

# Minutes of the Old City District Board of Directors Meeting

Tuesday, September 19th, 2017 4:00 pm

231 Market Street, Philadelphia, PA

**In Attendance:** Christopher McGill, Peter Rothberg, Sheryl Bar, Dick Goldberg, Lynn Haskin, Timothy Snowden, Danielle DelRe, Pat Lavelle, David Neff, Patrick Shillenn, Albert Taus, Leo Addimando, Mary Hummel, Donn Clendenon, Jennifer Nagle, Josh Grimes (counsel)

**Staff:** Job Itzkowitz, Brett Mapp, Gabriella Sacidor

**Absent:** Ashley Peel, Joseph Ritchie, Luca Sena, Harvey Spear, Laurie Townsend-Rapp

**Guests:** Marc Harris, Janet Kalter, Joe Schiavo, Donal McCoy, Adam Teterus, Jonas Maciunas, Mark Coykendall

**Call to Order:** C. McGill called the meeting to order at 4:02pm.

## **Minutes:**

- July 2017 board meeting minutes were previously distributed via email.
- D. Neff made a motion to approve the July 2017 minutes. 2<sup>nd</sup>/ L. Haskin. All in favor; approved.

**Chairman's Report:** C. McGill

- No report.

**Executive Director's Report:** J. Itzkowitz

- J. Itzkowitz attended the Impact Development Roundtable hosted by GPUAC
- J. Itzkowitz attended the International Downtown Association Annual Conference & Tradeshow
- J. Itzkowitz attended a I-95 cap meeting at the Municipal Services Building where J. Maciunas presented the Market St. proposal to the committee
- Old City business owners are collaborating efforts, and partnering to form organizations. They are keeping OCD staff abreast of their plans
- J. Itzkowitz had a radio appearance on Small Bites Radio with Old City restaurant Karma
- J. Itzkowitz made a presentation about Old City Fest at Visit Philadelphia
- J. Itzkowitz was invited by H. Spear to attend a Parking Tax working lunch.
- Staff updates: B. Mapp finished the audit, implemented new phone services, continues to work on the budget, insurance/benefits, and Old City Fest; G. Sacidor finished Old

Minutes prepared by G. Sacidor and J. Itzkowitz  
September 20<sup>th</sup>, 2017

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City Eats program, continues to work the brochure and Old City Fest, interviewing web auditors and organizing social media workshop for local business owners; K. McGlinchey continues to work on CDC research and planning, finished review of Market Street Transformation Study presentation, distributed all of the Old City Design Guides

- New openings: Bistro 7 permanently rebranded as Dos Rosas Taqueria, on N. 3<sup>rd</sup> Street
- Admin: 5 Year Plan and Budget is approaching, reauthorization process is underway.
- Upcoming dates: There is one project (244 Race Street) up for the RCO meeting immediately following today's Board meeting at 5:30pm. The next Board meeting will be on Wednesday, October 18<sup>th</sup> at 4pm.
- J. Itzkowitz asked the Board to recommend that the Executive committee act as the Steering committee for the 5 Year Plan.
- L. Haskin made a motion for the Executive committee to act as Steering committee for the 5 Year plan. 2<sup>nd</sup>/P. Lavalley. All in favor; approved.
- J. Itzkowitz reported Old City Fest has reached vendor capacity, and has received sponsorship from several organizations.

## **Treasurer's Report:** T. Snowden

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

## **Committee Reports**

### **Marketing:** S. Bar

- Marketing is currently preparing for Old City Fest and the brochure in the fall.
- After Fest, Marketing will focus on Historic Holiday Nights in December.
- Inside Out returns to Old City September-December.
- A social media workshop will be held for local business owners in October.
- Marketing committee is brainstorming ways to acknowledge OCD's 20<sup>th</sup> anniversary and celebrate Old City businesses that have been in Old City for 20+ years, and new businesses that have opened
- Old City Eats received significant media coverage and gained great social media traction this summer.

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## **Clean and Safe:** D. Neff

- Three12 Sports Lounge has received several noise complaints. OCD staff is working on next steps to address this, including convening the Old City Nuisance Task Force.
- OCD and Jolly's Piano Bar have reached an agreement for a conditional licensing agreement.
- The 6<sup>th</sup> District has a new police captain, Captain John O'Hanlan.
- LRC is providing leaf blowing and removal services on Market Street.

## **Economic Development:** D. Goldberg

- J. Macuinas presented the report for the Market Street Transformation Study.
- D. Goldberg made a motion for OCD to endorse the proposal. 2<sup>nd</sup>/D. Neff. All in favor; approved.
- A second meeting to discuss the design of Flagpole Park will be held in October.
- Commerce Street: Old City Green applied for a Community Design Collaborative grant for design of the area, with support from OCD.
- OCD is paying for a parking study, conducted by Econsult, which is nearing completion.
- OCD is seeking prices from LRC for servicing additional trash receptacles; will be handled by Clean & Safe Committee
- Third CDC memo is being drafted
- The committee is also working on the Economic Development budget.

## **Board Development:** P. Lavelle

- The committee continues to work through prospects for new Board members and hosted two interviews earlier today.
- P. Lavelle asked the Board to recommend nominations of Donal McCoy and Adam Teterus to terms beginning in January 2018.
- D. Goldberg made a motion to nominate Donal McCoy and Adam Teterus to terms beginning in January 2018. 2<sup>nd</sup>/S. Bar. All in favor, approved.

## **Old Business:** None.

## **New Business:**

- Mark Coykendall made an audit presentation.

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- D. Goldberg made a motion to accept the audit presentation. 2<sup>nd</sup>/T. Snowden. All in favor, approved.

## **Public Comment:**

- None.

**Adjournment:** D. Neff moved to adjourn the meeting. 2<sup>nd</sup>/M. Hummel. All in favor, approved. The meeting adjourned at 5:16pm.

**The next meeting will be held on Wednesday, October 18<sup>th</sup> at 4pm, at 231 Market Street.**