

**LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY**  
**November 16, 2016**

**Quorum**

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

Members present: Randy Patterson, Crystal Weaver, Patti Connell, Nancy Neff, James Wagner, Dennis Cox, Mark Stoner, Scott Standish

Staff: Marshall Snively, Executive Director  
Bill McCarty, Solicitor

**Introduction of Public Guests**

David Aichele, Andrea Daugherty, and Jeremy Young, the new Community and Economic Development Manager at Lancaster City Alliance. Mr. Young was introduced and shared some of his background with the group.

**Quorum**

A quorum was met.

**Minutes**

Mr. Wagner noted that a quorum was not achieved at the last meeting, so the minutes and financials for approval run from May through October. Nancy Neff motioned for approval, all were in favor.

**Approval of Financial Reports – May-October 2016**

Mr. Snively directed everyone's attention to the third and YTD budgets column noted that we are now halfway into the fiscal year. He reported that at the end of October, total assessment revenue was ahead of budget by \$2000.00, with prior years assessments income already exceeding the fiscal year budget by \$7000.00. As preparations are made for next year, we will likely need to lower that budget number from \$5000.00. In November, the DID received another \$18,000.00 in assessment income that is not shown on the P&L statement and the DID is also expecting approximately \$44,000.00 in contributions from the County by the end of December. Ultimately, this will put the DID over budget in income for the first half of the year.

Mr. Snively also noted that Downtown Dollar sales are currently below budget by \$2000.00, but there will be a big push for the coming holiday season.

Mr. Wagner asked the group to reference the following checks on the Fulton Bank Account: 4133 through 4221 for May through October 2016. Patti Connell motioned, Ms. Neff followed, and all were in favor.

**Old Business**

Marshall Snively began by sharing that Joe Donaldson of LNP was unanimously approved as a new board member by City Council and will be in attendance at the February Board meeting. Mr. Snively then asked Mr. Aichele to provide an updated on Assessment Collections. Mr. Aichele noted that as of November 10, 2016, the DID had received another check from the city and 91% of all DID property owners have paid their assessments for the year. Ms. Neff asked how the current paid assessments compare with past years, to which Mr. Snively and Mr. Aichele replied that the progress is mostly consistent this year.

Mr. Aichele then reported on the current Tax Exempt Properties Payment Requests (PILOA Request Letters) and noted that five out of the 25 properties that were contacted responded so far with a total of \$770,000.00 in PILOA income for the DID.

Mr. Snively then asked Mr. Aichele to provide an update on Streetscape Beautification. Mr. Aichele first shared that the Artist Bike Rack project is still in process and discussions around the locations of the bike racks are still happening. The installation should take place in Spring of 2017. Mr. Aichele plans to send the designs for the bike racks to the committee once he receives them from the artist. He also shared that he would like to provide a 50% down payment to the artist for the work being done and asked for the board's approval. Ms. Neff motioned to approve, Mr. Wagner followed, and all were in favor.

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### New Business

Mr. Wagner asked the board to review the dates for 2017 meetings and asked for a motion. Discussion followed on the location of the meetings and whether or not they would continue to be held in the Commission Room at City Hall, given that LCA/DID will have use of the new facilities in the new building at 115 East King Street. A decision was made to keep the board meetings at City Hall. The dates will be posted in the newspaper as required.

Mr. Patterson was then asked to provide an update on the Aggressive Panhandling ordinance. Mr. Patterson highlighted that the ordinance is focused on two primary issues: aggressive panhandling and where panhandling can take place. Panhandling in and of itself is a right, so it cannot be prevented. The ordinance will target aggressive panhandling and will prohibit panhandling from taking place within 25 feet of sidewalk/outdoor cafes, private and residential properties. It will no longer be allowed within 20 feet of financial institutions and locations such as Central Market. Panhandling also cannot take place *in the street*. The ordinance was shaped using the ordinance in place in Harrisburg, which has been successful thus far.

Mr. Cox asked what the reaction was when the update was presented at the Merchant Committee Meeting, to which Mr. Patterson shared that overall many people are in agreement. Mr. Stoner suggested that we post and share more information on social media when we become aware of aggressive panhandling rings and activity downtown so that people are more aware of what is happening. Mr. Snively told the group that the DID would be speaking in favor of the ordinance at the upcoming City Council meeting.

Mr. Snively reminded the Board that the budget will be presented at the February Board meeting and encouraged everyone to attend, as well as take note that it is the 25<sup>th</sup> anniversary of the Downtown Investment District, so there will be items included in the budget such as a new logo design, celebrations, additional marketing dollars, and continued streetscape improvements.

Mr. Wagner asked Mr. Patterson to update the Board on the Marriott Expansion progress, which has been in the media on a regular basis. Mr. Patterson shared that there is an official financing commitment at this time and since the existing tower is owned by the Redevelopment Authority, the new tower has ignited a discussion around taxation. He highlighted that the Redevelopment Authority is the owner of the current property, not Penn Square Partners. However, Penn Square Partners pays \$200,000.00 each year to the Redevelopment Authority: \$100,000.00 of which goes to the City of Lancaster and the remaining \$100,000.00 goes directly to a marketing consortium that works to bring Tier 1 and Tier 2 events to the convention center.

### Executive Director's Report

Mr. Snively shared that there has been a lot of positive activity lately, and the Lancaster City Alliance is working together with the City of Lancaster to ensure that development efforts are on the same page, specifically related to the Bulova Building and the Hotel Lancaster. He also mentioned that there has been recent activity and interest in the air rights above the RRTA Garage on East Chestnut Street. He encouraged the Board to join Lancaster City retailers for Small Business Saturday on November 26<sup>th</sup>, as Kathlene Sullivan (Social Media Manager, LCA) led the campaign for LCA to be a neighborhood champion through American Express, as they sponsor Small Business Saturday across the country. Mr. Snively shared that LCA and the DID will work to ensure that this campaign is not exclusive to one day, but is encouraged throughout the year.

### Adjourn

Motion by **James Wager**, second, **Nancy Neff** to adjourn. Motion approved and the meeting adjourned at 1:00 p.m.

Respectfully submitted,

Marshall W. Snively  
Executive Director