



**DOWNTOWN ITHACA
LOCAL DEVELOPMENT CORPORATION
Board Meeting NOTES
February 15, 2022**

Board Member	Organization	Present
Jennifer Tavares	Tompkins Chamber of Commerce	Yes
Gary Ferguson	Downtown Ithaca Alliance	Yes
Tom Knipe	City of Ithaca	Yes
Peggy Coleman	Ithaca Tompkins County CVB	Yes
Cathy Hart	Ithaca Marriott Downtown	Yes
Teri Tarshus	Baywood Hotels	Yes
Kelli Cartmill	Hilton Garden Inn	Yes
Greg Conard	Hotel Ithaca	Yes
Guests		
Sara Hayes	Hayes Strategy	Yes
Lisa Conarton	Ithaca Tompkins County CVB	Yes

CALL TO ORDER

- President Jennifer Tavares called the meeting to order at 10:06 AM.

APPROVAL OF JANUARY 2022 MINUTES

- Motion to approve by Cathy Hart pending the addition of attendance list, seconded by Tom Knipe, passed unanimously

MORTGAGE RECORDING TAX

- Tom reported that City council unanimously approved allocation the majority of MRT funds to the Conference Center project, with the remaining allocated to snow removal

2021 ROOM TAX REPORT

- All properties are now registered with the controller and the city has received Q4 payments from everyone
- A budget surplus was reported for 2021 collectively from the city and county

LDC EXECUTIVE DIRECTOR

- There are currently 10 applicants
- The position will remain open until filled; application review will begin next week.

AUDIT PROPOSALS

- Request for proposals were sent out last week with a deadline for submission of 2/22/22
- The LDC Executive Committee will meet to review proposals and make a recommendation back to the Full Board for a decision

HOTEL GROUP PAYMENTS/CHAMBER FOUNDATION

- Reports given on 2021 payments and 2022 projections
- Capital project payments will be made from Foundation to LDC; reserve fund accumulation will begin with next round of payments

ESD PUBLIC HEARING

- 2/15/22 from 2:00 PM – 4:00 PM; LDC Board members Gary, Peggy, and Jennifer will attend.

ASM GLOBAL

- LDC and ASM have fully executed contract
- Craig Liston from ASM Global visited Ithaca last week and attended a Zoom meeting with Doug Bradley from Savor and the LDC Board

SPONSORSHIP UPDATES

- Nothing to report

MARKETING COMMITTEE

- Conference Center project progress now requires formulation of marketing committee
- Cathy Hart volunteered to be on committee with Lisa Conarton and Peggy Coleman
 - Cathy also updated that the construction camera will be here next week from Marriott

UPDATES FROM SARA HAYES

- **Electrification**
 - B&W proposal is approved and ready for signature
- **Retail Space**
 - Sara has scheduled a kick-off design meeting with ASM Global, Cini Little, and B&W
- **AV Proposals**
 - Sent to 3 preferred vendors based on ASM Global's requests
 - Two bids received
- **Proposals for Telecommunications Consulting Services / Network Systems Coordination**
 - Sent to multiple vendors, one qualified bid received
 - WAP, security cams, POS, AV, office equipment, digital signage, etc. all need to fit into a dedicated, temperature-controlled IT room and coordinate as one whole system
 - Recommending two WAP systems - one for conference center and one for residential
 - A motion by Peggy Coleman to approve the proposal from Computer Room for this service seconded by Gary Ferguson, passed unanimously
- **Signage**
 - The group can expect and updated proposal and slide deck in advance of our next meeting with Vecino

MEETING ADJOURNED

- Peggy Coleman motioned to adjourn at 11:27am. Seconded by Greg Conard; Ayes All.