

**LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY**  
**May 25, 2011**

**Quorum**

Meeting called to order at 12:00 noon by Chairperson, James Wagner.

Members present: Mike Abel, Patti Connell, Dennis Cox, Harold Miller, Nancy Neff, Mort Nierenberg, Randy Patterson, Bob Ramsay, Scott Standish, Andrew Weikert.

Staff: Lisa Riggs, Executive Director  
Solicitor, Bill McCarty  
Cheryl Kieffer, Administrative Assistant

**Introduction of Public Guests**

Bernie Harris, Lancaster Intell/New Era

**Approval of Minutes of the March 23, 2011 Meeting**

**Motion by Patti Connell, second, Nancy Neff**, to approve the March 23, 2011 minutes. Motion approved.

**Financial Reports – March through April**

**Motion by Nancy Neff, second, Harold Miller**, to approve the financial statements for March and April and checks #2868 through #2907 on the Fulton Bank account. Motion approved.

**New Business**

JSID/DID Agreement Updates: Ms. Riggs passed out a spreadsheet reconciling both sides financially, showing the Board that the DID is getting the services for which it paid. She added that the JSID absorbed approximately \$1,400 worth of expenses. Please let Ms. Riggs know if you want more detailed information. In response to a question regarding updates on delinquent accounts, Ms. Riggs noted that the Brunswick Hotel paid its 2010 DID assessment, that several other delinquent accounts had come current and that liens were at the Prothonotary's office.

**City of Lancaster's Strategic Plan – Randy Patterson**

Mr. Patterson provided an overview of the City's new strategic plan. He noted that strategic focus areas have been reduced to 5 from 6 from the original Plan. (1) The Arts: Arts are encouraged and promoted, with an emphasis on public spaces. This was and will continue to be a focus of this Administration. (2) Business development: The City's plan incorporated the redevelopment plan co-authored by the James Street Improvement District. Mr. Patterson noted a measurement of having no vacancies within one block of Penn Square. He also highlighted the goal of a finance pool to provide flexible financing for businesses wanting to locate or expand in the City. The City is working with banks as they want private dollars in the pool along with DCED financing. (3) Green and Sustainable: Mr. Patterson noted the need for an increased focus on "green" infrastructure, particularly reducing storm water runoff. (4) Neighborhood Quality of Life: Issues include trash, litter, and noise and to work with police to enforce efforts to reduce disruptive conduct. (5) Public Safety: The use of technology and state-of-the-art training for the public safety workforce will be implemented. Mr. Patterson added that the marketing of the City is continuing with limited funds and the PA Dutch Convention and Visitors Bureau is a good marketing partner.

Mr. Patterson also noted that a full-time person for code enforcement has been hired that will focus on smaller scale projects. He added that finding someone with the certifications and expertise was challenging.

**Executive Director's Report**

Graffiti removal was an issue brought up by the Mayor last year and Ms. Riggs stated that the SGI employees are doing a great job in removing it. Special products to remove graffiti and stickers were purchased. There were

## LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY

May 25, 2011

Page 2

266 instances of graffiti removed since the beginning of the year. Please tell Jim or Bill if you see them out in the field that they are doing a great job.

The Lancaster Parking Authority has enlisted the services of Allied Barton to patrol the parking garages from 4 p.m. to 3 a.m. Wearing distinctive uniforms, they are trained to help with minor customer service issues, are a helpful addition, and make people feel better about parking garages.

Another area we are involved with is the tracking and support of the homeless population. Binns Park continues to be a hot spot. The ambassadors, who are on a first-name basis with many individuals, inform them of resources. She noted the positive communication with Water Street Ministries and the Community Homeless Outreach Center.

Ms. Riggs provided information relating to a \$50,000 façade grant that the JSID received from the County of Lancaster through its Urban Enhancement Grant. The façade funds are targeted to two neighborhoods – Frederick/Mary near Wharton Elementary School and the 00-200 block of W. King Street, and 00-100 blocks of N. Water Street were chosen as they have pedestrian traffic and can be positively impacted by aesthetic improvements to the properties. A mailing was sent to property owners in those areas and they received about 30 applications in a month. Property owners must have the ability to invest in the matching grant money. Grant money was awarded to 28 people with the first project to begin about June 1<sup>st</sup>. Some are larger commercial properties such as a proposal by Tim Schwartz, owner of the A-Plus statin at Water/Orange Street. Shelby and Marshall are doing the lion's share of the work with a large thank-you to the County for their support.

Updates: Ms. Kieffer's office hours will be changing on June 1<sup>st</sup> to 8:30 a.m. to 2:30 p.m. Monday through Friday, keeping a 5-day presence in the office. Ms. Kieffer has been working with the City Treasurer's Office to update 6 years worth of their database collections to align with the DID Office's assessment collections. Discussion is ongoing with Fulton Bank regarding the opportunity for a debit/credit type gift card program for Downtown. Construction continues on streetscape, road repairs and various projects. Ms. Riggs and Mr. Patterson noted some of the challenges and requirements of the work, which has resulted in some delays. Work should be finished on the Queen/Chestnut Streets garage by June or July.

### Adjourn

**Motion by Nancy Neff, second, Patti Connell to adjourn.** Motion approved and meeting adjourned at 12:55 p.m. Ms. Riggs reminded board members about the Auditor's presentation at the July meeting.

Respectfully submitted,

Cheryl A. Kieffer  
Assistant Secretary