

**LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY**  
**November 19, 2014**

**Quorum**

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

Members present: Dennis Cox, Christine Suarez DiRienzo, Tim Mentzer, Nancy Neff, Mort Neirenberg, Scott Standish, Mark Stoner and James Wagner.

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

**Introduction of Public Guests**

David Aichele and Shelby Nauman from Lancaster City Alliance were present.

**Minutes**

Motion by **Nancy Neff**, second by **Dennis Cox** to approve the August 27, 2014 minutes after a typo in the title is corrected.

Motion approved.

**Financial Reports – August through September 2014**

Mr. Snively informed the Board that the organization was about \$3000 ahead of budget in collecting assessments and that expenses are holding to budget. Mr. Snively also advised the Board that the 2015 County request should be honored at the same level as last year, \$44,450. A final vote on the County budget is expected on December 3<sup>rd</sup>.

Motion by **Tim Mentzer**, second, **Mort Nierenberg**, to approve the financial statements for August through September 2014 and also to approve checks number 3784 through 3831 written August through September 2014. Motion approved.

**Old Business**

The Board then moved into a discussion about the DID Renewal. A public meeting took place on November 6<sup>th</sup> that many of the Board members and DID Renewal Taskforce members attended. The property owners present were a mix of current owners in the DID and owners in the proposed additional DID area. Mr. Snively noted that the turnout was good and that he fielded some very good questions. The property owners have until December 22<sup>nd</sup> to file written objections with the City of Lancaster and the Lancaster DID. At this time no objections have been received. Pastor Mentzer noted that a representative of the Salvation Army was present. Mr. Snively shared with the Board that a payment in lieu of taxes was received by the Salvation Army. Ms. Neff recommended that the Board be updated at the February Board meeting on all payment in lieu of taxes received.

Next Mr. Snively updated the Board on the progress being made in developing the City of Lancaster Strategic Economic Development Plan. He explained that approximately 100 meetings have taken place with over 500 stakeholders participating. The Steering Committee for the Plan will be meeting on Friday, November 21, to focus on the Emerging Themes developed by the consulting team. The Board members, led by Dennis Cox, discussed the importance of Neighborhood Centers and noted that the term "Gateway" may be better suited as these areas will also be catalysts and anchors for other areas and activities. Mr. Snively noted that the process is about halfway completed but there is still a lot of work to be done. Pastor Mentzer asked how the social organizations will fit into the plan and Mr. Snively explained that the Economic Development Plan should recognize socio-economic conditions but should also be careful not to over promise solutions to poverty and affordable housing needs. Mr. Snively and Mr. Cox agree that this plan will not answer all concerns and additional planning and implementation are needed in conjunction. Ms. Neff praised the consultant team for getting teens and young adults involved in the process. Mr. Snively continued the discussion by talking about the different Neighborhood Centers and their reactions to the process. He assessed that the various meetings were proving to be good for residents and businesses to connect and begin generating their own ideas for their neighborhoods' commercial corridors. Mr. Snively informed the Board that Neighborhood Centers would meet again in December and the next public meeting is scheduled for January 15<sup>th</sup>.

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Mr. Snively then reviewed the Emerging Themes which are: Growing Entrepreneurial Economy, Healthy Communities, Opportunity Sites for Investment, and Leveraging the Lancaster Brand. Ms. Neff commented on the growing businesses off side streets and in back alleys. Mr. Nierenberg asked about density and capacity. Mr. Cox and Mr. Standish both responded that Lancaster has a surplus of capacity and saturation is not a concern at this time. Mr. Cox continued that our City is not static and we should expect changes and be able to make adjustments as needed. Mr. Standish agreed and provided the changing perception of School District of Lancaster as an example.

### New Business

Moving into New Business, Mr. Snively informed the Board that the term for five members ends on December 31<sup>st</sup>. Those members are Patti Connell, Dennis Cox, Nancy Neff, Bob Ramsay, and Scott Standish. Pending agreement from all five, Mr. Snively recommended that the Board approve all for term renewal to the Mayor and City Council. Motion by **Tim Mentzer**, second, **Mark Stoner** to recommend Connell, Cox, Neff, Ramsay, and Standish for term renewal. Motion approved.

Mr. Wagner announced that he would like to pursue the diversification of the Board and that members should continue to give thought as to possible new members.

The 2015 meeting schedule was presented to the Board. No changes were offered.

Motion by **Dennis Cox**, second, **Nancy Neff** to approve the 2015 meeting schedule. Motion approved.

### Executive Director's Report

Mr. Snively updated the Board on the success of Velocity which took place on September 18<sup>th</sup>. Over 300 tickets were sold and the event will take place again next year. The Merchant Committee will benefit from the funds raised through Velocity. Funds will be used to support activities such as postcard invitations for merchants to share and plaques for recognition of milestones.

Mr. Snively then turned the meeting over to David Aichele of Lancaster City Alliance. Mr. Aichele explained to the Board that because of an upcoming Arborist Convention in January Lancaster City Alliance had been approached by the City about the appearance of Downtown trees. The City has an ordinance that states trees are to have a clearance of 9 feet over the sidewalks and a clearance of 14 feet over streets and the trimming of trees is the responsibility of the property owner. The Lancaster City Alliance recommended that Lancaster DID perform a crown raising project to assist property owners in meeting City Code. There are currently 504 trees within the DID boundaries. A proposal was requested from Arborist Enterprises and Miko Lawn & Landscaping. Miko Lawn & Landscaping provided a quote that was nearly half that of Arborist Enterprises and Mr. Aichele has begun the process of engaging Miko to complete the crown raising. Letters will be sent out to all property owners of the DID to inform them of this great benefit. Additional letters will be sent to specific property owners that own trees that require crown raising. Jim Bower, Arborist for Lancaster City, will ensure all permitting is completed. The Board members encouraged staff to promote this as a "benefit".

Shelby Nauman, Lancaster City Alliance, then updated the Board on a mulching project that took place on Saturday, October 25<sup>th</sup> with volunteers from Exit Lancaster and Lancaster Unity. She explained that Exit Lancaster worked from Southern Market Center to the north while Lancaster Unity started at Musser Park and worked west. The mulch was provided at no charge from Columbia Borough. It was actually repurposed yard waste that originally came from Lancaster City residents and is now back in the DID used to mulch Downtown trees. The volunteers worked for 3 ½ hours before they ran out of mulch. 250 trees were completed.

Mr. Snively also informed Board members that the City has also requested that letters be sent out to DID property owners to remind them of their responsibilities in the care of sidewalks. Mr. Snively noted that staff would send out letters and use the opportunity to also explain snow removal policy.

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Mr. Snively updated the Board on new openings such as Rabbit & Dragonfly Bookstore and Lancaster Pickle Company. He also reminded everyone of the Extraordinary Give on November 21<sup>st</sup> and invited all to The Great Giving Gig (GGG) at Tellus360 on November 21<sup>st</sup>. Ms. Neff and Mr. Stoner will be participating in the MFE Community Chorus at GGG at 8 p.m. Mr. Stoner also asked everyone to "Save the Date" on February 20<sup>th</sup> at Tellus360. There will be celebration for Lancaster Human Relations Commission.

**Adjourn**

Motion by **Scott Standish**, second, **Dennis Cox** to adjourn. Motion approved and the meeting adjourned at 1:00 p.m.

Respectfully submitted,

Marshall W. Snively  
Executive Director