

Summit Downtown, Inc.
Board of Trustees Meeting
September 28, 2022, 8:00AM
In-Person/Zoom Meeting

Members Present: Bob Conway, Kimberly Hamilton, Lauren Decker, Karen Schneider, Mayor Nora Radest, Antonietta LaVecchia, Tony Melchionna, Leslie Herman, Claire Toth, Councilwoman Lisa Allen, Ray Merritt. Staff: Nancy Adams and Amanda Lynn

Members Absent: Councilman Greg Vartan, David Bernat, Michael Rogers

Guests: Bruce Theuerokauf

Chair Bob Conway called the meeting to order at 8:00am.

Approval of Minutes – Bob Conway

July minutes were presented for approval. The approval of the July minutes was moved by Tony and seconded by Karen and unanimously approved.

Financials – Claire Toth

Claire reported that we have close to \$225k in the bank; noting we do try to keep money to cover expenses in the bank. She noted that we do have some grants that have covered what we would have otherwise done with the money, so we have some flexibility to look at opportunities. Budget vs Actual show that we are ahead of timeline in farmers market revenue but that's because it is a bit front loaded because we require vendors to pay in advance and in the budget, we divide the total by 12 months. We are in pretty good shape. Claire said she's going to be looking into having a budget committee meeting toward the end of October so we can get started on 2023 budgeting. Approval of financials was moved by Karen and seconded by Ray, unanimously approved.

Board Elections – Bob Conway

Bob reported that we're coming into Board election season, there are four seats up for election this year. Claire's seat as nonretail is up and she's interested in running again, retail space seat held by David Bernat is up and he's going to call him to see if he's interested in running for the seat to which he was appointed, 2 property owner seats are up and Karen is interested in running for her seat and Kimberly's seat is also up so Bob said they would also talk to see if she is interested in running again. So if anyone knows someone who is interested in running, get in touch with Nancy at the office to let her know. Elections will be in November and results at the December Board meeting.

Orange Bollards and Barricades Downtown – Bob

Nancy put some pictures up on the screen of the bollards and signs and Bob explained it's getting out of control, ugly and unnecessary as well as un-welcoming. Nora reported that Engineering and Parking will do an assessment and she agrees that more enforcement is necessary, but you can't have a cop at every corner. She agrees they're unsightly and off-putting to customers. Ray said there must be standards and practices other than the ugly construction zone like orange bollards and such; maybe something more attractive would be better. The placement of these bollards in such an aggressive manner do not work and in fact force people to park right in the middle of the crosswalk as shown in one picture. Ray said we need police walking downtown to ticket people who are parking illegally and not litter it with the ugly orange bollards. Bob added that people are now just double parking because of the bollards and making more dangerous conditions. Tony added that people don't care and will park where they want and they need to be ticketed for their unsafe behavior. Board members exchanged many stories of behavior of drivers parking illegally and all agreed to please have the city include a shift on a daily basis for a walking or bike cop to enforce? It's good community policing too.

Bylaws – Ray

Ray reported that Executive Committee has been working on the Bylaws for the last couple months. They wanted to make the bylaws better formatted and bring them up to make them more current. Structure of the committees, better language and more specificity of board member conduct. A red-lined version was sent to the full board and we don't have to vote on it today, but everyone can look at it over the next month and bring their comments back at the next meeting to discuss. Tony asked what happened to the statement of purpose; Karen explained that it's still there in the beginning but just reworded to be more general because it was too specific before. Lisa asked about the voting process and how someone is removed from the Board, which Bob said was already in there; she said she would email the office a list of questions since we weren't voting on this now. Tony thanked

the Executive Committee for their time in working on this. Bob explained that 80% of the work was to reformat the bylaws and less about substance changed. Nora thanked them for their work because doing bylaws is a pain to do. Ray said the committee looked at many other downtowns' bylaws and they realized that they were much easier to read, and Bob added that Claire ensured that the punctuation was correct. Tony suggested the specific Board seats be more represented on the budget committee; everyone agreed that made sense. Karen asked members to submit anything in writing that they suggest for the bylaws.

Event Updates – Amanda Lynn

Amanda reported that Arts + Cars was last weekend; it was amazing and turned out to be a beautiful day, the vendors were happy, there were thousands of people there; we had some really great sponsors again. There were a lot of people in town and she hopes people can see what months of work looks like. Street Sounds is continuing for Sept – Oct on Friday nights only; people are loving it. Another Sunday Funday coming up is the Apple Pie Contest, the berry pie contest drew a dozen pies so hopefully the apple pie will be just as good. This year Trick or Treat will be on Monday, which is actually Halloween from 2:30 – 4. Tony commented that the city's parade is on Saturday of Halloween weekend, but he said there's some confusion among merchants who think they look cheap because a lot of the kids come back into town after the parade and go trick or treating but the merchants don't have candy. Bob commented that the Board voted in the past not to have trick or treating on a Saturday because it's a busy day for merchants and the trick or treating is disruptive. Amanda asked the Board about the horse & carriage rides, which this year could be 5 Saturdays because Saturday is Christmas Eve. The Board discussed whether or not to have it on Christmas Eve. Tony noted that the churches are busy and start in the afternoon and may not be coming downtown to ride horse & carriage rides. Board discussed whether to have the rides earlier on Christmas Eve, but the decision was that people are too busy on Christmas Eve with church and parties and don't take the time to bring the kids for these rides. The decision was to not do the holiday events on Christmas Eve, just through the Saturday before. Nora mentioned that she will be at the Farmers Market for Meet the Mayor of a couple of hours on Sunday and the P.A.L. will be outside the market raising money for a Summit police officer who needs a kidney transplant. Claire mentioned that she is on the Board of Sage Eldercare and they are having a friend-raiser (and fundraiser) at the Elks on Oct 27th and she's inviting everyone to come. Tony mentioned that Arts + Cars was a great event but he noticed that traffic was really bad on that Sunday; Amanda noted that of course for a large event like this with thousands of people coming downtown traffic would be congested because so many people are coming for the event and the farmers market and that's a good problem. Tony noted that he thought it was a safety issue, Bob and Nora countered that the Farmers Market was also really busy on Sunday and people are finding parking. Tony said the parklets and streateries are part of the problem, there was discussion about trying to find a balance and it's always a challenge but people do find parking when they come to downtown even when it's hard if there's a good reason to come there.

Staff Updates – Nancy, Amanda

Staff reported that Amanda will be out for medical leave and once she is well enough will work from home for a couple of weeks until she can make the daily commute. Working from home works well so they're not worried about getting the work of the organization done. Nancy explained that their part-time marketing admin has taken a full time position and so they've hired a new person Graham Colligan.

COMMITTEE/PROJECT REPORTS

DCS/SDI Updates – Tony, Nancy

Nancy reported that she spoke with Aaron Schragger to get updates because they couldn't meet for the regular meeting this month. He reported that there is a parttime person from DPW who will be weeding the tree wells. She reported that Danny O'Sullivan and Aaron at Caps Committee would like SDI's Board to give input on opening Maple Street earlier than November 30th, like October 31st instead. The Board agreed and Nancy will let Aaron know that they can open Maple St to vehicular traffic at October's end. Karen noted that the sewers are not flowing freely; Tony usually starts the report with that the sewers are flowing freely. Karen reported that there was a major backup and after two cleanings ended up in Karen's basement and a lot of it was grease. Claire asked if the city can please take care of the alley between Summit Ave and Beechwood, which has been an eyesore of potholes and litter for years. Nora spoke about the capital projects being cut because of budgetary concerns. Nancy suggested maybe it could be tagged on to another road program project since it's likely only a \$50k project to repair/repave the alley. SDI had brought this up a few years ago and it was going to be done, but a former Councilman was against spending on it and so it didn't get done. Tony agreed it is in really bad condition and hopes the city will undertake it.

Design Committee Updates – Claire

No report.

Summit Public Arts – Leslie reported that the September 17th SPA Gala was really nice event and raised money for SPA. Leslie reported that Summit's becoming an arts destination and the public art is really putting Summit on the map and being recognized all over. The art selection committee is looking for new artists so to contact them if you know anyone. She asked if anything has come of the painting the crosswalks; Nancy responded no but that SPA did get a grant from the county for \$5000 that we were going to work on something for parklets or streateries or promenade to fund with that money. The fountain art installation is beautiful especially when the fountain is on, which is not right now. Amanda reported that Aaron said there was a broken pump that is being replaced so it will be on for a short time until it's turned off for the winter. Leslie thanked SDI for its contribution to the fountain art installation project.

Common Council Updates – Nora reported about Broad St West project and that council is choosing from 19 applications from volunteers in the community with expertise in financing to work on the project. Right now, the city is reducing the size and scope of the project, no office building, shorter, fewer apartments, all affordable units onsite. This coming Thursday, there will be a presentation of what they will do step by step to engage and educate the public better going forward and what the city's obligation with regard to affordable housing. Firehouse is moving along, a couple weeks behind maybe because of supply chain, but it's moving along well. Tony asked about the trucks coming out on Broad St; Nora responded that the design has trucks going in and out of the garage with a rear and front door so they won't have to back the trucks in from Broad St, which will be much better. The firehouse will be greener and will be radiant heat instead. Karen asked if the city could look at the intersection at Union Place and Summit Ave. She said that it was previously studied but doesn't warrant a four-way wouldn't work, and it's a county road and so the county would have to decide whether or not to signalize it. It's a tough intersection because it's offset, not square.

New Business – None.

Public Input - Bruce Theuerkauf spoke about the closure of Maple St. He says he thinks the closure is a hazard and the barricades are ugly. He noted that in Madison, the barricades are all white and if you're going to have a barricade at least make them all white because it looks so much better; visit other towns to see what they are doing. The closure has made it more difficult to get around and are double parking. Summit should not be closing down streets, and we were short 300-500 spaces and now we're closing the streets and making it more difficult by taking parking spaces away and we should have some common sense and put things back to the way they were. Trucks are parking wherever they want to unload and making another mess.

The meeting was adjourned at 9:15am.

The next BOT meeting is at 8AM October 26, at City Hall.