

Minutes of the Old City District Board of Directors Meeting

Wednesday, June 18th, 2014 4:00 pm

231 Market Street, Philadelphia, PA

In Attendance: Board: Joseph Ritchie, Harvey Spear, Patricia Lavelle, Daniel King, Joshua Grimes, Jane Cowley, Christopher McGill, Reginald Cummings, Lynne Martin-Haskin, Peter C. Rothberg, David Neff, Avram Hornik, Albert Taus, Laurie Townsend-Rapp, Carolyn Pfeiffer, Jafar Maleki,
Staff: Brett T. Mapp, Gregory Diehl

Absent: Pat Lavelle, Nick Gregory, Luca Sena, Richard Goldberg, Sheryl Barr, Sonja Silverstein

Guests: Joe Schiavo, Janet Kalter, Richard Zagar (Patriot Parking)

Call to Order: Chairman Harvey Spear called the meeting to order at 4:15.

Minutes

May 2014 board meeting minutes were previously distributed via email.

- Correct spelling of Lynn Martin-Haskin & Reginald Cummings
- Lynn Haskin offered a motion to approve. 2nd/Peter C. Rothberg. All in favor, approved.

Executive Session Called at 4:18, concluded at 4:22

Chairman's Report: Harvey Spear

- The search for a new Executive Director continues with interviews the rest of this week; we anticipate reaching a decision by the end of next week.

Executive Director's Report: Joe Ritchie

- Collections are on track with 85% of our budgeted goal having been collected to date - \$624,337.56. Collections of prior year assessments are at \$24,134.14 or 161% of budget goal.
- Executive Committee has approved 7 more delinquent accounts to send to Lee Herman for collection. Lee will begin sending monthly reports to track his activity.

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- Executive Director search – Search Committee stopped taking resumes a week ago, had received 145 by that point. 23 first round interviews conducted in large part by P. Lavelle & R. Cummings. 11 semi-finalists will be interviewed by full search committee during the next two days, with hopefully 2-3 final candidates for 3rd round interviews with the full board. At this point we are still on target for the 90 day goal set for the process.
- NJ Transit Bus Rapid Transit Project includes one stop in Old City at the SE Corner of 5th and Arch outside of the Christ Church Burial Ground. G. Diehl attended an info session- stop could include a full bus shelter or just a sign. Process is in impact assessments phase and they will keep us in the loop moving forward.
- OCD was awarded a \$23,000 matching Implementation Grant from the Commerce Dept. for Old City District Fest
- Weekly Liquor License reports are now being sent to OCD from the PLCB
- We got letter from the Executive Director of the South Street Headhouse District suggesting an increased partnership between our organizations.

Treasurer's Report: C. McGill

Financial statements for April and May were presented and reviewed.

- April 2014
 - Income statement: total revenues = \$71,902.45; operating expenses = \$44,311.91; operating income = \$27,590.54 Balance sheet: total assets/liabilities = \$1,327,009.17
- May 2014
 - Income statement: total revenues = \$16,335.71; operating expenses = \$81,483.63; operating income = -\$65,147.92 (loss)
 - Balance sheet: total assets/liabilities = \$1,259,922.94
- New item: Community Projects funds from OCD transferred to OCCF. This may change next month if we account for it differently.
- Unanticipated administrative expenses: unbudgeted legal fees & consulting contract due to ED transition. Sidewalk cleaning invoice wasn't paid in April so \$40k paid in May for both months.
- Total operating expenses are \$44,644.12 under budget

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Motion to approve: D. Neff 2nd/P. Rothberg all in favor, approved.

Marketing Report: J. Ritchie

- Night Market Survey went out to local businesses- 76 respondents said they would like another one in Old City. There were a few complaints but overall positive feedback.
- Phila Biz Journal embedded the Inside Old City: Restaurants video on their site. Committee is working on next video, will likely focus on Arts & Design
- Brochure – 100 advertisers out of goal of 130 so far, soft deadline July 7th. We are oversold on large ads and just need to fill out basic \$100 listings.
- Old City Fest – OCD received \$23k grant from Commerce for festival implementation. That combined with sponsorship money puts us in good shape to move forward with the festival, including hiring an event planner.
- Some board members were able to give directly to the Fest through their organization or were successful in attracting significant sponsorship dollars and should be acknowledged: L. Townsend-Rapp, S. Silverstein, L. Sena, A. Hornik, N. Gregory, C. McGill, and D. Neff who is providing in-kind services including PR for the event.
- To the remaining board members, it would be helpful if you could “give or get”.

Clean & Safe Committee Report: H. Spear

- Task force meeting in May, radio program is back online with a new vendor selected and letters (re: liability) are going out to participants.
- There is some new action happening around some hostels in the neighborhood that may be operating illegally (too many beds, doors locked). We mentioned this to L&I. OCD recognizes that these establishments are generally good for the neighborhood, but they need to be safe & properly licensed. Zoned as boardinghouse / single room residence.
- H. Spear and J. Ritchie met with L&I Commissioner Carleton Williams. Ralph DePietro is replacing Mike Maenner (retired). Discussed task force issues, L&I inspectors will now be active at night.
- Conditional License Agreement (CLA) updates:

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- JJ Bootleggers has come to terms on a CLA with OCD after a long negotiation
- Capogiro has signed a CLA with OCD
- Committee is currently working on Infusion. Have spoken several times. Wants to do all of the activities prohibited under CLA, is currently operating under Nick's Roast Beef's CLA.
- A. Hornik researching sidewalk failures – found original contract between Streets and Historic East Market Street for upkeep, which included name of contractor & chief engineer. Consulted with construction attorneys who said there is no cause for action, goal now is to find specifications for materials to facilitate replacement with new materials.

Economic Development Committee – J. Ritchie

- Republican 5th Ward Committee has registered as an RCO; territory is from Washington Ave. to Girard, Broad Street to Front. Members of OCD ED Committee attended their first meeting and stated our intention of being the primary RCO for our service area. 5th Ward RCO stated they are interesting covering areas not served by existing RCOs. We spoke w/ Councilman Squilla's office about this, they assured us that we would be designated the Coordinating RCO for projects within our boundaries.
- Applied for a Planning Grant with the Commerce Dept., have not received a definitive answer- many other applicants from economically challenged areas are priorities. There is a possibility of funds being awarded in a lesser amount than what we asked for. The ED Committee feels that the OCD Master Plan is an important endeavor for this organization and the intent is to move forward with or without the grant funding.
- G. Diehl sent an email survey to the full board on behalf of R. Goldberg and the Committee asking for input re: Mast Plan priorities. Please respond if you have not already.
- 205 Race St. developers reached out to offer an informal presentation of their new plans for the site. Will present at next ED Committee Meeting and will likely return for an RCO review as part of the Civic Design Review mandated by the PCPC.

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Action Item: G. Diehl to resend schedule of all Committee Meetings to full board

Board Development Report: Nothing to report

Old Business: None

New Business: None

Public Comment:

Richard Zagar of Patriot Parking introduced himself. No comment, just attended to observe.

Adjournment: Motion: D. Neff 2nd/ P. Rothberg All in Favor, approved. Meeting adjourned at 4:48 pm.

The next meeting will be held on Wednesday, July 16th 2014, 4:00 pm, at 231 Market Street.