

Minutes of the Old City District Board of Directors Meeting

Wednesday, July 15, 2020 4:00 pm

Via Zoom

In Attendance: Jennifer Nagle, Patrick Shillenn, Donn Clendenon, Timothy Snowden, Adam Teterus, Lynn Haskin, Donal McCoy, Dick Goldberg, Kathryn Bittner, Valerie Lyons, Ashley Peel, Betsy Oliphant Ross, Danielle DelRe, Gosia Primavera, Carlo Sena, Josh Grimes (counsel)

Absent: Mary Hummel, Jonathan Dubrow

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

Guests: Joe Schiavo, Janet Kalter

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

Administrative Note:

- Due to the COVID-19 crisis, the Board meeting is being held virtually via Zoom. J. Itzkowitz advised that the meeting would be recorded and posted to the OCD website.

Minutes:

- The previous meeting's board meeting minutes were distributed via email.
- D. Goldberg made a motion to approve the previous meeting's minutes. 2nd/ K. Bittner. All in favor; approved.

Chair's Report: J. Nagle

- J. Nagle discussed the upcoming street closure.
- The Executive Committee met to discuss the July 5th incident on 2nd Street and OCD's response.
- The Board discussed its drafted statement in response to the incident.
- P. Shillenn made a motion to adopt the statement. 2nd/ V. Lyons. All in favor; approved.

Executive Director's Report: J. Itzkowitz

- J. Itzkowitz provided an overview of OCD's budget process and how it will be adjusted for this year.
- OCD waived late fees for assessments through June 30th, and will be sending out reminder letters shortly.
- Staff continues to work remotely and rotate office use when needed. OCD is looking at office space options for next year.
- Meetings:
 - Staff continue to participate in relevant webinars, briefings, and working groups.
 - The IDA in-person conference for 2020 has been canceled.
 - Staff continues meeting with other BIDs and with Commerce regularly.
- New businesses: None.

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- Staff updates:
 - B. Mapp is working on the OCD budgets, assessments, and the audit.
 - G. Sacidor is continuing information sharing with businesses via email, the OCD website, and social media.
 - K. McGlinchey is assisting the restaurants with outdoor dining, and is applying for grants.
- Upcoming dates:
 - There is a RCO meeting scheduled for today at 5:15pm.
 - There is no Board meeting in August.
 - The next Board of Directors meeting is September 23, 2020 at 4pm.

Treasurer's Report: T. Snowden

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

Committee Reports

Marketing: P. Shillenn

- The committee did not meet in July.
- Staff is continuing regular communication with businesses through the B2B newsletter, social media, and OCD website.
- Outdoor dining has begun and OCD is helping promote the businesses offering it.
- OCD is organizing webinars to help businesses.
- The committee held a special marketing session to discuss next steps with a vendor to redesign the OCD website.

Clean and Safe: T. Snowden

- OPS weekend patrols have resumed with the return of outdoor dining.
- OCD has drafted a RFP for cleaning services for next year, and is not planning to renew its contract with its current cleaning contractor.
- D. Goldberg made a motion to not renew OCD's cleaning contract with ACAM at the end of this calendar year and to issue a RFP for cleaning services. 2nd/L. Haskin. All in favor; approved.

Economic Development: D. Goldberg

- The committee did not meet in July
- OCD continues sharing information with businesses and working to assist them now that Philadelphia has entered a modified green phase of reopening.
- Many restaurants have begun to take advantage of cafe seating and streeter options. Staff is helping them with applications and regulations.

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- OCD has received a permit to close the unit block of S 2nd Street for outdoor dining this weekend. OCD will not do any PR around the closure and wants to keep the focus on outdoor dining.
- OCD is working with Councilmember Squilla to request funding for Dolly Ottey Park.
- OCD provided a letter of agreement for cleaning and maintenance of Commerce Street Walkway once the space is completed. Old City Green reported that they have 50% completed plan drawings and are receiving stakeholder input before finishing the drawings.

Board Development: A. Teterus

- The Committee of the Whole hearing is still postponed indefinitely.
- A. Teterus is reaching out to potential committee and board members.

Old Business: None

New Business: None

Public Comment: None

Adjournment:

- J. Nagle moved to adjourn the meeting. 2nd/D. Goldberg. All in favor; approved. The meeting adjourned at 5:04pm.

The next meeting will be held Wednesday, September 23, 2020 at 4:00pm, via Zoom.