



**BOARD OF TRUSTEES MEETING
TUESDAY, JANUARY 23, 2024
4:00 – 5:30 PM
AT
INTERNATIONAL PEACE MUSEUM
10 N. LUDLOW STREET, SUITE 100**

A meeting of the Downtown Dayton Partnership (DDP) Board of Trustees was held on Tuesday, January 23, 2024, at 4:00 p.m. at the International Peace Museum, 10 N. Ludlow Street, Suite 100. Co-Chairs Mayor Jeffrey J. Mims, Jr., and Mr. Dan McCabe presided.

Board of Trustees members in attendance were Mr. Edward Bentley, Mr. John Buscemi, Ms. Lainie Dean, Ms. Shelley Dickstein, Mr. Jeff Hoagland, Ms. Lisa Japs, Ms. Helen Jones-Kelley, Mr. Chris Kershner, Mr. Larry Klaben, Montgomery County Commissioner Debbie Lieberman, Ms. Julie Liss-Katz, Mr. Brian Martin, Ms. Emily Mendenhall, Ms. Pam Plageman, Ms. Marya Rutherford-Long, Mr. Bob Ruzinsky, Mr. Greg Scott, Dayton City Commissioner Chris Shaw, Mr. Ty Sutton, Mr. David Taylor, Mr. Jeffrey Trzeciak, Ms. Lisa Wagner, Mr. Sam Warwar, and Mr. Jason Woodard. All other Board of Trustees members were absent and excused. Also in attendance was Ms. Cheri Kaman, representing Stratacache Tower in the absence of DDP board member Mr. Kevin McGree, and Mr. Kevin Kelly, International Peace Museum.

Downtown Dayton Partnership staff members in attendance were Ms. Katie Meyer, Ms. Bonnie Brabston, Mr. Mike Colvin, Mr. Chris Lewis, Ms. Elizabeth Mills, Ms. Tracey Obenour, Ms. Lynn Robertson, Ms. Jessica Sands, and Ms. Colleen Turner.

Welcome/Approval of Minutes

Mayor Mims opened the meeting at 4:00 p.m. and welcomed everyone to the first meeting of the year. Introductions of new board members were made and roll-call was taken. Mr. Mims requested a motion to approve the October 24, 2023, meeting minutes. The motion to approve the minutes was made by Mr. Bob Ruzinsky and seconded by Mr. Chris Shaw. The motion passed.

International Peace Museum

Mr. Kevin Kelly welcomed everyone to the International Peace Museum. He said the museum was located on Monument Avenue for 18 years and has been located in its current office for two years. International Peace Museum is the only museum of its kind in the United States. Mr. Kelly pointed to all the different large exhibits, such as Gandhi, and Dr. Martin Luther King. The museum also has a rotating gallery used for smaller exhibits. Most of the museum curriculum is centered around classes for area middle school – high school students, such as a class called Peace 101. Peace 101 is an educational program that serves local organizations, and students. The goal of the Museum's new Peace 101 and its subsequent classes is to offer instruction in peace education and mindfulness, expressive art mediums, and other curricula models in a calm atmosphere, inviting students to decompress emotionally. Grants are available that allow students to come to the museum and take classes for free. The courses are designed to meet Ohio's K-12 social and Emotional Learning Standards. Mr. Kelly also announced that members of the Gandhi family and Dr. Martin Luther King family will be spending time at the Peace Museum to participate in the event called the Season for Nonviolence movement, scheduled to occur on January 30. The purpose of the event is to promote and spread the principles of nonviolence, creating a more inclusive, understanding, and compassionate society ultimately helping to bridge the social divide in communities here at home and across America. Mr. Kelly invited all to attend the event

Introduction of Operations Manager, Downtown Dayton Ambassador Program

Ms. Katie Meyer introduced Ms. Sam Dean, the new Operations Manager for the Downtown Dayton Ambassador Program. Ms. Meyer commented that the DDP invests a large amount of its budget in the Downtown Dayton Ambassador Program. Ms. Meyer said she can see how Sam has already professionalized the relationship between the DDP and the downtown ambassadors and between the downtown ambassadors and the community partners. The ambassadors are always on hand to help solve problems and work strategically with our downtown businesses. Ms. Meyer also reported that the ambassador has collected over 20,000 gallons of trash, and completed 120 graffiti removals. Ms. Meyer thanked Ms. Dean for a job well done.

Board of Trustees Nomination Report

- **Approval of Nominating Committee Report**

Ms. Meyer introduced Mr. Dan Meixner who presented the 2024 DDP Board of Trustees Nomination Report, which included board members with expiring terms, newly nominated board members, and officers. Mr. Meixner thanked the members of the Nominating Committee for their efforts. Mr. Meixner reported that the Nominating Committee is recommending the renewal of terms of many members.

Mr. Meixner also thanked the following board members who are leaving the board:

- Ms. Carly Cox – JJR Solutions, LLC
- Juanita Michelle Darden – Third Perk Coffeehouse & Wine Bar
- Ty Sutton – Dayton Live

- **Introduction of New Board Members**

Mr. Meixner introduced the new board member who will begin a new two-year term:

- Ms. Lisa Japs - Dayton Live (replacing Mr. Ty Sutton)

Mr. Meixner entertained a motion to invite new board, Lisa Japs to serve a two-year term starting in 2024. The motion was made by Montgomery Commissioner, Debbie Lieberman, and seconded by Ms. Julie Liss-Katz. The motion passed unanimously.

Mr. Meixner said that in the board packets is a list of board members whose terms expire on January 31, 2024, but who are interested in serving another term. Mr. Meixner entertained a motion to invite these people to serve another two year-term starting February 1, 2024. Mayor Mims made the motion. Chris Kershner seconded, and the motion passed unanimously.

Mr. Meixner reported there is a slate of officers to present. He asked if any candidates in the room would like to submit their names for one of the officer positions, and to please speak up. Mr. Meixner entertained a motion to accept the nominees for officers for 2024. The officers for 2024 are:

- Dan Meixner and Mayor Jeffrey Mims, Co-Chairs
- Jason Woodard, Vice Chair
- Ed Bentley, Treasurer
- Sam Warwar, Secretary

City Commissioner, Chris Shaw motioned to approve. Ms. Shelley Dickstein seconded the motion. The motion passed unanimously.

Conflict of Interest Form

Mr. Meixner asked that everyone please review and sign the Conflict of Interest Form that is included in the board packets.

2024 Budget

Mr. Edward Bentley presented the proposed 2024 budget. He explained that the proposed budget's total expenses are \$2,405,150 which are allocated by Special Improvement District (SID) Services Plan areas. He reported that the 2024 budget is conservative, and both revenue and expenditures remain constant and are in line with previous years. Mr. Bentley outlined those items in the budget that reflect significant changes from the 2023 budget.

Mr. Bentley reported that the DDP is estimating about \$1,640,000, which includes delinquent taxes. \$75,000 for the Courthouse Square project is revenue and expense, which is a grant. On the expense side, the DDP is projecting full employment of staff at \$1,100,000. For operating expenses, the DDP anticipates a grant of \$20,000-\$30,000. All of the other items fall in line with the budget. The budget comes in at spending \$50,000 more than budgeted. Looking at the five-year plan, \$50,000 is less than the spend-down.

Mr. Bentley said the best efforts have been made in projecting revenues, and the expenses have been reasonably identified. After some discussion, Mr. Meixner asked for a motion to approve the 2024 Draft Budget. The motion to approve the 2024 Budget was made by Mr. John Buscemi and seconded by Mr. Brian Martin. The motion passed unanimously.

DDP Staff Updates/Work Plan

Downtown Plan

Ms. Katie Meyer gave an outlined update on the Work Plan. She reported the following 2024 DDP priorities, which include:

Manage organizational change under new leadership

- Continue to plan for downtown's future, including an update to the Greater Downtown Dayton Plan
- Begin the SID renewal process, including development of the SID Services Plan, marketing strategies, and petition process
- Develop and implement strategies to address downtown safety, incivility, and other environmental issues
- Develop placemaking strategies to enliven downtown streets, with a focus on the future of Courthouse Square
- Support downtown's first floor/small businesses in their continued recovery
- Support downtown's office market as it addresses new work trends, including potential redevelopment of spaces for other uses
- Continue to support large mixed-use development and housing projects
- Incorporate strategies that help address diversity, equity and inclusion issues in our downtown

Ms. Meyer reported on the 5-year phases of the Downtown Plan which include:

- Phase 1: Refresh Organization, Mission, Vision, Values
- Phase 2: Develop structure of plan verticals and evaluate professional service needs
- Phase 3: Align all current downtown development goals & strategies
- Phase 4: Engage community on prioritization
- Phase 5: Finalize plan with detailed strategies, including leadership execution & measurement

Economic Development

Ms. Meyer introduced Mr. Chris Lewis, DDP Economic and Development Manager who gave an outlined update. He reported:

Site Seekers 2023

- 49 Site Seekers
- 118 property submissions
- 84 site tours
- 12 leases

2024 Investments

- \$200 million
- 502 market-rate apartments
- 212 hotel rooms

Acquisitions

- 205 E. First Street
- 741 E. Monument
- 10 W. Second Street
- 110 N. Main Street
- 371 W. First Street
- 28 W. Fifth Street

Courthouse Square Revitalization Project

Ms. Katie Meyer gave an update. She reported the following that is planned for Courthouse Square, which includes:

- Colorful awning, branding, public art
- Storage when closed
- Café lights
- Signage/wayfinding
- Movable furniture
- Landscaping enhancements.

- Flex Container – Multi-use, such as:
 - Pop-up retail/refreshments
 - Co-working
 - Non-profit/arts community
 - Outreach/activities
 - Brand takeovers
 - Games
 - Classes including fitness, dancing, arts, etc.

Ms. Meyer also reported that the targeted launch of the project is slated Spring 2024. Ms. Meyer shared the long term plan for the Courthouse Square Project. She reported:

- RFPs were sent in December 2023
- 11 firms have indicated their intent to submit a proposal
- Proposal Deadline is Friday, February, 2024
- The goal is to select a firm by the end of First Quarter

Downtown Residents Organization

Ms. Meyer introduced Ms. Elizabeth Mills, DDP Community Engagement Manager, who reported on the Downtown Residents Organization. She reported that the objective of the program is to build community among downtown residents for the purposes of supporting residential growth downtown, creating a space for residential perspective and dialogue, and engaging residents in the planning and implementation of downtown enhancements. She also reported that the DDP has completed a Best Practice Review. Plans are to create and convene a Resident Focus Group to inform key decisions, kick-off an event for all qualified residents, and continue with the ongoing DDP staff support.

Organizational Updates:

Ms. Katie Meyer gave the following organizational updates that are occurring:

- Form a SID Renewal Committee
- Office Move
- Open Positions
- PEO Services/Payroll Processing change
- DDP Logo Refresh
- Updated Employee Handbook

Mr. Dan Meixner thanked all for coming. With no further business to discuss, Mr. Meixner asked for a motion to adjourn the meeting. Mr. Bob Ruzinsky motioned to adjourn, and Mr. Chris Kershner seconded. The motion passed unanimously. The DDP Board of Trustees meeting adjourned at 5:05 p.m.