

BID #3 Meeting 03.05.2026

1. Meeting Called to Order: 5:30 PM

Meeting Led By: Elizabeth Luczak

Members Present: Ben K., Blake S., Dan B., Larry J. (Teams), Matt D., and Melissa S.

Members Absent: Mark V., and Tonya K.

2. Blake Sabers was re-appointed to the Business Improvement District (BID) 3 Board for a term to run from January 2026 – December 2028.

3. BID 3 Board Chair. Motion to nominate Ben K. as BID 3 Board Chair made by Dan B. and seconded by Matt D. | 6 – Yah, 0 – Nay. Motion Carried

4. BID 3 Vice-Chair. Motion to nominate Melissa as BID 3 Board Chair made by Dan B. and seconded by Larry J. | 6 – Yah, 0 – Nay. Motion Carried.

5. Declaration of Conflicts.

a. Matt D. will be abstaining from voting on BID Application for Fingerprint Group LLC

b. Ben K. will be abstaining from voting on BID Application for The Window Shop.

6. Motion to approve Agenda made by Matt D. and seconded by Larry J. | 6 – Yay, 0 – Nay. Motion Carried.

7. Motion to approve the meeting minutes from the previous BID #3 meeting held on 08.27.2025 made by Dan B. and seconded by Ben K. | 6 – Yay, 0 – Nay. Motion Carried.

8. Review of Current Financials: Elizabeth Luczak, Mitchell Main Street and Beyond, discussed BID #3 financials. BID Balance as of 03/01/2026, is \$66,384.28 total. Elizabeth explained the streetscape budget allocations, roll over from 2025 and grant program of works.

9. Citizen's Input:

a. Don Dahl with Adamo Properties discussed their BID #3 Grant application.

b. Eric Palmer, building owner of 114 N Main discussed his BID #3 Grant application.

c. Jay and Janet Fritzemeier, building owners of 200 N Main discussed their BID #3

Grant application.

d. Matt Doer, building owner of 415 N Main discussed his BID #3 Grant application.

e. Ben Kalvosky, building owner of 124 S. Main discussed their BID #3 Grant application.

10. Aaron Hieb, City of Mitchell, review of South Dakota Open Meeting Laws.

11. Motion to enter Executive Session in accordance with SDCL 9-34-19 made by Matt D. and seconded by Blake S. | 6 – Yay, 0 – Nay. Motion carried.

12. Motion to come out of Executive Session in accordance with SDCL 9-34-19 made by Larry J. and seconded by Ben K. | 6 – Yay, 0 – Nay. Motion carried.

13. Discussion & Approval

03.05.2026: A Total of \$48,238.50 total to be award from available funds to the following grant applications:

Adamo Grant Application: Motion made by Ben K. and second by Matt D., to award John Adamo, a total of \$10,000.00 for replacing the awnings on building 400 N Main, as part of the total grant request of \$21,351.46 for project totaling \$21,351.46.
6 – Yay. 0 – Nay. Motion Carried.

Crane Realty Application: Motion made by Matt D. and second by Larry J., to award Crane Realty – Jay & Janet Fritzemeier - a total of \$8,238.50 for restoration and repair of second story window structures on building 200 N Main, as part of the total grant request of \$8,238.50 for a project totaling \$8,238.50.
6 – Yay. 0 – Nay. Motion Carried.

Eric Palmer Application: Motion made by Melissa S. and second by Ben K. to award Eric Palmer, a total of \$10,000 for tuck pointing and rebuilding of higher level brick wall on North Side for building 114 N Main, as part of the total grant request of \$10,000 for a project totaling \$10,912.29.
6 – Yay. 0 – Nay. Motion Carried.

FingerPrint Group LLC Application: Motion made by Blake S. and seconded by Melissa S. to award FingerPrint Group LLC – Matt Doer - , a total of \$10,000 for tuckpointing on building 415 N Main, as part of the grant request of \$10,000 for a project totaling \$14,325.

Abstain (Matt Doer). Roll Call: Ben (Yay), Blake (Yay), Dan (Yay), Larry (Yay), and Melissa(Yay). 5 – Yay. 0 – Nay. Motion Carried

The Window Shop Application: Motion made by Melissa S. and seconded by Larry J. to award The Window Shop – Ben Kalosky -, a total of \$10,000 for siding replacement, window restoration, and adding exterior lighting on building 124 S. Main, as part of the grant request of \$10,000 for project totaling \$28,404.00. The board determined that the signage redo would not be included in the eligible activities at this time.

Abstain (Ben Kalvosky). Roll Call: Blake (Yay), Dan (Yay), Larry (Yay), Matt (Yay), and Melissa(Yay). 5 – Yay. 0 – Nay. Motion Carried.

Funds to be presented to the City to disperse BID Monies:

John Adamo – Adamo Properties – 400 N Main St. - \$10,000.00

Jay & Janet Fritzemeier – Crane Realty – 200 N Main St. - \$8,238.50

Eric Palmer – 114 N Main - \$10,000.00

Matt Doer – Fingerprint Group, LLC – 415 N Main St. - \$10,000.00

Ben Kalvosky – The Window Shop – 124 S. Main St. - \$10,000.00

Total Grant Dollars Awarded \$48,238.50

14. Motion to establish the “Lights, Camera, & Action” program with \$5,000 allocated from the BID #3 Board Project Fund, with Elizabeth presenting the application and process in May 2026, made by Ben K. and seconded by Melissa S. 6 – Yay. 0 – Nay.

15. Motion to update the wording on the BID #3 Grant Application by changing “Grant requests are not to exceed \$10,000” to “Grant requests are not to exceed \$15,000,” effective immediately, made by Melissa S. and seconded by Larry J. 6 – Yay. 0 – Nay.

16. Meeting Adjourned by Melissa S. and seconded by Ben K. at 6:49 PM. 6 – Yay. 0 – Nay.

**Respectfully Submitted,
Elizabeth Luczak
Mitchell Main Street & Beyond**