



## Board Meeting Notes

May 17, 2022 | 8AM

---

**Present:** Tiffany Saltis, Eddie Ryan, Shannon Poole, Tammy Landon, Jen Usher, Rebecca Langer, Jessi Travers-Moulton, Janelle Howard, Tiffany Walker, Michael Talbott

**Absent:** Katye Munger, Brian Budrow

Meeting called to order at **8:03am**.

### **Approval of the June board meeting minutes:**

- Motion:
- Second:

### **Review of the June Treasurer's reports:**

- We did not have a report

### **Committee Reports**

#### **Streetscape:** Tiffany

- Center Street Parklets were deployed. We received support from the Park department which made the process easier and much faster. Additionally, this year we've updated the Memorandum of Understanding to include more clauses to address more scenarios including misuse of the parklet, businesses sharing parklet spaces, etc
- Green Up Day brought folks downtown to clean sidewalks and green spaces
- New trash can inserts promoting the Downtown Rutland murals have been printed and are ready to be distributed
- Contact has been made to Jamaica Gardens and Lafaso electric with a date selected to hang flower baskets

#### **Marketing:** Tiffany (Katye was absent)

- The Summer Guide spread has been updated for summer 2022 and the calendar of events will feature DRP events
- Working with Guilford Welcome Center to display a Downtown Rutland display in a summer month

- An updated spread was submitted for the Rutland Magazine
- Discussed a potential collaboration with opinion leader, Rocket in Vermont/Eat Vermont - an account with an audience over 10,000

**Events:** Tiffany

- The Annual DRP Meeting date will be June 23, 2022 from 5-7PM at Roots the Restaurant. Previously this event has been during the morning. Moving it to the evening will hopefully garner more public interest and participation
- We've begun to advertise for Friday Night Live, receive sponsor and vendor applications/interest. Restrooms have been reserved
- Tiffany is continuing to work with CEDRR on the Parade of Heroes and Whoopie Pie Festival Saturday, August 27th
- Event sponsorship packages are being sent out to potential sponsors

**Business Development:** Tiffany

- Three businesses have expressed interest in applying for grant funding: Jupiter Rising, Taso on Center, and Trapdoor Clothing.
  - Tiffany sent each business grant information and the application, though it was unclear if a business who has received a previous DRP grant can be approved for another in a different fiscal year. The three businesses have previously applied for funding. It was determined that each application is determined by a case-by-case scenario with the scope and size of the project in mind, total financial investment, and number of grant applications received.
  - Contact information was requested for Masala Corner so Tiffany could reach out and check on progress/needs of the restaurant
  - The DRP received a call from someone interested in opening a movie theater in the Brixmor location. Tiffany connected the individual with pertinent Brixmor contact information

**Executive Director Update:** Tiffany

- The ED has largely been working on the '22-'23 Work Plan and '22-'23 Budget with support from Eddie.
- The organization's taxes have been submitted, expiring policies have been renewed.

**New Business**

- 

**Old Business:**

- 

**Liaison updates**

- Board of Aldermen
  - City is still looking to establish a TIFF district
    - i. Setting up a meeting with Dominic Cloud to visit from St Albans
    - ii. We need more viable projects to be considered for a TIFF district
  - Interest in Park Mobile App
    - i. No upfront cost
    - ii. Folks pay through an app
  - Parking tickets
    - i. Parking tickets are too low compared to comparative locations
    - ii. City loses money on tickets
    - iii. Parking meters are old. Replacement parts must be found on eBay, where meters must be purchased and repurposed for parts
  - Working with Public Works on installing Rapid flashing beacons on West St.
  - Eyeing a universal IT service provider for all city departments.
    - i. Currently, they are not coordinated
    - ii. Some departments without proper IT infrastructure
  - Approved a city wide traffic study
  - BOA approved a Cannabis Control Group
  - Wonderfeet seeking financial assistance
  - Discussed recall procedure for elected officials

**The meeting adjourned at 8:42am.**

---

**Next meeting:** June 21st, 2022, at 8am