

Minutes of the Old City District Board of Directors Meeting

Wednesday, September 22, 2021, 4:00 pm

Arch St. Meeting House, 320 Arch St.

In Attendance: Jennifer Nagle, Kathryn Bitner, Patrick Shillenn, Betsy Oliphant Ross, Timothy Snowden, Adam Teterus, Valerie Lyons, Donal McCoy, Ashley Peel, Josh Grimes (counsel)

Absent: Jonathan Dubrow, Donn Clendenon, Gosia Primavera, Danielle DelRe

Staff: Job Itzkowitz, Brett Mapp, Gabriella Sacidor, Cassidy Martin

Guests: Michael Jones

Call to Order: J. Nagle called the meeting to order at 4:03pm.

Administrative Notes:

- All attending board members proxied their votes in the advance of the meeting to Brett Mapp.

Minutes:

- The previous meeting's Board meeting minutes were distributed via email.
- P. Shillenn made a motion to approve the previous meeting's minutes. 2nd/A. Teterus. All in favor; approved.

Special Reports:

- J. Grimes explained the state regulations around online Board meetings and the proxy voting system.
- J. Grimes reported that amendments will be made to the OCD by-laws and a draft will go out to all Board members before the next meeting.
- J. Itzkowitz provided an update on the 2020 audit. Auditor M. Jones presented the audit.
- T. Snowden made a motion to approve the 2020 audit. 2nd/K. Bitner. All in favor; approved.

Chair's Report: J. Nagle

- None.

Executive Director's Report: J. Itzkowitz

- Reminded Board members to submit their financial reporting forms to B. Mapp.
- Meetings:
 - J. Itzkowitz met with representatives from the Downtown Partnership of Baltimore.
 - J. Itzkowitz and C. Martin had a meeting with Kelley Yemen about the Market Street Transformation Project.

- J. Itzkowitz visited the Faith and Liberty Discovery Center, which opened in May 2021.
- J. Itzkowitz did a neighborhood tour with a representative of Oonee, a startup which builds modular parking shelters.
- Staff:
 - B. Mapp has completed the 2020 audit.
 - G. Sacidor is completing the new website and is working on the production of a mini documentary for the 30th anniversary of First Friday. She is also booking a photographer for new marketing photographs.
 - C. Martin has drafted the parking minimum legislation memo, has completed the Commerce Grant application, and is finishing up data entry to MySolomon and the Vision2026 5 Year Update document.
- Openings:
 - Cray Taste opened at 120 Market Street.
 - Kurry Shack opened at 6 N 3rd Street.
 - Embrace Dermatology and Aesthetics opened at 123 Chestnut Street.
 - American Vegan Society opened at 17 N 2nd Street.
 - Home Cuban Café opened at 17 N 3rd Street.
- Reminded the Board that the next meeting is Tuesday, October 19.

Treasurer's Report: T. Snowden

- T. Snowden provided an overview of OCD's finances and assessment collection.
- J. Itzkowitz reported that OCD is over its collection budget for this year.

Committee Reports

Marketing: P. Shillenn

- Eight Old City businesses are participating in the Temple University Marketing Partnership.
- The new website design is almost complete. The team is continuing to meet with Message Agency with final notes.
- New marketing photographs are needed for the new website and other materials going forward. The team has selected Stevie Chris Photography and has negotiated the portfolio cost, but still is \$10,000 short. Per the marketing memo that was attached to the Board package, the team is requesting additional funds for this photo project. A. Teterus made a motion to approve adding \$10,000 to the marketing budget. 2nd/A. Peel. All in favor, approved.
- All That's Good Productions will be creating a mini documentary of the history of First Friday for the 30th anniversary of the event. Many galleries in the neighborhood will be featured and filming will begin at First Friday in October.
- The team is beginning to plan for the holidays. The menorah and tree lighting as well as the window contest are scheduled again for this year.
- The 2022 marketing budget is currently under review.

Clean & Safe: T. Snowden

- 312 Market Street: The owner is selling the property and brokers are being contacted.
- 240 Market Street: The Old City Beer Garden has received multiple complaints.
- The Old City Task Force is now meeting on an as-needed basis.
- Summer patrols are over for the season.
- J. Itzkowitz reported on the new StreetPlus budget and proposed that OCD cover 20% of StreetPlus' healthcare package to provide 100% coverage for Streetplus employees working in Old City.

Economic Development: C. Martin

- Final edits are being made to the Vision2026 5 Year Update document with the goal to publish in early to mid-October. Pat Lavelle has agreed to write the conclusion for the document.
- OCD was deemed ineligible to opt out of the matching requirement for the DCED Commerce Street Walkway grant. This would have required securing approximately \$600,000 before September 24. Therefore, OCD has withdrawn the application and is now searching for other funding opportunities.
- The team had their first training with Placer on September 13 and a second training is scheduled for the first week of October.
- OCD last published a parking study in 2017 and has made initial contact with Peter at EconSolutions about another study. OCD is aiming to start collecting data in April or May of 2022. A bike parking study will also be incorporated into this study.
- J. Itzkowitz presented a draft of the 2022 committee budget at the last committee meeting. All members approved.
- A vice-chair is still needed for the committee.
- J. Itzkowitz presented the elimination of parking minimums legislation to the Board and opened the floor for comment/discussion. In order to present to Council, Councilman Squilla requests a letter of support from the Board. B. Ross made a motion to support the legislation. 2nd/A. Teterus. All in favor, approved.

Board Development: A. Teterus

- Contact has been made with three potential candidates for a potential start date of January 1. The search for candidates continues.

Old Business

- None.

New Business

- None.

Public Comment

- None.

Adjournment

- A. Teterus moved to adjourn the meeting. 2nd/A. Peel. All in favor, approved. The meeting adjourned at 5:05pm.