

LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY
September 26, 2007

Quorum

Meeting called to order at 7:30 a.m. by Chairperson, Mike Abel.

Members present: Patti Connell, Dennis Cox, Dwight Hess, Nancy Morris
Randy Patterson, Scott Standish

Staff: Lisa Riggs, Executive Director
Cheryl Kieffer, Administrative Assistant
Solicitor, Steve Lazun

Approval of Minutes of the July 25, 2007 Meeting

Motion by Patti Connell, second, Randy Patterson, to approve the Minutes of the July 25, 2007 meeting. Motion approved. Ms. Riggs also noted that these meeting minutes would be posted on the DID's website.

Financial Report

Lisa Riggs told the board there was a consolidated Budget vs. Actual report in the board packet that includes some expenses that were paid by the JSID and it more accurately represents the DID Board vs. Actual report.

Motion by Dennis Cox, second, Nancy Morris, to approve the Financial Statements for the months of July and August and approval of checks #1040 through #1079 on the Fulton Account for the month of July and checks #1080 through #1126 on the Fulton Bank account for the month of August. Motion approved.

New Business

Board Membership/Vacancies - Ms. Riggs reviewed the DID Board vacancy procedure in which it states to move to fill vacancies quickly, and announced the resignation of Lisa Johanning. She proposed Lou Lombardi from Fulton Bank to fill Lisa Johanning's vacancy, stating that while there is no specific requirement in the by-laws or other documents stating that large shareholders maintain a seat on the board, there is a strong desire to continue with Fulton Bank representation on the DID Board.

Ms. Riggs and board members discussed DID Board vacancies and service, stating that meeting attendance was important, as was having a resident representative on the board in addition to Patti Connell. Solicitor Lazun stated that the residency requirement pertained to having residency in the City of Lancaster. Ms. Riggs will discuss resident representation on the board at the Executive Committee Meeting and the Resident Committee meeting.

Motion by Patti Connell, second, Scott Standish, to approve the recommendation of Ms. Riggs to propose Lou Lombardi to the Mayor for approval to fill the vacancy of Lisa Johanning on the DID Board of Directors. Motion approved.

Mr. Abel requested volunteers to serve on the nominating committee to evaluate Board members candidates. Ms. Connell and Ms. Morris expressed their willingness to serve on the committee. Ms. Riggs will follow up with them to establish a process to solicit candidates.

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Main Street Designation – The DID has Main Street Achiever status but is not eligible for funding. Ms. Riggs provided an overview of the pros and cons of the program. She noted that the DID adheres to many of the key components of the National Main Street program, however, there were several formal requirements that the DID would have to develop to meet the state guidelines. Mr. Patterson noted his participation in the discussion and indicated that while retaining the Achiever status was desirable, he did not believe losing the status would have a negative impact on the City. Board members discussed the value of the program. Mr. Abel requested a motion to formalize the decision not to pursue the Achiever Status. **Motion by Dennis Cox; second Nancy Morris.** Ms. Riggs recommended re-visiting this opportunity annually.

Downtown Guide – Marshall Snively was present to discuss the re-tooling of the Downtown Lancaster Brochure. Bloom Creative, who produces FIG, approached the DID/JSID and offered to produce the new brochure. They will be producing a book, quantity of 50,000, that will have advertising and listing opportunities to be distributed to hotels and selected sites, and a brochure rack piece, quantity of 200,000, with distribution the same as in the past. Mr. Snively will keep the board updated on the progress of the new downtown guide. Mr

Executive Director's Report

Ms. Riggs and Randy Patterson met with police in regard to the 100 block of S. Queen Street as there are serious on-going issues in that block. She is working with faith-based organizations and the United Way on a new initiative related to the chronically homeless population. Ms. Riggs noted that she anticipates bringing an RFP before the Board at its next meeting related to re-bidding the sidewalk sweeping service. The Convention Center readiness plan is circulating and is a primary area of focus.

Adjourn

The meeting adjourned at 8:52 a.m.

Respectfully submitted,

Cheryl A. Kieffer, Assistant Secretary