



DOWNTOWN BEND

Marketing | Beautification | Economic Development



DBBA Executive Director

SHANNON MONIHAN

DBBA Staff

RYAN CURRENCE
Maintenance and Facilities

BARBARA SIMMS
Administrative Director

LIZ ROBERTS
*DOWNTOWNBend Dance Crew
and Events Support*

TYLLER JONES
*Social Media Content Creator
and Event Support*

NEW DBBA Board of Directors

Building Owners

PATRICK TROWBRIDGE
Building Owner, Lark
Mountain Modern

McKenna Mikessel
Building Owner, RSM Inc.

JOEL GISLER
Building Owner

Eat and Drink

SARAH WORLEY
Good Drop Wine Shoppe

Retail

JOANNE SUNNARBORG
Desperado Boutique, Owner

RICK JOHNS
Haven Home Style

RISSA CONWAY
Business Owner, Truffle Pig Trading Co

ANGELA SALIDO
Outside In, Owner

SARA MCQUILLIN
Lulu's Boutique, Owner

Community Members

CALISTA BOLLIER
Community Member

LYNNE MILDENSTEIN
Community Member
Deschutes Public Library

Ex-Officios

ANTHONY BROADMAN
Bend City Councilor

BEN HEMSON
City of Bend

DOWNTOWNBend Business Association BOARD Meeting

Wednesday, June 21, 2023 8-10am

In Person: Oxford Hotel Conference Room

Zoom: 844 0106 1578

1. Administration 8:13

- Approve minutes from last meeting (Chris)
 - Joanne 1st, Angela 2nd, all approved

2. Budget Report and Approval (Barbara/Chris) 8:14-8:36

- Ahead on income primarily due to banner sales
- YTD ahead of plan approximately \$4k ahead of plan.
- Flower basket only \$2k away from plan as of today
- Budget for marketing has increased due to reallocating funding but came in under budget due to not having the manpower
- Net income at \$25k vs planned deficit of -\$46k.
- \$342k in income vs \$313k LY. Expense \$316k vs \$282k. PPP helped buffer net income LY. If you remove the PPP we are only approximately \$5k difference.
- Last year we were in a temporary budget for 90 days due to losing our Executive Director in May 2022
- Proposed budget review (see BudgetFY2024) - Sarah
- Motion to approve budget – all approved



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3. DOWNTOWNBend State of the Union, Shannon Monihan, Executive Director 8:37-8:47

- Shannon and Michaela applied for the Bend Cultural Fund Grant and got \$20k grant to spend specifically on advertising outside of Bend during our weaker season, winter. Going to promote the “Holiday Hallmark Moment”
- Working on a brand/identity refresh
- Poochella has been going on all month. Paint your pet is coming up at The Commons on Saturday. Ends with the pet Parade on 4th of July.
- Trying to reenergize First Friday and succeeding at it. Will cost \$495 for the year to have an ad on the map. Will run the entire year.
- Looking for feedback on kiosk ad. Email Shannon with any feedback

4. Executive Board Elections 8:21-9:20

- Overview on Shannon’s experience entering the DBBA and how the Board is evolving.
- Explanation of election process. Voting will receive ballots today. Must receive completed ballots by midnight tonight. Results will be announced 6/22/23 via email.
- Running for President - Patrick Trowbridge, Sarah Worley



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4. Executive Board Elections 8:48-9:27

- Running for Vice President – Angela Salido, Rissa Conway, Rick Johns
- Treasurer – Mckenna Mikessel, Lynne Mildenstein
- Secretary – Calista Bollier
- Explanation of roles and responsibilities.
- Patrick – Been in Bend 20 years, arrived low on money and high on hopes. Flipped properties and eventually he and Carrie bought Lark Mountain Modern in January of 2020. Got through covid and made it to the other side. Got involved on the Board due to the proposed closure of Brooks Alley and is inspired by how many people got engaged because of it and how the City is actually listening. Wants to be President of the board and be involved proactively on Downtown Bend.
- Sarah – Been on the Board 4 years. After sitting back the first few years and seeing things she'd like to see change she decided to get involved in the Board to be part of the change. We need to have a President that can show up, is passionate and truly engaged. Need a President that can see multiple sides to best represent all stakeholders of Downtown Bend.



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4. Executive Board Elections

- Angela – Owner of Outside In. Opened 10 years ago with the original owner and then bought it 2 years ago. Was a constant source of feedback for Mindy at the time and decided to join the Board. As Bend evolves we need to remember to stay true to Downtown Bend and what makes us unique vs turning into a mall. Feels shes a diplomatic and reasonable person and enjoys working with others in a cohesive and positive way.
- Rissa – Has had roots in Bend her whole life. Moved to Bend from Southern Oregon 10 years ago. Previous to her retail shop she was a corporate consultant for the past 8 years and very skilled at hearing multiple sides. Sat in board meetings, facilitated executive meetings, and union negotiations and really misses that element. Has also been an executive assistant and feels that she's a great fit for being vice president. Happy to hit the pavement and meet all of the stakeholders and let them know they have a voice and a forum to be heard. Very excited to be part of Downtown Bend and do more for the community.



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4. Executive Board Elections

- Rick – Owner of Haven Home with his wife. Been in that location for 14 years, owned it for 10. Came here for a business trip and decided they needed to move here. Ran for City Council because he was very against the politics in this town and wanted to make change. Been very surprised at how responsive the City. Very confident in his skills and experience to be a strong vice president.
- McKenna – been in Bend for 5 years. Manage 7 buildings downtown. Joined the board to be a voice for her tenants. Would like to revoke her application and not run for Treasurer.
- Lynne – Community member on the Board in her second term. Has worked at the Deschutes Library since 1999. As an administrator at the Library and as a non profit, she works on budgets all of the time. Also skilled in managing grant spending.
- Calista – Community Member on the board, in her second term. Moved here during covid and works remotely. Very grateful to live in Bend and wanted to get involved and give back.



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5. City of Bend State of Affairs 9:27-9:59

- Anthony Broadman, City Councilor (5 min)
 - not present
- Ben Hemson, City Liaison (10 min)
 - Patio furniture for restaurant industry got relaxed on policies before and during covid and City is revisiting compliance with these policies. Accessibility, safety, and ADA are the 3 drivers around enforcing these policies. Memo from Shannon sent this out last night. Also 5pm tonight there is a Brooks Alley Council Work Session meeting.
- Tobi Marx, City of Bend Parking (10 min)
 - Outcome of last meeting, there wasn't consensus with the 5 options but there was consensus in finding a workable solution to the problem.
 - Update signage at Franklin entrance and create dedicated loading zone around Worthy with clear signage.
 - Dedicated Loading zone for Tour bus parking.
 - Speed monitor of 5mph.
 - Ground markings and bollards with solar lights in the Commons area to signify pedestrian traffic.



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5. City of Bend State of Affairs

- Tobi Marx, City of Bend Parking (10 min)
 - Speed hump and gate at North Mirror Pond lot area that opens only when someone is driving the right direction, won't allow wrong direction.
 - Potential for in ground LED lights for pedestrian crossings down the road.
 - Gathering video data currently and is being reviewed but it's a time consuming process to review.
 - Loading zones will be a work in progress. We may not get all deliveries to comply.
- Jessica Rich, Bend Police (10 min)
 - Bend PD is in proof of concept stage of a real time information center. Part of that is bringing in existing technology but also a partnership with Fuis, camera registry and integration. This entire program is voluntary. This is utilizing existing cameras from businesses by integrating pP addresses to with Bend PD. It's an important piece in solving crime more effectively. Real time information can help with response to incidents and how they deploy their limited resources and they are able to have more information to respond.
- 6. Friends of Downtown Bend 10:00
 - nothing to report
- 7. Public Comments and Pre-Approved Presentations 10:01