

LANCASTER DOWNTOWN INVESTMENT DISTRICT AUTHORITY
January 27, 2010

Quorum

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

Members present: Patti Connell, Randy Patterson, Bob Ramsay, Scott Standish,
James Wagner, Andrew Weikert,

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

Introduction of Public Guests

No public guests were present.

Approval of Minutes of the November 18, 2009 Meeting

Motion by Patti Connell, second, James Wagner to approve the November 18, 2009 minutes. Motion approved.

Financial Reports – November & December

Motion by Patti Connell, second, Scott Standish to approve the financial statements for November and December and checks #2235 through #2325 on the Fulton Bank account for the months of November and December. Motion approved.

New Business

Ms. Riggs distributed the 2009/2010 Budget and year-to-date as of 1/27/2010 document stating that as of now, we are in pretty good shape. We need \$17,000 in assessments and she noted that the Hotel Brunswick did not yet pay their 2009 assessment, which is over \$9,000. The In-Lieu of assessment donation line item has exceeded its budgeted amount by \$3,000 and gift certificate sales were up \$6,000. On the expense side, most of these are fixed items and Ms. Riggs acknowledged Ms. Kieffer's work in staying within budget.

Ms. Riggs passed out the DID/DCED Façade Grant spreadsheet stating that the grant money was recorded last year and while some expenses will be recorded this year, they are not included in the budget. Several projects came in under estimated costs, which has allowed the staff to stretch the funds out to other projects. Marshall is talking with Annie Bailey's regarding possible improvements there and Shelby is working with Mike Heberlein regarding improvements to his W. Orange Street property. As these are matching grants, businesses/property owners have to be able to afford half of the cost of the improvements. For many, if they didn't have something budgeted, it is difficult to absorb these costs on short notice. The maximum amount given to one project is \$10,000. The City also has money available as revolving low-interest loans.

Executive Director's Report

Ms. Riggs shared information about possible changes to the state laws governing neighborhood and business improvement district coming out of a state-wide meeting convened by the PA Downtown Center. She noted that she has volunteered to serve on a committee to stay engaged in the discussion..

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Updates: Parking meter discussion. Mayor Gray at a December Traffic Commission meeting spoke about Saturday metered parking enforcement. He stated Saturday metered parking is free because it is not enforced; some people pay the meters and some don't. Policy, rates, and fines should be discussed, and a small task force will be formed for discussion and their findings will be taken to the Traffic Commission. Ms. Riggs added that the Lancaster Parking Authority will be the lead and she'll keep members updated..

Central Market Mall Associates has hired a contractor to repair the leaking roof, however no response is forthcoming from them in regard to whether or not we can continue to work in the space during the roofing repair project.

Central Market: Ms. Riggs and Randy Patterson. The contract for improvements to Central Market was awarded, but concerns about the process were lodged with the City, which is trying to balance those concerns with the legal contract. If the process continues as is, the improvements should be completed by the 2010 Holiday season, but if the bidding process has to start from the beginning, the timeline will change.

Volleyball Tournament: Marshall and Jennifer Baker worked closely with the vendor of the show. Downtown merchants had good feedback on sales and foot traffic.

Holiday Surveys: Merchants had good sales and acknowledged the good downtown marketing that was done this year.. Some customers said they were only shopping Downtown Lancaster and nowhere else this year. It was in general, a better year than last year.

Hotel Brunswick: Mr. Patterson. Inspection is needed to complete 4 items and a temporary CO was issued, but not for the kitchen, pool, and 4th and 5th floors. They won't have a liquor license until the kitchen inspection is approved. The building is on the market for sale, but finance money for hotels is currently not available.

The Parking Authority is upgrading all the elevators in the parking garages.

Adjourn

Motion by Patti Connell, second, James Wagner to adjourn the meeting. Motion approved.
Meeting adjourned at 1:00 p.m.

Respectfully submitted,

Cheryl A. Kieffer
Assistant Secretary