

**Iowa City Downtown District
Board of Directors Meeting Minutes --- DRAFT
August 28, 2018**

Voting Members Present:

1. Joni Schrup
2. Mark Ginsberg (left early)
3. Michelle Galvin
4. Amber Neville
5. Anne Armitage
6. Jigna Janie
7. David Kieft
8. Cady Gerlach
9. Katie Roche
10. Nick Lindsley

Non-voting Members Present: Wendy Ford, Kim Casko, Josh Schamberger, Gustave Stewart

Staff Present: Nancy Bird, Betsy Potter, Christopher Hunter, Marcus Brown

Voting Members Absent with Notice: Greg Turner, Wesley Ward, Jason Deppe, Mary Kate Pilcher Hayek, Susan Craig, Monica Moen, Naftaly Stramer,

Visitors Present: Scott Sovers

9:05 am Call to Order/Introductions

Call to Order:

The meeting was called to order at 9:05 am at the Iowa City Public Library. A quorum of 10 of 17 voting members was present.

Introductions:

Introductions to the Board were made for Marcus Brown as the new Administrative Assistant for the Iowa City Downtown District and Cady Gerlach from Shelter House replacing Crissy Canganelli on the Board.

9:10 am Welcome Scott Sovers - Ped Mall Construction Update

Board Q&A

Sovers showed blueprints of Phase 1A of Ped Mall Construction which includes Clinton and Dubuque St. areas which displayed what has been completed and what is still under

construction. According to Sovers Phase 1A may be finished by early October. The walkway currently obstructed by the Phase 1A construction should be open except for the stage canopy. The canopy construction is delayed due to materials needed and may take until the end of the year, but the stage could still be used without the canopy. Sovers stated that the reason for the construction delays is the number of subcontractors necessary for the project and the coordination of said contractors. Construction Phase 1B is projected to be complete by the end of the year. Construction in the Black Hawk Mini Park is anticipated to be finished by Spring of next year. Storage of materials during Black Hawk Mini-Park construction poses an issue and may require off-site equipment storage. Construction along the College Street Corridor is scheduled to be complete by May 13. Artwork except for tornado, book, and Dorothy will return after construction in near same location. Coordination between City and Graduate facade walkway work has been difficult and walkway may need to be closed for brick installation. The Graduate should be completely done by the end of this week. The cut through Walkway should be open by October after bricks have been laid. Clinton and Burlington St. construction is awaiting materials before work can resume. S. Linn close to Iowa is anticipating October completion. Sovers will work to get updated construction schedule. Merge entrance is being raised to mitigate potential water damage (a ramp vestibule ADA accessible) with projected start in mid-September and finished mid-October. Phase 2 next year will be started all at once. Oct. 31, 2019, is projected completion date for phase 2

Communication of Construction Updates

Bird asked how expectations regarding the completion time of the construction can be adjusted and how the City could get in front of the delays. It was suggested that changes in the construction schedule should be communicated in stand-alone, weekly updates issued by the City. Sovers requested more encouragement and promotion of construction update meetings to combat low attendance. Roche requested more notice for alley closures due to construction.

Approval of Minutes

Approval of the minutes was revisited after the Ped Mall Construction discussion because the board didn't have a quorum when it was initially proposed.

- 1) Michelle Galvin motioned to approve July Minutes. The motion passed 10-0 Joni Schrup seconded the motion

- 2) Michelle Galvin motioned to approve July Financials. The motion passed 10-0 Joni Schrup seconded the motion. Greg Turner was absent and all of the ICDD's financials haven't been accounted for yet, and so a more in-depth discussion is expected in next month's meeting.

Review of Executive Director

Staff Reports

SHAPE:

Nancy Bird discussed the progress of ICDD advocacy and the upcoming council election. All candidates have been interviewed and are currently answering a questionnaire which will gauge each candidates alignment with the ICDD advocacy goals. Their responses that will be collected by Monday, August 27th and posted on the Advocacy section of the ICDD website. After the primary when

WELCOME

New banners, mural progress, Nighttime Mayor welcomes students

Nancy Bird discussed the work done for Welcome Week. New banners were put up around town with assistance from Kate Moreland and the Iowa City Area Development Group. ICDD took the bill for banners

DRAW - Farm to Street recap, Taste of IC recap

Betsy Potter gave a summary of the Taste of Iowa City event. Weather during the event and attendance were good, but the ongoing construction was an issue. Attendees used the road to avoid the construction which resulted in traffic issues. The money and tickets for the event are still being counted, so overall financials aren't available yet.

Nancy Bird discussed the upcoming Restaurant and Bar forum that will be held on September 4. At this meeting, the main point of conversation will be Officer Graves, the new Downtown nighttime police officer, and what his duties and responsibilities will be. Officers Graves will work from 6 pm to 4 am and will be paired with Officer Cash when absent. This new position will require extensive training as well as adjusted expectations for how much the night time officer will actually be seen in action. Metrics also will need to be developed to measure performance to determine if this is a project that should be continued next year.

Betsy Potter gave a summary of the Farm to Street event as well. The event was moved to Terry Trueblood Recreation Center due to fear of incimate weather. Despite the change in location, the event went well. Approximately \$13,000 was made total from the event with about \$8,000 being donated to Table to Table and about \$5,000 being donated to Iowa City Parks and Recreation. There was a total of approximately 300 total attendees with 255 tickets sold, 30 volunteers, and farmers were given food so total approx 300. Jessica Pean? Oversaw budget

9:50 Ex-Offico Reports

Josh Schamberger

Ragbrai was a big success and generated about \$5,000 in proceeds that will be donated to the United Way. JingleCross will be September 28-30th. It is predicted to be a success because

there isn't a conflict with UI football that weekend. Hyatt Place is opening up a new hotel which will have 140 rooms. Captain Kelsey is retiring (Sept. 7 retirement party)

David Kieft

University of Iowa Welcome Week festivities were a success with an estimated 5,000 people in attendance at the picnic held at the UI President's house. 117 flagpoles have been installed on the bridge along the Iowa River to display flags that will represent all the different countries that make up student body. The Board of Regents meeting will be in September and the University of Iowa has lifted their construction moratorium. Construction on the new art museum will hopefully begin in the Fall.

Wendy Ford

The Park Road bridge will hopefully be open in September. An update was also given on the Building Change program which is a combo of grant and loan funding for Downtown/Northside businesses to improve facades, accessibility, and fire safety as well as adding on or improving leasable space. Hills Bank, MidWestOne Bank, and UICCU will be reached out to for loan partnerships. Currently, there is \$100,000 in grant money and \$150,000 in loans available that would need to be matched by applicants. The Cosign Program is also slated for a Spring debut, so Spring 2019 might be a large impact period for Downtown business aesthetically.

Kim Casko

There will be a City Council candidates forum held at Merge on Wednesday, Aug. 29 at 7:30 am. Project Penguin has been completed and the findings have been announced. Looking for more ways to formally align though they won't be merging with ICAD.

Event Reminder:

There will be a retirement party for Police Captain Troy Kelsay on Sept. 7

Adjourn

The next meeting will be September 27 at the Iowa City Public Library Meeting Room D
Michelle motioned to adjourn. The motion was seconded by Joni Schrup. The motion passed
10-0

Recorded by Marcus Brown