

LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY
May 22, 2013

Quorum

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

Members present: Dennis Cox, Mort Nierenberg, Randy Patterson, Bob Ramsay, and James Wagner.

Staff: Marshall Snively, Acting Executive Director
Bill McCarty, Solicitor
Toby Vargas, Assistant

Introduction of Public Guests

Bernie Harris of Lancaster Newspapers was present.

David Aichele and Shelby Nauman from James Street Improvement District were present.

Minutes

Motion by **Randy Patterson**, second by **Dennis Cox** to approve the March 27, 2013 minutes. Motion approved.

Financial Reports – March and April 2013

Motion by **Randy Patterson**, second, **Dennis Cox**, to approve the financial statements for January and February 2013 and to approve checks #3487 through #3514 on the Fulton Bank account. Motion approved.

Mr. Snively spent a few minutes updating the board members on the projected year end and noted that although the DID would need to dip into reserves (as was expected in the budget); the amount needed is much lower than expected. The budget predicted almost \$21,000 coming from reserves but it now looks like only about \$9000 will be needed. He continued by confirming to the board that the current budget is in much better shape and that no funds should be coming from reserves for this current fiscal year.

Mr. Snively also reviewed the annual DID/JSID reconciliation to confirm that the James Street Improvement District was operating within the management agreement. He noted that there was less money spent on the bike squad operations than in the agreement but at the same time a higher amount was spent on marketing. The resulting figures demonstrate that the DID has received \$283 worth of services over and above the management agreement.

Old Business

Mr. Snively continued by updating the board that the current management agreement, which the DID board approved at the last meeting on March 27th, was also approved and signed at the JSID executive committee meeting on April 17th. Mr. Snively then reviewed with the board that the current management agreement has an increase in the management fee payable to JSID from \$75,000 to \$76,500. He also noted that in the past year there were marketing dollars budgeted in the management agreement as well as on the DID books. For this new agreement all marketing dollars are contained in the management agreement in order to simplify the process.

The next item of business was to discuss the progress of honoring Mr. Harold "Chip" Miller for his service with the Lancaster DID. Mr. Snively explained that Mr. Miller is doing a lot of traveling and it has been difficult to schedule an even at a Lancaster Barnstormers game. Mr. Miller has thanked the board for their thoughtfulness but feels that it is not necessary. Plans are still moving forward though to present Mr. Miller with a plaque and to have a tree planted in his honor within the DID boundaries. The board briefly discussed the matter and decided that they would like have a new tree planted in his honor in coordination with the upcoming streetscape efforts at Central Market. Mr. Snively responded that staff will work with the City and report back to the board on the progress.

Mr. Wagner then moved the discussion into board development as a third Lancaster DID board member has also resigned. Mr. Andrew Weikert submitted his resignation just prior to this board meeting. The board now consists of 8 members. Mr. Bill McCarty informed the board that the articles of incorporation state there will be 9 – 11 board members. He also stated

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that the board is responsible for making recommendations for new board members to the mayor. The board members are to be residents, business owners, or taxpayers of the City of Lancaster. There was a brief discussion about possible board members and then a request that staff present a possible list of candidates at the next executive committee meeting.

Mr. Snively then reminded the board that the Lancaster DID will now begin meeting on a quarterly basis. The next scheduled DID board meeting is on August 28th.

New Business

Mr. Snively asked the board to review the lien list. This is a list of properties that were liened after May 1st because of nonpayment of the DID assessment. There was a brief discussion about any actions that DID might be able to take on these delinquent property owners however no action other than placing a lien will be taken at this time.

Mr. Snively also provided the board with an overview of the current year's assessments and noted that overall there are few changes.

Executive Director's Report

Mr. Snively updated the board members about a recent merchant mixer that took place at Zoetropolis. He also noted that the merchant committee continues to make good progress. An ad hoc committee is being developed in order to develop a plan to replace the Downtown Dollars program. He also announced some upcoming open houses on First Friday as well as some openings of additional restaurants. Mr. Snively concluded with an update on the progress being made at Stevens Apts. to fill first floor retail space.

Adjourn

Motion by **Dennis Cox**, second, **Bob Ramsay** to adjourn. Motion approved and the meeting adjourned at 12:50 p.m.

Respectfully submitted,

Marshall W. Snively
Acting Executive Director