

Minutes of the Old City District Board of Directors Meeting

Wednesday, January 15, 2020 4:00 pm
231 Market Street, Philadelphia, PA

In Attendance: Lynn Haskin, Dick Goldberg, Jennifer Nagle, Adam Teterus, Patrick Shillenn, Ashley Peel, Timothy Snowden, Donal McCoy, Mary Hummel, Valerie Lyons, Gosia Primavera, Jonathan Dubrow, Danielle DelRe, Josh Grimes (counsel)

Absent: Carlo Sena, Betsy Oliphant Ross, Donn Clendenon

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

Guests: Leslie Obleschuk, Joe Schiavo, Janet Kalter, Kathryn Bittner

Call to Order: J. Itzkowitz called the meeting to order at 4:04pm

Minutes:

- December 2019 board meeting minutes were previously distributed via email.
- L. Haskin made a motion to approve the December 2019 minutes. 2nd/ D. Goldberg. All in favor; approved.

Special Business

- J. Grimes conducted the election for the 2020 Board officers.
- J. Grimes announced the results of the election for the 2020 Board officers:
 - Chair: Jennifer Nagle
 - Vice Chair: Patrick Shillenn
 - Secretary: Donn Clendenon
 - Treasurer: Timothy Snowden
- L. Haskin made a motion to nominate herself to an at-large executive committee seat. 2nd/D. Goldberg. All in favor; approved.
- V. Lyons made a motion to nominate herself for an at-large executive committee seat. 2nd/A. Peel. All in favor; approved.

Chair's Report:

- J. Nagle thanked everyone for electing her as chair.

Executive Director's Report: J. Itzkowitz

- Water main break:
 - A water main at the intersection of 3rd & Arch Streets broke on January 7th, causing significant disruption to traffic and businesses. 3rd Street is closed between Market and Race, and Arch Street is closed between 2nd and 4th. The latest update from the Philadelphia Water Department is that repairs are expected to take 2 months.

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- To support the impacted businesses, OCD is offering a promotion in partnership with the Betsy Ross House that gives free admission to anyone who shows a same-day receipt from an Old City business.
- OCD is working on additional promotions, including the hashtag #openinoldcity, featuring impacted businesses on social media, working with its PR team, and planning for a January 25th event.
- OCD has ordered “Businesses Open During Construction” signage.
- OCD is coordinating with the city and the PPD to manage traffic flow and distribute information to businesses and residents, and is working on planning a public meeting to answer questions.
- Staff is working on an application for PWD’s “Open for Business during Construction” Assistance Grant to help cover costs for these promotions.
 - D. Goldberg made a motion authorizing staff to submit an application for PWD’s “Open for Business during Construction” Assistance Grant. 2nd/D. DelRe. All in favor; approved.
- Staff updates:
 - B. Mapp has mailed out the 2020 assessment invoices.
 - G. Sacidor wrapped up the holidays and is working on marketing to help businesses impacted by the water main break.
 - K. McGlinchey sent out the first commercial real estate newsletter and is working on grants.
- New openings:
 - The Collective Table is expanding into the ground floor space at 216 Market.
 - The Michael Bloomberg campaign opened an office on N 3rd Street.
 - Prosperity Real Estate and Investments opened in the old DNB First space at 36 N 3rd Street.
- Administrative:
 - J. Itzkowitz reminded board members to fill out and return their conflict of interest and statement of financial interest forms.
 - 2020 committee sign-up sheets were circulated.
 - D. Goldberg made a motion to appoint G. Primavera and J. Dubrow as co-chairs for the OCD RCO committee. 2nd/V. Lyons. All in favor; approved.
 - T. Snowden made a motion designating J. Nagle, P. Shillenn, and D. Clendenon as signers on OCD’s operating account, and removing C. McGill and P. Rothberg as signers; and designating J. Nagle, P. Shillenn, and D. Clendenon as signers on OCD’s money market account, and removing C. McGill, J. Ritchie, H. Spear, and D. Neff as signers. J. Itzkowitz remains on the accounts as a signer. 2nd/A. Teterus. All in favor; approved.

Minutes prepared by K. McGlinchey

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- Upcoming dates:
 - There is no February board meeting.
 - The next Board of Directors meeting is March 18th at 4pm. There will be an RCO meeting following this meeting.

Treasurer's Report: T. Snowden

- T. Snowden provided an overview of OCD's finances and assessment collection.

Committee Reports

Marketing: P. Shillenn

- OCD is working on PR and promotions to support the businesses impacted by the water main break.
- OCD is working to secure year-round sponsorships for its programming and events.
- OCD is extending its website RFP through March 27th.
- Planning for Old City Eats is underway, and OCD will host a restaurant meeting next week.
- The holiday window contest was a big success, with American Kitchen Machinery and Petit Jardin en Ville tying for the top prize.

Clean and Safe: T. Snowden

- 312 Market Street will have its third BLIR hearing on January 28th.

Economic Development: D. Goldberg

- OCD sent out its first commercial real estate newsletter highlighting new businesses, available properties, and information about Old City for real estate brokers.
- The City was awarded a grant of \$1.5 million from PennDOT's Automated Red Light Enforcement funds for the improvements to Market Street in Old City. OCD and the City are working with Senator Farnese's office to schedule a check presentation.
- OCD is meeting with Councilman Squilla, Old City Green, and the attorney for the property owner of 319 Market Street about the encroachments on Commerce Street.
- OCD installed its 3rd Eco-Counter pedestrian counter, this one on the 300 block of Market Street.
- OCD is expecting to receive a new lease draft for Dolly Ottey Park shortly.

Board Development: A. Teterus

- A. Teterus welcomed J. Dubrow, V. Lyons, and G. Primavera to the board.
- The committee met before the board meeting to interview one candidate, who was approved by the committee.

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- D. Goldberg made a motion to submit Kathryn Bittner to the mayor for a seat on the Old City District Board of Directors. 2nd/A. Peel. All in favor; approved.

Old Business: None

New Business:

- J. Itzkowitz shared that Joe Ritchie has stepped down from the Board of Directors.
- D. Goldberg made a motion thanking Joe Ritchie for his service. 2nd/A. Teterus. All in favor; approved.

Public Comment: None

Adjournment:

- D. Goldberg moved to adjourn the meeting. 2nd/D. DelRe. All in favor; approved. The meeting adjourned at 5:05pm.

The next meeting will be held Wednesday, March 18, 2020 at 4:00pm, at 231 Market Street.