Economic Vitality & Development Committee Meeting

April 18th, 2018 7:30am

Cendel Building Conference Room

Agenda

I. Welcome & Introductions
II. Approval Of minutes (February 2018-No March Meeting Held)
III. Unlock The Block Update/Video Presentation
IV. New Incentive Packet/Brochures & Plans With City
V. Discussion on Economic Development Marketing Plans
VI. Architectural Grant Discussion/New Incentive Plan Recommendation
VII. Vendor Opportunity To Market To Entrepreneurs
VIII. Downtown Dover Westside Study-Dave Hugg
IX. Co-Chair Chosen
X. Budget Plans For The Committee Needed for FY19
XI. Discussion On The Presenter Coming For The May Meeting
XII. Work Plan Finalization So It Can Be Presented At The April Board Meeting
XIII. Public Comments
XIV. Adjournment
XV. Executive Session (1)

Next meeting is scheduled for Wednesday May 16th, 2018 at 7:30am

Economic Vitality Committee Meeting
Wednesday, February 21, 2018
7:30 AM
Cendel Building

Summary Minutes

Committee Members Present:
Mitch May, May & Perza, Chair
Dave Hugg, City of Dover
Will Grimes, NCALL
Jonathan Street, Becker Morgan

Guests Present:
Phil Mc Ginnis, McGinnis Commerical Real Estate Co.

DDP Staff Present:
Tina Bradbury, Operations Manager
Maureen Feeney Roser, Interim Executive Director

Chairman May called the meeting to order at 7:30 AM.

There were no additions to the agenda, and minutes of the previous committee meeting were not reviewed.

Ms. Bradbury then provided an update on the Unlock the Block initiative. There are six (60 properties currently participating and the committee's contribution to the effort will be $2,500.

Next Mr. McGinnis updated the committee on property management issues.

Next the committee discussed its draft work plan, particularly as they relate to business recruitment and retention. Ms. Feeney Roser will make revisions based on the discussion and the committee will finalize its work plan at the March meeting.

Also for discussion at the next meeting will be the collection of economic development statistics for the DDP's required quarterly reports to Downtown Delaware.

There were no public comments – and no further business was discussed.

The regular committee meeting adjourned at 9:30 AM.

The committee then went into Executive Session to discuss contracts associated with property owned by the DDP.

The Executive Session adjourned at 10:00 AM.

Respectfully Submitted:

Maureen Feeney Roser
DDP Interim Executive Director

- Work plans finalized and will be ready to present at the March board meeting for approval.
- Unlock The Block Update given and they are aware that the $2500 program contribution will be charged to their committee
- Phil gave property and let the committee know where things stand, this includes the North Street Lot situation
- Committee came to a decision to propose to the board for the interfaith lease at the March board meeting. In the interim a letter will be drafted for your signature, that will explain we acknowledge receipt of their letters and that the board will be making a formal vote at the meeting in March and that they will receive our decision after that meeting.
- Mitch asked for a cost analyst for the 684 property so that the committee can determine the amount that the rent should be raised to as part of the board presentation. This will be completed and given to him and the rest of the committee.
- Revisited the Environmental Convent for Railroad Avenue with Mitch and asked him again to please ensure he send an email to Val with the minor changes he was asking for and asked him to copy you, Maureen and myself. Mitch said he would take care of that this afternoon.