

LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY
November 18, 2009

Quorum

Meeting called to order at 12:00 noon by Chairperson, Dennis Cox.

Members present: Mike Abel, Scott Standish, Randy Patterson, Andrew Weikert.

Staff: Lisa Riggs, Executive Director
Cheryl Kieffer, Administrative Assistant
Solicitor, Alex Henderson

Introduction of Public Guests

Valerie Moul of the Central Market Trust was introduced.

Approval of Minutes of the September 23, 2009 Meeting

Motion by, Randy Patterson, second, Scott Standish, to approve the minutes from the September 23, 2009 meeting. Motion approved.

Financial Reports – September & October

Motion by Randy Patterson, second, Mike Abel, to approve the Financial Statements for the months of September and October and approval of the following checks on the Fulton Bank Account: #2119 through #2194 for the month of September; and checks #2195 through #2234 for the month of October.

Approval of the following checks on the Fulton Bank Façade Grant Account: #1001 through 1002 for the month of September, and checks #1003 through 1005 for the month of October.

Approval of checks #757845 and #757846 on the Sovereign Bank Account for the month of October, closing that account. Motion approved.

New Business

A) Valerie Moul of Central Market Trust showed drawings of proposed Central Market improvements. The priority is functionality with electricity and water needing improvements. Funding is needed for better lighting which is a part of the streetscape improvements. A new electrical grid will be installed under the floor, and each stand will have to install a water heater. There will be no air conditioning but windows will be opened by a mechanism and dual directional fans with towers to vent the air. A new security system will be installed, and hopefully, a sprinkler system, too. They currently have smoke detectors. New bathrooms will be installed with entry access inside market. A gate will be used when market is closed and the security cameras that will be installed will be monitored by Central Market. Burnham Corp. has donated a new boiler. They are in negotiations with the owners of the Shand parking lot to lease 21 parking spaces needed for construction equipment for the project. They are hoping to begin construction in January and finish by late November. They are having meetings with the neighbors and are working with Lisa and Marshall to distribute construction information.

B) Fulton Bank's assessment appeal was approved just before their DID invoice was sent in May. The initial invoice sent to the Bank by the City on the DID's behalf did not adjust for the reduced assessment. Follow up correspondence occurred between the DID and Fulton Bank to correct the assessment amount due, however, the Bank ended up paying its assessment during the penalty phase. Fulton Bank has a consistent track record of paying assessment notices promptly, so this action was a departure from their normal operations. Because of the confusion over the invoice amount, Fulton Bank is requesting \$3,713, which is reimbursement of the penalty and the 2% prepay discount. Ms. Riggs recommended reimbursement of \$3,094 for the penalty only, recognizing the reasonable confusion over the timing of the invoice and pay date. **Motion to approve \$3,094 assessment reimbursement by Randy Patterson, second, Scott Standish.** Motion approved.

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C) Motion by Randy Patterson, second, Andrew Weikert to accept the resignations of board members Dwight Hess and Dean Oberholtzer. Motion approved.

Motion by Randy Patterson, second, Andrew Weikert, to approve Nancy Neff, City Resident, and Bob Ramsey, City/DID resident, for 5-year board terms and advancing their names to the Mayor. Motion approved.

Motion by Randy Patterson, second, Andrew Weikert, to accept the renewal of the board terms of the following members: Mike Abel, Patti Connell, Dennis Cox, Harold Miller, and Scott Standish. Motion approved.

D) Motion by Scott Standish, second, Andrew Weikert, to approve the 2010 Slate of Officers as follows: Dennis Cox, Chair; James Wagner, Vice-Chair; Harold Miller, Treasurer; and Patti Connell, Secretary. Motion approved.

E) The 2010 schedule of DID Board and Executive Committee meetings was distributed.

Executive Director's Report

Ms. Riggs told the board of the ongoing leaking roof issues in the office. Roofers patched the roof on November 6th, but it continues to leak. The property manager has stated the roof will be replaced in the spring of 2010. Mr. Patterson stated there is no grant money available for this purpose. Ms. Riggs read the letter prepared by Solicitor Henderson to the property manager referencing the lease and stating the DID will terminate the lease by December 31st if the leaking roof isn't fixed. Discussion ensued on this subject and the board supported forwarding the letter to the property manager.

The City is moving ahead with the next phase of streetscape improvements, which is the milling and repaving of Queen and Prince Streets. At this time, it is believed that some of the work may occur during the day due to noise..

Mr. Patterson provided an update on the Hotel Brunswick, noting that the owners have not yet met all the conditions needed to be certified to re-open and may not be open until March of 2010. Ms. Riggs added that they have not paid their 2009 DID assessment. The Lancaster Press building is continuing to work on renovations and John Meeder is seeking financing for improvements to his property on East King Street.

Adjourn

Motion by Randy Patterson, second, Dennis Cox, to adjourn the meeting. Motion approved.
Meeting adjourned at 1:00 p.m.

Respectfully submitted,

Cheryl A. Kieffer
Assistant Secretary