, and commercial and cultural diversity of the District. Ensuring the historic design-sensitive exterior renovations of buildings in the District, working closely with the City's Historic Preservation Commission and staff, and continue to monitor and enforce the historic guidelines for Historic Mitchell Street, a historic district. Three tours of Historic Mitchell Street were conducted by the BID's executive director in 2019: In Spring, a tour for the NEWaukee Co:Lab Project teams; in Fall, a tour for the Rust Belt Young Preservationists who were holding their annual convention in Milwaukee; and in September as part of the first annual BID-NID Week.

- * Ensuring that all commercial buildings within the District are continually maintained graffiti-free with the City's graffiti removal program, via an annual contract with the Department of Neighborhood Services. BID #4 has had a contract with DNS for over ten years. In 2018, the BID spent a total of \$3,901.50 for graffiti removal in the District. Through July of 2019, the BID spent \$6,052.50 for the removal of graffiti in the District.

- * Providing support and assistance to businesses that engage in activities that meet the BID's overall objectives. A potential third party loan program continues to be researched by the Finance Committee.

- * Continuing to initiate, coordinate, support and expand new and positive activities and events which enhance retail and business recruitment and retention, and therefore increase the property owners' interests.

- * Planning one or two more annual public events in 2020, which began with two new public art events, held in late spring and early autumn of 2019. These new 2020 events would include a fundraising or sponsorship component. In addition, the BID will work with those businesses who are interested in registering their business for the DNC 2020 (July 2020). Several events are being considered in order to attract convention attendees to Historic Mitchell Street business district during convention week. The BID is attempting to have a representative from VISIT MILWAUKEE at its annual Open House in September, to provide information and details to those business owners who are in attendance. In addition, registration and other information will be included in the BID's Fall 2019 Newsletter, which is mailed to all commercial property and business owners in the District. As

part of the BID's social media outreach, a complete and updated BID #4 Business Directory is posted on the BID's Website annually.

*Increasing the promotion, visibility and awareness of the BID's annual Holiday activities for the Commercial Corridor, as well as for its annual Open House for the business and property owners in the District. Increased marketing efforts are planned for the 2019 and future Holiday seasons.

*Planning to rejuvenate the seven Pedestrian Alleys that are located along Historic Mitchell Street between the 800 and 1100 blocks. Work would include weeding, waterblasting, possibly some mural paintings or other painting as needed, upgraded lighting, and other esthetic improvements. These pedestrian alleys could then be used for outdoor public events, i.e., art shows, music and food shows, farmers' markets, Mitchell Street Days, etc.

* Maintaining the neighborhood business district portfolio, including an inventory of available commercial space, for distribution to brokers and prospective retail tenants and/or developers, and to respond to inquiries from developers. This inventory is also available and regularly updated on the BID's Website (mitchellstreet.com) and on BID #4's Facebook. As part of the BID's social media outreach, a complete and updated BID #4 Business Directory is posted on the BID's Website.

* Continuing to work closely with the Milwaukee Police Department's District 2 for increased police protection and support, along with security measures and safety programs for a safer business and residential neighborhood. BID #4 has a Safety Committee comprised of Board members, associates and volunteers, that works to reduce the vagrancy, panhandling and prostitution issues. The commercial corridor has 13 security surveillance cameras installed on Historic Mitchell Street, from 6th to 13th Streets. Vehicular speeding on the commercial corridor continues to be a major safety issue which the BID continues to address with MPD and the AD12 Alderman.

*Participating with Marquette University's Crime Mapping Class project for the third year, focusing on crime issues in the Mitchell Street business and surrounding neighborhoods. Present plans are to continue working with another Marquette class in 2020. The final reports are presented to the BID Board for their information and potential action planning.

* Promoting and increasing media coverage of the District's activities, new businesses, etc., as part of its marketing efforts. This includes providing information to the media on new developments, the new restaurants and other new businesses, etc., which resulted in several print media articles in Milwaukee publications in early 2019. In cooperation with El Conquistador newspaper, a several-week "Shop on Mitchell Street" program was developed in early 2019, which featured Mitchell Street news and history, as well as ad features on several businesses.

* Initiating, coordinating, and promoting outreach events and activities for property and business owners and retailers (i.e., the new public art events on Historic Mitchell Street, resource fairs, ADA information, business classes, holiday kick-off event and window decorating contest, planning the BID's annual September Open House for property and business owners, etc.), and initiating new positive events. These events and activities will continue to both promote the vibrant and unique diverse retail area, and draw returning and new destination shoppers and visitors to the commercial corridor. The BID plans to participate, for the sixth year, in the September 2019 and 2020 Doors Open Milwaukee which is operated by Historic Milwaukee Inc. Each year, the number of BID #4 businesses participating in this event increases, drawing hundreds of visitors to Historic Mitchell Street and its many diverse services and retail offerings.

*Assisting property and business owners with liaison to the City, regarding permits, grants, licenses, historic preservation matters and DNS issues. The BID will continue to schedule meetings and provide information on

the State's historic tax credit program for commercial property owners who might be investing in the preservation of their commercial properties. In 2019, three property owners took advantage of these meetings with a representative from the Wisconsin Historical Society for potential renovation of their properties by using State and Federal tax credits.

*Providing community outreach for business services and organizations such as sponsorship of the Southside National Night Out, the Gerald Ignace annual Health Fair, MPD District 2's Three Kings Day event, Safe & Sound's annual event. This support and participation will continue in 2020.

* Supporting and participating with a number of South Side community organizations' outreach programs that link the business community to the community at large and to City of Milwaukee services and programs. These groups include the Southside Organizing Center, LISC, WWBIC, Milwaukee Christian Center, Safe & Sound's events, annual neighborhood clean-up programs, and MPD District 2.

* Distributing timely information to property and business owners, merchants, and other interested parties via the BID's quarterly Newsletters, flyers, letters, resource seminars and pertinent information, business classes, and other appropriate venues.

* Re-establishing a business Neighborhood Block Watch on the Mitchell Street commercial corridor with the assistance of MPD District 2, to improve safety and security on and near the commercial corridor.

*Supporting an established neighborhood residents' group, with monthly meetings held at the BID office. In addition, the BID provides assistance with activities in the newly established Butterfly Park which is located in the business district. This volunteer participation will continue in 2020. The BID #4's office will continue to host public and neighborhood meetings, and in coordination and cooperation with the AD 12 Alderman's office.

*Conducting the BID's annual Open House for property and business owners and merchants every September, which provides networking opportunities, as well as City representatives, and other strategic resource information for attendees, on District, City, County and State levels. This important event annually provides the commercial property and business owners to input suggestions, as well as ask questions, regarding the current year and following year's BID #4 Operating Plan and activities.

*Maintaining a bi-weekly clean-up of the commercial corridor by MCSC, and the maintenance of the medians and the streetscaping on Historic Mitchell Street. Continuing the projects of installing additional new litter containers (22 already installed), and adding more flowering planters (8 installed in a project the BID began two years ago.). In 2019, twelve of the old and worn Historic Mitchell Street banners were replaced (via a generous donation from US Bank. Plans fo 2020 include replacing another 12 worn ID Street banners. Additional sponsors and/or donors will be solicited for this on-going project, to continue the esthetic improvement of the Commercial Corridors esthetic appearance.

Please refer to BID #4's accompanying 2018-2019 Annual Report for a comprehensive detailed listing of plans, activities and accomplishments.

APPENDIX D

Projected Assessments for the 2020 Operating Plan:

Tax Key	Address	Assessable Total	BID #4 Assessment 2020
4580106100	1653 S LAYTON BL	-	-
4600101110	1300-1316 W HISTORIC MITCHELL	\$ 1,061,000.00	\$ 2,500.00
4600113100	1301 W FOREST HOME AV	\$ 36,000.00	\$ 144.00
4600115110	1337 W FOREST HOME AV	\$ 1,777,900.00	\$ 2,500.00
4600118100	1905-1909 S 13TH ST	\$ 52,282.90	\$ 400.00
4600120000	1915 S 13TH	-	-
4600121000	1919-1923 S 13TH ST	\$ 75,173.85	\$ 400.00
4600122000	1925 S 13TH	-	-
4600123110	1937 S 13TH	\$ 47,400.00	\$ 189.60
4600123120	1331 W BURNHAM ST	\$ 981,900.00	\$ 2,500.00
4600123130	1940 S 14TH ST	\$ 1,191,000.00	\$ 2,500.00
4600301100	1841 S 14TH ST	\$ 560,000.00	\$ 2,240.00
4600303000	1416-1418 W FOREST HOME AV	\$ 43,450.00	\$ 400.00
4600304000	1412-1414 W FOREST HOME AV	\$ 56,242.84	\$ 400.00
4600305000	1406 W FOREST HOME AV	\$ 1,800.00	\$ 400.00
4600306000	1400 W FOREST HOME AV	\$ 46,979.29	\$ 400.00
4600307000	1741 S 14TH ST	-	-
4600308100	1737 S 14TH ST	-	-
4600308200	1737-A S 14TH ST	-	-
4600309000	1733-1735 S 14TH ST	-	-
4600310000	1729 S 14TH ST	-	-
4600311000	1725 S 14TH ST	-	-
4600312000	1721-1723 S 14TH ST	-	-
4600313000	1719 S 14TH ST	-	-
4600315100	1401-1417 W MITCHELL ST	\$ 840,500.00	\$ 2,500.00
4601032000	1500-1502 W MITCHELL ST	\$ 85,150.00	\$ 400.00
4601033000	1504 W MITCHELL ST	-	-
4601034000	1510 W MITCHELL ST	\$ 7,500.00	\$ 30.00
4601035000	1512 W MITCHELL ST	-	-
4601036000	1516 W MITCHELL ST	\$ 9,800.00	\$ 39.20
4601037000	1522 W MITCHELL ST	-	-
4601038000	1524-1526 W MITCHELL ST	-	-
4601040100	1532-A W MITCHELL ST	\$ 78,931.87	\$ 400.00
4601041000	1670 S 15TH PL	-	-
4601042000	1666 S 15TH PL	-	-
4601060000	1400 W MITCHELL ST	\$ 129,000.00	\$ 516.00
4601061000	1404-1406 W MITCHELL ST	\$ 54,972.00	\$ 400.00
4601062000	1408-1410 W MITCHELL ST	-	-
4601063100	1418 W MITCHELL ST	-	-
4601065000	1424-1426 W MITCHELL	-	-

4601068110	1436-1438 W MITCHELL	\$ 234,300.00	\$ 937.20
4601212110	1321 W LAPHAM BL	-	-
4601861100	1302-1308 W FOREST HOME AV	\$ 1,991,000.00	\$ 2,500.00
4610502100	621-633 W HISTORIC MITCHELL ST	\$ 1,729,100.00	\$ 2,500.00
4610503000	635-637 W HISTORIC MITCHELL ST	\$ 154,700.00	\$ 618.80
4610528000	715-719 W HISTORIC MITCHELL ST	\$ 18,600.00	\$ 74.40
4610530000	709-713 W HISTORIC MITCHELL ST	\$ 173,600.00	\$ 694.40
4610531000	705-707 W HISTORIC MITCHELL ST	\$ 167,319.91	\$ 669.28
4610534100	716 W WINDLAKE AV	-	-
4610537100	734-738 W WINDLAKE AV	-	-
4610538000	728-730 W MAPLE ST	-	-
4610539000	732 W MAPLE ST	\$ 66,600.00	\$ 400.00
4610540000	738 W MAPLE ST	\$ 68,267.56	\$ 400.00
4610541000	733-737 W HISTORIC MITCHELL ST	\$ 344,900.00	\$ 1,379.60
4610542000	729-731 W HISTORIC MITCHELL ST	\$ 121,700.00	\$ 486.80
4610544100	723 W HISTORIC MITCHELL ST	\$ 278,300.00	\$ 1,113.20
4610545000	801-805 W HISTORIC MITCHELL ST	\$ 189,084.08	\$ 756.34
4610546000	807-813 W HISTORIC MITCHELL ST	\$ 219,504.25	\$ 878.02
4610547000	815-817 W HISTORIC MITCHELL ST	\$ 78,592.42	\$ 400.00
4610548000	829 W HISTORIC MITCHELL	\$ 859,100.00	\$ 2,500.00
4610549000	833-839 W HISTORIC MITCHELL ST	\$ 332,474.96	\$ 1,329.90
4610550110	1718 S 9TH ST	\$ 44,000.00	\$ 176.00
4610554000	836-838 W MAPLE ST	-	-
4610555000	832-834 W MAPLE ST	-	-
4610556000	828-830 W MAPLE ST	-	-
4610557000	824 W MAPLE ST	-	-
4610562110	800-822 W MAPLE ST	\$ 819,800.00	\$ 2,500.00
4610570000	929-931 W HISTORIC MITCHELL ST	\$ 513,600.00	\$ 2,054.40
4610572100	939 W HISTORIC MITCHELL ST	\$ 689,600.00	\$ 2,500.00
4610576110	930 W MAPLE ST	-	-
4610583000	1003 W HISTORIC MITCHELL ST	\$ 87,275.00	\$ 400.00
4610584000	1009-1011 W HISTORIC MITCHELL ST	\$ 174,200.00	\$ 696.80
4610585000	1013-1015 W HISTORIC MITCHELL ST	\$ 96,900.14	\$ 400.00
4610586000	1017 W HISTORIC MITCHELL ST	\$ 117,045.77	\$ 468.18
4610587100	1023-1027 W HISTORIC MITCHELL ST	\$ 191,200.00	\$ 764.80
4610590000	1029-1033 W HISTORIC MITCHELL ST	\$ 144,000.00	\$ 576.00
4610592100	1039-1041 W HISTORIC MITCHELL ST	\$ 775,000.00	\$ 2,500.00
4610595100	1726 S 11TH ST	\$ 297,000.00	\$ 1,188.00
4610598000	1038 W MAPLE ST	-	-
4610599000	1032 W MAPLE ST	\$ 11,300.00	\$ 45.20
4610600000	1028 W MAPLE ST	-	-
4610601000	1026 W MAPLE ST	-	-

4610602000	1022 W MAPLE ST	\$ 95,100.00	\$ 400.00
4610603100	1002 W MAPLE ST		-
4610604000	1101-1113 W HISTORIC MITCHELL ST	\$ 856,600.00	\$ 2,500.00
4610605000	1117-1119 W HISTORIC MITCHELL ST	\$ 102,417.39	\$ 409.67
4610609100	1718-1734 S 12TH ST	\$ 69,600.00	\$ 278.40
4610610110	1740 S 12TH ST	-	-
4610616000	1733 S 11TH ST	-	-
4610617000	1729 S 11TH ST	-	-
4610618000	1725-1727 S 11TH ST	-	-
4610619100	1201-1211 W HISTORIC MITCHELL ST	\$ 334,500.00	\$ 1,338.00
4610620110	1213-1237 W HISTORIC MITCHELL ST	\$ 520,600.00	\$ 2,082.40
4610621110	1715-1717 S 12TH ST	\$ 231,700.00	\$ 926.80
4610622100	1730-1738 S 13TH ST	\$ 302,000.00	\$ 1,208.00
4610623000	1742 S 13TH ST	-	-
4610624000	1744-1750 S 13TH ST	\$ 22,300.00	\$ 89.20
4610625000	1747 S 12TH ST	-	-
4610636100	1830-1832 S 13TH ST	\$ 62,700.00	\$ 400.00
4610637000	1828 S 13TH ST	\$ 23,889.45	\$ 400.00
4610638000	1824 S 13TH ST	\$ 37,650.00	\$ 400.00
4610639000	1820 S 13TH ST	\$ 73,003.79	\$ 400.00
4610640000	1816 S 13TH ST	\$ 50,308.24	\$ 400.00
4610641000	1812 S 13TH ST	\$ 16,506.00	\$ 400.00
4610642000	1810 S 13TH ST	-	-
4610643000	1800 S 13TH ST	\$ 91,300.00	\$ 400.00
4610644100	1227 W MAPLE	-	-
4611307110	1657 S 12TH ST	-	-
4611311000	1202-1212 W HISTORIC MITCHELL ST	\$ 355,107.32	\$ 1,420.43
4611312000	1216-1218 W HISTORIC MITCHELL ST	\$ 86,765.63	\$ 400.00
4611313000	1222-1224 W HISTORIC MITCHELL ST	\$ 188,900.00	\$ 755.60
4611314000	1226-1230 W HISTORIC MITCHELL ST	\$ 271,100.00	\$ 1,084.40
4611315000	1662 S 13TH ST	\$ 110,100.00	\$ 440.40
4611334000	1619-1621 S 11TH ST	-	-
4611335000	1623 S 11TH ST	-	-
4611336000	1629 S 11TH ST	-	-
4611337000	1633 S 11TH ST	-	-
4611338000	1639 S 11TH ST	-	-
4611339000	1643 S 11TH ST	-	-
4611340000	1647 S 11TH ST	-	-
4611341000	1651 S 11TH ST	\$ 57,793.63	\$ 400.00

4611342000	1657 S 11TH ST	-	-
4611343000	1659 S 11TH ST	\$ 18,366.00	\$ 400.00
4611344000	1665 S 11TH ST	\$ 43,400.79	\$ 400.00
4611345000	1100 W HISTORIC MITCHELL ST	\$ 265,300.00	\$ 1,061.20
4611346000	1104 W HISTORIC MITCHELL ST	\$ 116,400.00	\$ 465.60
4611347000	1108 W HISTORIC MITCHELL ST	\$ 127,100.00	\$ 508.40
4611348100	1114-1116 W HISTORIC MITCHELL ST	\$ 256,388.89	\$ 1,025.56
4611350000	1122-1138 W HISTORIC MITCHELL ST	\$ 408,500.00	\$ 1,634.00
4611351110	1650 S 12TH ST	-	-
4611374100	1623-1625 S 10TH ST	-	-
4611375000	1629 S 10TH ST	\$ 147,700.00	\$ 590.80
4611377100	1000-1006 W HISTORIC MITCHELL ST	\$ 264,000.00	\$ 1,056.00
4611378110	1020-1030 W HISTORIC MITCHELL ST	\$ 1,046,634.80	\$ 2,500.00
4611397100	930-932 W HISTORIC MITCHELL ST	\$ 2,531,800.00	\$ 2,500.00
4611419100	1644 S 9TH ST	\$ 617,700.00	\$ 2,470.80
4611423110	1654 S 9TH ST	-	-
4611426000	802-804 W HISTORIC MITCHELL ST	-	-
4611427000	808-810 W HISTORIC MITCHELL ST	\$ 118,461.65	\$ 473.85
4611428000	812 W HISTORIC MITCHELL ST	\$ 82,252.32	\$ 400.00
4611429000	814-816 W HISTORIC MITCHELL ST	\$ 37,183.57	\$ 400.00
4611430000	822-826 W HISTORIC MITCHELL ST	\$ 238,400.00	\$ 953.60
4611431000	828-830 W HISTORIC MITCHELL ST	\$ 71,500.00	\$ 400.00
4611432000	832-838 W HISTORIC MITCHELL ST	\$ 352,000.00	\$ 1,408.00
4611469100	710 W HISTORIC MITCHELL ST	\$ 1,380,405.70	\$ 2,500.00
4611470000	720-722 W HISTORIC MITCHELL ST	\$ 84,519.94	\$ 400.00
4611472100	728-732 W HISTORIC MITCHELL ST	\$ 230,000.00	\$ 920.00
4611473000	734-738 W HISTORIC MITCHELL ST	\$ 158,500.00	\$ 634.00
4611474000	1662 S 8TH ST	-	-
4611475000	1656 S 8TH ST	-	-
4611476000	1648 S 8TH ST	-	-
4611508000	1659-1661 S 6TH ST	-	-
4611509000	1663 S 6TH ST	\$ 18,302.24	\$ 400.00
4611510000	1669 S 6TH ST	-	-
4611511000	1671 S 6TH ST	-	-
4611512000	600-602 W HISTORIC MITCHELL ST	\$ 114,694.50	\$ 458.78
4611514100	604-608 W HISTORIC MITCHELL ST	\$ 127,443.50	\$ 509.77
4611515000	616 W HISTORIC MITCHELL ST	\$ 98,000.00	\$ 400.00
4611516000	620 W HISTORIC MITCHELL ST	\$ 58,600.00	\$ 400.00
4611517000	622-628 W HISTORIC MITCHELL ST	\$ 132,006.40	\$ 528.03
4611518000	632-634 W HISTORIC MITCHELL ST	\$ 131,769.00	\$ 527.08
4611519000	1662-1664 S 7TH ST	-	-
4611520000	1658-1660 S 7TH ST	\$ 14,600.00	\$ 58.40
4611581000	601-615 W HISTORIC MITCHELL ST	\$ 372,510.27	\$ 1,490.04

4611601000	910 W HISTORIC MITCHELL ST, UNIT 100	\$ 1,025,500.00	\$ 2,500.00
4611602000	910 W HISTORIC MITCHELL ST, UNIT 200	-	-
4611603000	910 W HISTORIC MITCHELL ST, UNIT 300	-	-
4611611000	1640 S 10TH ST	-	-
4611612000	1643 S 9TH ST	-	-
4611621000	1125 W HISTORIC MITCHELL ST	\$ 407,800.00	\$ 1,631.20
4620625000	501-505 W HISTORIC MITCHELL ST	\$ 148,000.00	\$ 592.00
4620629000	519 W HISTORIC MITCHELL ST	\$ 17,100.00	\$ 68.40
4620630000	521-523 W HISTORIC MITCHELL ST	\$ 17,100.00	\$ 68.40
4620631110	529 W HISTORIC MITCHELL ST	\$ 267,159.39	\$ 1,068.64
4620634000	539 W HISTORIC MITCHELL ST	\$ 52,200.00	\$ 400.00
4620635000	541 W HISTORIC MITCHELL ST	\$ 46,748.82	\$ 400.00
4620636100	545-551 W HISTORIC MITCHELL ST	\$ 324,700.00	\$ 1,298.80
4620647000	546-550 W HISTORIC MITCHELL ST	\$ 104,410.56	\$ 417.64
4690430120	1931 S 14TH ST	\$ 458,000.00	\$ 1,832.00
4690479110	1838-1844 S 15TH ST	\$ 852,500.00	\$ 2,500.00
4690480000	1439 W MITCHELL ST	-	-
4690481000	1427 W MITCHELL ST	-	-
4690482000	1423 W MITCHELL ST	\$ 44,487.88	\$ 400.00
4690483000	1708-A S 15TH ST	-	-
4690484000	1714 S 15TH ST	-	-
4690485000	1718 S 15TH ST	-	-
4690486000	1722 S 15TH ST	-	-
4690487000	1726 S 15TH ST	-	-
4690499000	1511 W MITCHELL ST	\$ 120,700.00	\$ 482.80
4690500000	1501 W MITCHELL ST	\$ 90,300.00	\$ 400.00
4690502000	1533-1535 W MITCHELL ST	\$ 83,150.00	\$ 400.00
4690503000	1527 W MITCHELL ST	\$ 32,877.04	\$ 400.00
4690504000	1523 W MITCHELL ST	-	-
4693271000	1433 W BURNHAM ST	\$ 2,140,000.00	\$ 2,500.00
4693272000	1901 S 14TH ST	\$ 804,100.00	\$ 2,500.00
		TOTAL	\$ 115,433.21

APPENDIX E

BID State Statute:

66.1109 Business improvement districts.

(1) In this section:

(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 and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the

boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

66.1109(1)(c)(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(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 subds. 1. to 4. have 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 has 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 the notice together with a copy of the proposed initial operating plan and 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 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial 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 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a 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.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. 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 a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(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 shall serve 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 property in the business improvement district.

(b) The board shall annually consider and may 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 change 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 one of the following:

1. If the cash balance in the segregated account described under sub. (4) equaled or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.
2. If the cash balance in the segregated account described under sub. (4) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.

(cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.

(cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan 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, has all powers 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 moneys received for 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 costs of audits and reviewed financial statements 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 moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent 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 percent 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 a 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. (e).

(c) Within 30 days after the filing of a petition 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 any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent 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 percent of the assessed valuation of all property assessed under the operating plan, have 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 and real property that is exempted from general property taxes under s. 70.11 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.

(d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

History: 1983 a. 184; 1989 a. 56 s. 258; 1999 a. 150 s. 539; Stats. 1999 s. 66.1109; 2001 a. 85; 2017 a. 59, 70, 189.

BUSINESS IMPROVEMENT DISTRICT NO. 4

GREATER MITCHELL STREET

ANNUAL REPORT

September 2018 – August 2019

9/13/2019

Business Improvement District #4 – Greater Mitchell Street

ANNUAL REPORT

September 2018 – August 2019

OVERVIEW

Business Improvement District #4 was organized under Wisconsin State Statute 66.1109 (formerly 66.608), and was organized in 1989 for the purpose of the revitalization of the Mitchell Street commercial corridor, between 5th and 15th Streets, on the near south side of the City of Milwaukee. The district includes Historic Mitchell Street, from 5th to 13th Streets.

The Mission and purpose of BID #4 is:

To continue *the revitalization and improvement of its Historic Mitchell Street retail district and the Mitchell Street Commercial Corridor* and the diverse neighborhood; to continue resilient efforts to support business and retail retention, and the recruitment of new businesses, with economic initiatives and activities including marketing and branding the district; and to provide maintenance services to maintain a clean, safe and esthetically pleasing business corridor. Commercial corridors are the display windows to the surrounding neighborhoods, and BID #4 works to promote Mitchell Street's energetic businesses, provides support and services to maintain and expand those businesses, and supports the nearby neighborhoods. The BID also launches new events to highlight local businesses, to increase destination shopping and visiting to the commercial corridor. In addition, BID #4 regularly communicates to all property and business owners of redevelopment activities, including the City's historic preservation guidelines, and supports, advocates and assists in resolving issues for its approximately 100 plus commercial property owners. Following are BID #4's accomplishments for the period of September 2018 – August 2019, and initial plans for 2020.

2018-2019 Accomplishments:

- In order to continue improvement on Mitchell Street and the commercial corridor, BID #4 continued to work with the property owners and businesses to renovate retail store fronts and facades, utilizing and providing information on the City's Sign, RIF, White Box and Façade Grant programs. One facade grant project was completed in 2018 and three projects are underway in 2019.
- For the seventh consecutive year in 2017, BID #4 again sponsored, coordinated and operated its final Sun Fair on Historic Mitchell Street, which had presented the spirit of community to the

neighborhood, and continued to attract destination shoppers to the retailers on the Street. However, the event was cancelled in 2018. Since then, in June of this year, the BID sponsored and coordinated its first public art event, "Temporary (Re)Surfacing" on Historic Mitchell Street, an illuminated urban art event. At the present time, another event is being planned for September of this year, in cooperation with the current three art galleries on Historic Mitchell Street and the Mitchell Street Library. These public art events will continue in 2020, utilizing different themes (i.e., the Street's pedestrian alleys).

- Cooperated with the Mayor's office in July of this year, with the BID hosting a "Walk with the Mayor," as part of the Mayor's "100 miles in 100 days" summer initiative. This was the second time the event was held on Historic Mitchell Street, with both occasions attracting a large number of interested walkers. Stops were also made at three of the commercial corridor's businesses.
- Continued the planting and maintenance of the four medians on Historic Mitchell Street, from 5th to 13th Streets. In 2017, the BID began a new project with the installation of eight flowering planters on the commercial corridor, all to enhance the visual appearance of the Street. The annual project continues in 2019, with plans to increase the number of planters in 2020. Also, the maintenance of the treescaping around the 40-plus trees on the commercial corridor is overseen by the BID. With the assistance of a corporate sponsor, US Bank, the BID replaced twelve of its aging ID street banners with new banners in 2019. Plans include replacement of twelve more banners in 2020. Plans for 2020 include upgrading the Street's seven pedestrian walkways, making them more esthetically attractive and useable.
- Continued on a weekly basis the Street's regular environmental maintenance and cleaning program. BID #4 works with MCSC with the cleaning of the sidewalks, curbs and gutters, weeding, and the maintenance of the medians and the pedestrian alleys on Mitchell Street.
- Continued to retain, expand and attract new businesses, developers and investors to the business corridor. Over the past 12 months, nine new businesses opened in the BID district, including a barber shop, a retail hemp store, a Syrian restaurant and a new Mexican restaurant, a ladies and children's clothing store, and a specialty boutique. There are three new businesses scheduled to start operations in the District early this Fall, including a pizza restaurant, a bakery, and a national auto supply store.
- Continued on-going economic development and branding activities to promote the commercial corridor as a thriving area in which to operate retail businesses. Currently there are nine vacant retail spaces, including the Payless Shoe store and the Rainbow store. The BID is working with a commercial real estate broker to market these vacancies. Plans are to be announced shortly for a large commercial development in the 1100 block of Historic Mitchell Street.
- Continued efforts to attempt to initiate a Neighborhood Block Watch program in cooperation with MPD District 2 for the safety and security of the district and its businesses. The BID's Safety Committee meets regularly to continue efforts on safety and social issues, including panhandling

and vagrancy issues, and the vehicular speeding problems on Mitchell Street. Plans for a resident block group have recently been initiated, with assistance from BID #4.

- Conducted BID #4's Annual Open House for business and property owners and merchants, which included City Departments' representation (DNS and DCD), community agency and business resources, public officials, and other strategic resources. This event provides networking opportunities for property and business owners, as well as to provide input and comments on the following year's Operating Plan. This is another of the BID's community outreach efforts.
- Continued, on a daily basis, to monitor graffiti and maintain the graffiti removal program in the commercial district, in collaboration with the City's DNS Retail Area Graffiti Removal Program. In 2018, the BID spent \$3900 on graffiti removal, and \$6050 to date through July of this year. The total dollars spent on graffiti removal since 1995 is \$299,445. Graffiti continues to be a constant issue in the District, and daily surveillance is needed to remove graffiti as quickly as possible. BID #4 has been recognized by DNS with a certificate of appreciation as an "Excellent BID" in its anti-graffiti program. The BID #4 Graffiti Report, reporting dollars spent on graffiti removal from the program's inception through the present year, is available for review.
- Continued to work with the Wisconsin Historical Society, providing information on the state and federal Tax Credit Programs to those commercial property owners who are planning to invest in the preservation of their buildings. Several meetings have been held in the past eight months with a WHS representative from Madison and four Historic Mitchell Street commercial property owners.
- Continued expanding efforts to promote public art activities on the commercial corridor following the successful 2014 "Listening to Mitchell" public art installation on Historic Mitchell Street, as well as supporting the 2016 "Temporary Resurfacing" public outdoor video art event on Historic Mitchell Street. In the Fall of 2017, BID #4 was selected by DNS as one of three City BID's to participate in its utility box mural paintings by two selected local artists. The boxes are located at the corners of 6th and 11th of the commercial corridor. This is another of the BID's community outreach spirit projects and aids in the enhancement of the Street.
- Planning to continue in 2020 a 2-year project which began in 2017 with the installation of new attractive Ironsites litter containers on Historic Mitchell Street, from 5th to 13th Streets. Twenty-two new containers have been installed to date, with plans for an additional twelve containers. These efforts continue to improve and enhance the appearance and cleanliness of the commercial corridor. The initial project was completed with the use of TIF funds, and replaced all of the City's older litter containers on the commercial corridor.
- Plans are to update the BID's current information marketing pamphlet, which is used for Mitchell Street's on-going promotion and economic development activities, and to provide commercial brokers and developers with updated information. The BID continually maintains and updates its Website and Facebook with District news and events, and the new businesses

and services opening in the Mitchell Street business neighborhood. Also, annually the BID surveys property and business owners, seeking their suggestions and input for changes or improvements within the District.

- Participated for the fifth consecutive year with HMI's 2018 "Doors Open Milwaukee" event in September. One of the three focus neighborhoods was Historic Mitchell Street, and seven of our businesses and sites participated. The BID office was open to visitors, providing information and bottled water. One of the seven sites was the Mitchell Street Library which opened in late Fall 2017. The \$10.4 million project by Gorman & Company has re-developed the former Hills Building (910 W. Historic Mitchell Street) into the new MPL branch on the street level, with 57 market-rate apartments, the Alexander Apartments, on the upper floors of the building. The other six sites that participated in the Doors Open event were Lopez Bakery, the Gerald I. Ignace Indian Health Center, St. Stanislaus Church, Bryant's Lounge, and Real Tinsel art gallery.
- In order to continue to improve involvement and participation of the BID #4 Board of Directors, the executive director attended a seminar presented by the Center for Public Skills Training. The "Governance as Leadership" concept's goal is to raise Board work and awareness to a higher standard, and equip the Board for strategic and generative leadership. This concept will be shared with the Board at one of its upcoming Strategic Planning sessions.
- Participated for the third consecutive year in Marquette University's Community-Based Crime Mapping Class Project, a course in the University's Criminology and Law Studies program. The students' final report for our business district provided an important analysis of crime categories over the most recent 3-year period. The participation in this program is by the BID's Safety Committee and the executive director, with the final the final report being available to Alderman Jose Perez and the MPD D2 command captain.
- Participated in NEWaukee's and NAOIP's November 2018 annual "Empty Storefronts Conference." Three Mitchell Street sites hosted afternoon sessions and presentations to the fifty-plus Conference attendees, including commercial real estate brokers and developers and business owners. This also provided an additional focus on, as well as identifying , the commercial corridor as a business neighborhood in which to invest to revitalize and activate vacant spaces.
- Planning in 2020 another City of Milwaukee Resource Workshop for property and business owners and retailers, providing information on the City's grant programs and other available resource programs and services. It will also include lending information provided by several financial agencies.
- Continued the BID's Strategic Planning Committee meetings with Board members, now scheduled throughout the year, for planning further economic development/retail recruitment activities and initiatives, per the City's Near South Side Area Plan. The Plan was targeted to

enhance assets of the area and provide implementation strategies for the future development of the Near South Side.

- Sponsored the annual Holiday window-decorating contest for the eighth consecutive year, for retailers and businesses on Mitchell Street. Judging was done by Board members and Alderman Jose Perez, with the Alderman awarding framed certificates to all participants. BID #4 provided donated gift certificates to the three businesses judged with the best decorated windows. Holidays 2018 featured more than twenty retailers who participated in the window-decorating contest. Plans are presently being made for the 2019 Holiday season activities on Mitchell Street.
- Installed for the seventh consecutive year the bright and festive LED holiday wreath decorations on Historic Mitchell Street's harp light poles. BID #4 also again presented the "Holidays on Mitchell Street" kick-off event and lighting ceremony in November, to promote and feature retail shopping activities for the corridor's merchants and businesses during the busy holiday period. Plans for 2020 are to develop a larger event, possibly with an outdoor Christmas Market, utilizing the pedestrian alleys on Historic Mitchell Street.
- Continued to enforce a Neighborhood Zoning Overlay District for Historic Mitchell Street, which was passed by the City Common Council in 2015. The Plan furthers the BID's mission of "retail-only businesses" on the street level of the commercial corridor.
- As one of the "community partners" of the Milwaukee Police Department District 2, BID #4 participated in D2's annual Fall Open House for the fifth year in 2018, promoting Mitchell Street's business district and attractions. The BID will again participate in D2's event this year.
- Continued to inform and advise business owners and merchants of the WWBIC loan program, the WHEDA loan program, and the business training classes offered by WWBIC and the Multicultural Entrepreneurial Institute. The BID has previously sponsored several WWBIC-conducted evening business classes at the BID office for property and business owners and merchants. These efforts are in addition to assisting businesses with applications for the City's various Grant programs. 2020 plans include scheduling additional free business classes for property and business owners.
- Supported the Gerald Ignace Indian Health Center's third annual Community Health Fair, held during the August National Health Month. Of great importance to the community is that an independent pharmacy leased the vacant 1500 sq.ft. retail space on the street level of the Ignace building, opening in early Spring 2018. This specific mandate by the BID #4 Board, in its support of the health center on the retail level of the street over four years ago, came to fruition when the pharmacy opened, at the same time as the Center's pediatric dental clinic. The BID district now includes two pharmacies and three dental clinics, plus the Ignace Health Center.

- The BID is looking into the possible upgrading in 2020 of its seven pedestrian alleys along Historic Mitchell Street, in order to promote more and better use of them, and including esthetic and better lighting improvements.
- Continued involvement with area organizations in their efforts toward a safer near South Side: Operation Impact, Journey House, Southside Organizing Center, MPD District 2, and the Milwaukee Christian Center (Building Neighborhood Capacity Program). The new Butterfly Park, opened by MCC at 13th and Forest Home Avenue in 2017, now has three neighborhood murals painted by a local professional artist with the help of many volunteers. The BID continues to participate in the annual spring clean-up of the park and other activities held in the park.
- Continues to update regularly the BID #4's Website and Facebook, adding new informational features, news, events, photos, etc., to further economic development and market the corridor's many culturally diverse businesses. Traffic to the Website and Facebook is monitored weekly, and has increased since the re-design of the site two years ago.
- Participated in, and again was a sponsor of, the 2018 South Side's National Night Out event as well as the 2019 event on August 6th. The BID's support and participation will continue in 2020.

2020 Goals and Objectives:

- Continue to work closely with, and promote, the new Mitchell Street Library branch, which opened in late fall of 2017. It is a major addition to the continuing progress of the rejuvenation of Mitchell Street. The BID has hosted a number of meetings in the Library's Community Room. Coupled with that are the market value Alexander Apartments located on the floors above the Library, which has brought additional shoppers and visitors to the District's businesses.
- Supporting and working with the Modjeska Theatre building owners (MSDOC) in continuing efforts to re-open the Theatre, which is a critical project in the rejuvenation progress of Historic Mitchell Street. This project is the last major major footprint in the rejuvenation of Historic Mitchell Street that has not as yet culminated into the Theatre's re-opening. An RFP was issued by MSDOC in January 2019, seeking a buyer or leasing operator of the Theatre. Results have not been announced as of this date.
- Planning a Mitchell Street Sun Fair, or "Mitchell Street Days" neighborhood event, for 2020. The last Sun Fair was held in 2017. This neighborhood, family-oriented event, had been created to display the spirit of community to the neighborhood, and promote destination and return shopping for the retailers and businesses on Mitchell Street. It also provided an additional fund raising activity for BID #4, netting a \$10,000 income revenue in 2017, which was used for corridor esthetic enhancements and more regular street cleaning by an outside source.
- However, as noted above, another potential new event has been discussed with NEWaukee that would replace the Sun Fair, and bring to the commercial neighborhood a major destination attraction. This would also be a fund raising event, and could include a new branding of Mitchell Street.

- Working with the City's Historic Preservation Commission staff for approval of all exterior changes, new signage, and renovations planned by commercial property owners and/or new businesses on Historic Mitchell Street.
- Continuing to work with property owners and businesses to renovate retail store fronts, using the City's Sign and Façade, RIF and White Box grant programs, via regularly scheduled informational workshops and meetings, including the BID's annual Open House every September, which includes resource information and staffing by the City and other participating agencies.
- Continuing economic development activities to attract more, and a wider variety of, businesses to the Street, and to insure the sustainability and retention of current businesses on the Street. Continuing efforts to secure one or more commercial real estate brokers who would devote efforts to marketing store front vacancies on the commercial corridor.
- In cooperation with WWBIC, again conduct a schedule of free business classes for property and business owners and operators, especially marketing classes for small businesses in the District.
- Continuing to inform property owners and businesses of current BID #4 activities and developments via our Newsletters, special mailings, flyers and letters, and with weekly updates of the BID's rejuvenated Web Site and Facebook. The Web Site also provides information for potential new businesses and retailers to the commercial corridor, and includes a business directory and map of current store front vacancies and buildings for sale or lease. This includes regular updating of the BID's business directory and its 400+ mailing list.
- Developing new initiatives to continue gaining increased momentum in efforts to improve and enhance the challenges of the Historic Mitchell Street commercial corridor and retail district. This would include stronger efforts for the control of vehicular traffic on the corridor, a continual issue.
- Increasing the BID's holiday street lighting, decorations, and events, to broaden shopping activities and retail business during the holiday season, all part of the "Holidays on Mitchell Street" annual event.
- Continuing efforts to attract another family restaurant/diner /café to Mitchell Street, to meet the breakfast, lunch and dinner needs of shoppers, residents and neighborhood businesses. Two new restaurants opened in 2018 and two more scheduled to open yet in 2019, but the business area is still in need of a coffee shop or deli-type dining establishment.
- Determining what new and additional events and efforts will create more economic development and destination shopping activities for the commercial corridor, via another survey to be mailed to all property and business owners in the district. The BID's Strategic Planning Committee is also addressing this project via its scheduled meetings throughout the year.

- Conducting a “Brokers’ Fair” or regular contact program with commercial brokers to assist property owners in leasing their vacant commercial spaces, to include creating a special flyer with information from the property owners. This is in addition to maintaining a current information listing of available commercial spaces on the BID’s Website/Facebook.
- Continuing to maintain, and improve, the four medians on Historic Mitchell Street with additional plantings, mulching, etc., and again adding to the treescaping materials around all of the trees, thereby esthetically improving the visibility and visual appeal of the corridor. This is an annual project, beginning in early spring and continuing until late fall. Plans are to replace twelve more of the worn Mitchell Street identification banners with new banners in 2020. A sponsor, US Bank, stepped forward to assist with the replacement of twelve banners this year.
- Expanding the Historic Mitchell Street public art programs, created over the past three years, with additional events to promote the commercial corridor. A sidewalk art fair and/or an art walk are under consideration, as well as a major new event to replace the former successful annual Sun Fair. Meetings have been held with NEWaukee to possibly coordinate a major new BID #4 event in the near future.
- Investigating a possible upgrading of the thirteen surveillance cameras on Historic Mitchell Street, from 6th to 13th Streets, with MPD’s Fusion Center. BID #4 also distributes information to all property and business owners, via its Newsletter and Website, of Safe and Sound’s current surveillance camera programs. Plans also are to collaborate with Operation Impact to possibly provide the commercial corridor businesses with surveillance cameras for the exterior of their buildings.
- Continuing to meet and cooperate with the City’s DPW to improve the commercial corridor’s infra-structure issues. The annual Spring walk with Alderman Perez and DPW staff aids in this on-going project. The BID conducts regular surveillance of all City light poles, and reports any lighting issues to the DPW, as well as other issues.

In summary, BID #4 continues to work year-round to make the Mitchell Street commercial corridor a unique, vibrant, clean and safe area in which to work, shop and visit, by providing sustaining support and services to its property and business owners and merchants. And, the Mitchell Street commercial corridor continues to provide an excellent opportunity for new businesses looking to expand and/or locate. The rejuvenation of the commercial corridor and the surrounding business neighborhood continues!

BUSINESS IMPROVEMENT DISTRICT NO. 4
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Summarized Totals for the Year Ended December 31, 2017)
With Accountant's Review Report

BUSINESS IMPROVEMENT DISTRICT NO. 4

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors
Business Improvement District No. 4
Milwaukee, Wisconsin

We have reviewed the accompanying financial statements of Business Improvement District No. 4 (a nonprofit organization), which comprise the statement of financial position as of December 31, 2018, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on 2017 Financial Statements

The financial statements for the year ended December 31, 2017 were audited by us, and we expressed an unmodified opinion on them in our report dated May 17, 2018. We have not performed any auditing procedures on the financial statements since May 17, 2018.

Ritz Holman LLP

RITZ HOLMAN LLP
Certified Public Accountants

Milwaukee, Wisconsin
May 3, 2019

Ritz Holman LLP
Serving businesses, nonprofits, individuals and trusts.

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BUSINESS IMPROVEMENT DISTRICT NO. 4
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2018
(With Summarized Totals for December 31, 2017)
(See Accountant's Review Report)

ASSETS	2018 <u>(Reviewed)</u>	2017 <u>(Audited)</u>
CURRENT ASSETS		
Cash	\$ 33,188	\$ 41,927
Accounts Receivable	376	125
Prepaid Expenses	5,819	2,329
Total Current Assets	<u>\$ 39,383</u>	<u>\$ 44,381</u>
OTHER ASSETS		
Security Deposit	\$ 750	\$ 750
Total Other Assets	<u>\$ 750</u>	<u>\$ 750</u>
FIXED ASSETS		
Equipment	\$ 7,622	\$ 7,622
Accumulated Depreciation	(7,622)	(7,288)
Total Fixed Assets	<u>\$ ---</u>	<u>\$ 334</u>
TOTAL ASSETS	<u><u>\$ 40,133</u></u>	<u><u>\$ 45,465</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	\$ 1,724	\$ 1,192
Accrued Payroll Liabilities	1,846	2,153
Total Current Liabilities	<u>\$ 3,570</u>	<u>\$ 3,345</u>
NET ASSETS		
Without Donor Restrictions		
Operating	\$ 11,563	\$ 17,120
Board Designated	25,000	25,000
Total Net Assets	<u>\$ 36,563</u>	<u>\$ 42,120</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 40,133</u></u>	<u><u>\$ 45,465</u></u>

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

BUSINESS IMPROVEMENT DISTRICT NO. 4
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Summarized Totals for the Year Ended December 31, 2017)
(See Accountant's Review Report)

	<u>2018</u> (Reviewed)	<u>2017</u> (Audited)
REVENUE		
Assessment Income	\$ 108,372	\$ 118,953
Interest Income	134	68
Sun Fair Revenue	---	26,344
Loss on Disposal of Fixed Assets	---	(158)
Sponsorships and Donations	1,100	---
Grants	2,161	3,585
Total Revenue	<u>\$ 111,767</u>	<u>\$ 148,792</u>
 EXPENSES		
Program Services	\$ 63,557	\$ 85,861
Management and General	53,767	52,112
Total Expenses	<u>\$ 117,324</u>	<u>\$ 137,973</u>
 CHANGE IN NET ASSETS	 \$ (5,557)	 \$ 10,819
Net Assets, Beginning of Year	<u>42,120</u>	<u>31,301</u>
 NET ASSETS, END OF YEAR	 <u>\$ 36,563</u>	 <u>\$ 42,120</u>

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

**BUSINESS IMPROVEMENT DISTRICT NO. 4
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Summarized Totals for the Year Ended December 31, 2017)
(See Accountant's Review Report)**

	Program Services	Management and General	2018 Total (Reviewed)	2017 Total (Audited)
Salaries and Wages	\$ 31,731	\$ 31,731	\$ 63,462	\$ 63,462
Payroll Taxes	2,760	2,760	5,520	5,561
Professional Fees	---	9,350	9,350	9,500
Supplies	1,731	---	1,731	1,806
Telephone	2,662	1,774	4,436	3,664
Postage	545	364	909	558
Printing	250	---	250	273
Subscriptions	200	292	492	234
Occupancy	4,500	4,500	9,000	9,000
Equipment Rental and Maintenance	548	---	548	408
Depreciation	334	---	334	975
Repairs and Maintenance	163	162	325	136
Conferences, Conventions and Meetings	1,439	---	1,439	681
Insurance	---	2,247	2,247	2,212
Graffiti Removal	4,322	---	4,322	7,170
Marketing and Promotion	2,920	---	2,920	4,443
Sun Fair Expenses	---	---	---	16,327
Street Maintenance	7,778	---	7,778	8,874
Travel Expense	157	---	157	125
Community Outreach	1,203	---	1,203	1,329
Other Expense	314	587	901	1,235
TOTALS	<u><u>\$ 63,557</u></u>	<u><u>\$ 53,767</u></u>	<u><u>\$ 117,324</u></u>	<u><u>\$ 137,973</u></u>

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

BUSINESS IMPROVEMENT DISTRICT NO. 4
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2018
(With Summarized Totals for the Year Ended December 31, 2017)
(See Accountant's Review Report)

	<u>2018</u> <u>(Reviewed)</u>	<u>2017</u> <u>(Audited)</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	\$ (5,557)	\$ 10,819
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities		
Loss on Disposal of Fixed Assets	---	158
Depreciation	334	975
(Increase) Decrease in Accounts Receivable	(251)	452
(Increase) Decrease in Prepaid Expenses	(3,490)	1,805
Increase (Decrease) in Accounts Payable	532	535
Increase (Decrease) in Accrued Payroll Liabilities	<u>(307)</u>	<u>(543)</u>
Net Cash (Used) Provided by Operating Activities	<u>\$ (8,739)</u>	<u>\$ 14,201</u>
Net (Decrease) Increase in Cash and Cash Equivalents	\$ (8,739)	\$ 14,201
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>41,927</u>	<u>27,726</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 33,188</u>	<u>\$ 41,927</u>

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

BUSINESS IMPROVEMENT DISTRICT NO. 4
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018
(See Accountant's Review Report)

BUSINESS IMPROVEMENT DISTRICT NO. 4
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018
(See Accountant's Review Report)

NOTE A - Summary of Significant Accounting Policies

Organization

Business Improvement District No. 4 ("BID No. 4") was organized under Wisconsin State Statute 66.608. This statute provides for the formation of Business Improvement Districts (BIDs) upon the petition of at least one property owner in the district. The purpose of a BID is to allow businesses within the district to develop, manage and promote their districts and to establish an assessment to fund these activities. BID No. 4 was organized in 1989 to revitalize Mitchell Street between 5th and 15th Streets in the City of Milwaukee.

BID No. 4 is exempt from tax as an affiliate of a governmental unit under Section 501(a) of the Internal Revenue Code.

Accounting Method

The financial statements of BID No. 4 have been prepared on the accrual basis of accounting.

Basis of Presentation

BID No. 4 reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions, and net assets with donor restrictions. At December 31, 2018, the Organization's net assets were without donor restrictions. The Organization maintains \$25,000 of board designated net assets at December 31, 2018. The net assets have been designated as a reserve before the yearly assessment check is issued. If necessary, the Organization can use those funds to meet cash flow needs.

Cash and Cash Equivalents

For purposes of the statement of cash flows, cash and cash equivalents include all highly liquid debt instruments with original maturities of three months or less when purchased.

Accounts Receivable

Accounts receivable are stated at unpaid balances, less an allowance for doubtful accounts. The Organization provides for losses on accounts receivable using the allowance method. The allowance is based on experience, third-party contracts, and other circumstances, which may affect the ability of customers to meet their obligations. Receivables are considered impaired if full principal payments are not received in accordance with the contractual terms. It is the Organization's policy to charge off uncollectible accounts receivable when management determines the receivable will not be collected.

Allowance for Uncollectible Accounts

Management believes all receivables will be collected in accordance with the terms of the agreements. Thus, no allowance for uncollectible accounts is necessary at year end.

Fixed Assets

All acquisitions of property and equipment in excess of \$500 are capitalized. Fixed assets are recorded at cost. Depreciation is provided over the estimated useful lives of the assets using the straight-line method.

BUSINESS IMPROVEMENT DISTRICT NO. 4
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018
(See Accountant's Review Report)

NOTE A - Summary of Significant Accounting Policies (continued)

Contributions

All contributions are considered available for the Organization's general programs unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor are reported as net assets with donor restrictions and increase net assets with donor restrictions. Contributions received with restrictions that are met in the same reporting period are reported as revenue without donor restrictions and increase net assets without donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Investment income that is limited to specific uses by donor restrictions is reported as increases in net assets without donor restrictions if the restrictions are met in the same reporting period as the income is recognized.

Functional Expenses

Expenses for salaries and wages and related items are allocated 50% to program and 50% to management and general categories based on management's estimate of time and effort. Other expenses that are not direct costs of program or management and general are allocated in proportion to the allocation of salaries and wages.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE B - Comparative Financial Information

The financial information shown for 2017 in the accompanying financial statements is included to provide a basis of comparison with 2018. The comparative information is summarized by total only, not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity to generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended December 31, 2017, from which the summarized information was derived.

BUSINESS IMPROVEMENT DISTRICT NO. 4
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018
(See Accountant's Review Report)

NOTE C - Liquidity

The organization maintains cash and cash equivalents on hand to ensure meeting expenses through the end of the operating year. Each year the organization receives its operating check by March 1st for the operating year. The board designated net assets of \$25,000 to meet its cash flow needs until the operating check arrives. The organization uses a combination of bank accounts and a \$25,000 line of credit if needed to meet cash flow needs until the assessment income is received.

The Organization's financial assets available for general expenditures within one year of the statement of financial position date for are as follows:

Cash and Cash Equivalents	\$ 33,188
Accounts Receivable	<u>376</u>
Total Current Assets	\$ 33,564
2019 Assessment Check to be received by March 1, 2019	<u>111,766</u>
Available resources for 2019 expenses	<u>\$145,330</u>

NOTE D - Concentration of Revenue

Business Improvement District No. 4 receives property assessment income and grants from the City of Milwaukee. BID No. 4's operations rely on the availability of these funds. Nearly 100% of the Organization's revenue was from the City of Milwaukee for the year ended December 31, 2018, however, this revenue represents assessments to individual property owners collected by the City.

NOTE E - Accounts Receivable

Accounts receivable consists of a grant receivable of \$376 as of December 31, 2018.

NOTE F - Line of Credit

The Organization has a line of credit available of \$25,000 with an interest rate of 5.5% and a maturity date of June 23, 2019. As of December 31, 2018, the line of credit was not in use.

BUSINESS IMPROVEMENT DISTRICT NO. 4
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2018
(See Accountant's Review Report)

NOTE G - Operating Lease

In February of 2015, the Organization signed a lease for office space starting August 1, 2015, that expires July 31, 2020. Rent expense under this lease was \$9,000 for the year ended December 31, 2018. The following is a schedule by years of the future minimum payments required under the lease as of December 31, 2018:

<u>Year</u>	<u>Amount</u>
2019	\$ 9,000
2020	<u>5,250</u>
Total	<u>\$14,250</u>

NOTE H - Assessment Income

In order to provide revenues to support the Organization's mission and carry out the work outlined in the annual operating plan, the Common Council of the City of Milwaukee enforced an assessment on property located within a specified area of Mitchell Street. The assessment is calculated based on assessed values of the properties. The assessment levied on properties was \$4/1,000 for every dollar of assessed property value with a minimum assessment of \$400 and a maximum assessment of \$2,500 for the year ended December 31, 2018.

NOTE I - Subsequent Events

The Organization has evaluated events and transactions occurring after December 31, 2018, through May 3, 2019, the date the financial statements are available to be issued, for possible adjustments to the financial statements or disclosures. The Organization has determined that no subsequent events need to be disclosed: