

Minutes of the Old City District Board of Directors Meeting

Wednesday, September 21st, 2016 4:00 pm

231 Market Street, Philadelphia, PA

In Attendance: Sheryl Bar, Reginald Cummings, Lynn Haskin, Dan King, Patricia Lavelle, Joe Ritchie, Peter C. Rothberg, Luca Sena, Sonia Silverstien, Tim Snowden, Albert Taus, Laurie Townsend-Rapp, Josh Grimes (counsel)

Staff: Job Itzkowitz, Brett Mapp, Gabriella Sacidor, Kate McGlinchey

Absent: Leo Addimando, Dick Goldberg, Jafar Maleki, Christopher McGill, David Neff, Harvey Spear

Guests: Joe Schiavo, Janet Kalter, Mary Hummel, Gina Gilliam, Jean Burdick

Call to Order: L. Haskin called the meeting to order at 4:06pm.

Minutes:

- July 2016 board meeting minutes were previously distributed via email.
- L. Haskin made a Motion to approve the January 2016 minutes. 2nd/ J. Ritchie. All in favor; approved.

Other Business:

- P. Lavelle made a Motion to reappoint D. King. 2nd/ S. Bar. All in favor, approved.
- L. Haskin requested an Executive Session at 4:09pm to discuss pending litigation.
- P. Lavelle made a Motion to enter Executive Session to discuss pending litigation. 2nd/ J. Ritchie. All in favor.
- P. Rothberg called the meeting back to order at 4:25pm.
- P. Lavelle made a Motion to reappoint A. Taus. 2nd/L. Haskin. All in favor, approved.

Chairman's Report: P. Rothberg

- None.

Executive Director's Report: J. Itzkowitz

- Old City was busy with DNC events in July.
- J. Itzkowitz & K. McGlinchey met with Randy Baron at the Historical Commission; Cindy MacLeod & Gina Gilliam at the Park Service re: Christ Church Park; the Streets Department & Narducci Electric re: electrifying the 3rd Street Holiday wreaths.

Minutes prepared by K. McGlinchey & J. Itzkowitz

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- New Openings/Moves: Peoples Prints, Avra Art Gallery, & Good's Vintage all opened in OCD; Karma Indian moved to 246 Market Street; American Revolution Museum held the ribbon cutting for its plaza.
- K. McGlinchey started as Economic Development Coordinator.
- OCD exercised its option for 231 Market St. and negotiated a new option.
- Office renovation is mostly complete, final furniture should arrive early October.
- All staff reviews are complete except J. Itzkowitz.
- Budget is on track for review – committees discussed their budgets this month, will be presented to Board of Directors for review in October.
- Insurance coverage was replaced; J. Itzkowitz is looking at options for payroll and benefits providers, as well as phone providers.
- As a result of self-evaluations and technology needs, J. Itzkowitz asked for approval to purchase two tablet computers for staff use and a teleconferencing system for the conference room; L. Haskins made a Motion to authorize spending of no more than \$5,000 on this. 2nd/P. Rothberg. All in favor, approved.
- J. Itzkowitz would like to explore OCD organizational strategy and analyze OCD structure and funding in advance of the five-year plan and reauthorization over the next few years.
- Upcoming dates: Old City Fest October 9th, Small Business Saturday November 26th.
- Next Board of Directors meeting is Wednesday, October 19th, 2016 at 4pm.

Treasurer's Report: T. Snowden

- T. Snowden reported that accounts receivable for August were very good and OCD is ahead of last year's collection rate.
- T. Snowden presented and reviewed financial statements for July and August 2016.

Committee Reports

Marketing: S. Bar

- Old City Fest is on October 9th.
- The 2017 OCD brochure is in the works.
- S. Bar hopes to schedule ribbon cutting for Firehouse Park soon.
- Old City Eats received very positive feedback and was viewed as a successful promotion; work has begun on planning a similar winter promotion.
- OCD staff and OPS continue to work with Arch Street Meeting House on setting up vendors there for First Friday.

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- Marketing is working on ideas for the holidays.
- G. Sacidor reported on social media, with positive growth on all platforms and successful usage of guest Instagrammers.

Clean & Safe: J. Itzkowitz

- There is a new license application for The Bridge, CLA was negotiated, and all PTIs have been withdrawn.
- OCD filed a PTI for 312 Market on Monday, September 19th.
- Recess Lounge worked with Cpt. Ryan and now has a police car (paid for by Recess) blocking the street during bar let out to reduce noise from taxis queuing; Thomas Bond House notified PPD that it has had a positive impact.
- Recess Lounge is named in the lawsuit filed against LeSean McCoy by two PPD officers.
- OCD has received complaints about a nightclub operating at 108 Chestnut without permits, J.Itzkowitz has spoken with L&I and Senator Farnese's office to address the issue.
- A homicide occurred at Bleu Martini last month. OCD & Cpt. Ryan met with Bleu Martini to address the issue, Bleu Martini is working with OCD & police on the issues and OCD will continue to monitor.
- The Clean & Safe Committee will meet on Wednesday, October 5th, 2016 at 3pm to review its budget.

Economic Development: J. Itzkowitz

- Civic Checklist is now complete and has been circulated.
- First stage of the Firehouse Park renovation is complete, thank you to Old City Green.
- J. Itzkowitz & K. McGlinchey met with the National Park Service about Christ Church Park, moving forward RBA will be working with the Pennsylvania Horticultural Society on the project. A small committee will be formed to oversee the project.
- Committee budget is similar to last year.
- The Streets Department is working on making more pedestrian friendly crosswalks in Old City.
- Sidewalk Grant Program: All grant requests have been filled for this year, the program will continue next year.
- The PPA is getting rid of free metered parking in Center City on Wednesday evenings and Old City on First Fridays.

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- RBA presented OCD with a proposal for a Market Street traffic study. It was voted out of Economic Development Committee and Executive Committee. After negotiations between RBA & P. Rothberg, the proposal has been brought before the Board with a favorable recommendation from Executive Committee. J. Ritchie made a Motion to direct OCCF to authorize funds not to exceed \$57,000 to fund the traffic study. 2nd/P. Rothberg. All in favor, approved.

Board Development: P. Lavelle

- The City is reviewing the list of potential new board members. Planning to have an October meeting to review, then November/December recommendations.

Old Business: None.

New Business: None.

Public Comment:

- J. Kalter volunteered to help approach businesses about the Sidewalk Grant Program.

Adjournment: P. Lavelle moved to adjourn the meeting. 2nd/L. Haskin. All in favor, approved. The meeting adjourned at 5:06pm.

The next meeting will be held on Wednesday, October 19th, 2016 at 4pm, at 231 Market Street.