

Medical SSMID Commission Meeting Minutes

December 4, 2013

8:00 a.m. – 9:30 a.m.

PCI Medical Pavilion

Present: John Albert, Tim Charles, Gordon Epping, Michelle Jensen, Kathy McCauley, Julie Sterling, Mike Sundall, Julianne Thomas, Ted Townsend, Phil Wasta, and Marcie Watson

Absent: Richard Cooley and Mary Meisterling

Steering Committee/Guests: Tim Chwirka, Mike Easley, Scott Freres, Sarah Gephart, Annie Obrecht, Richard Pankey, Pat Shey, and Jason Willis

Economic Alliance Staff: Sarika Bhakta, Doug Neumann, and Nicole Reck

Welcome & Introductions

Townsend called the meeting to order at 8:05 a.m.

Consent Agenda

Thomas moved approval of the Consent Agenda, seconded by Watson, the Commission unanimously approved.

Committee Updates, Next Steps, and Timeline

Branding/Marketing

Dr. Thomas noted website launch is behind schedule but on budget for the project; Informatics wanted to launch without some of the independent providers onboard and the Commission agreed that a go-live deadline date should be set as the website will be continually evolving. The project is near 75% completion for launch; the Commission chose January 15, 2014 as the launch date. A further update will be provided at the January meeting.

Bhakta reported that the banner project RFP was sent to the City, but an attachment identifying the quantity and location of the banners need to be submitted along with the RFP. However, this may cause a delay as Cooley previously spoke with Meisterling regarding poles slated for removal in 2014 due to underground initiative that Alliant is undertaking. Hence it would be wise to wait until this is complete. The poles on 10th St are likely to remain aboveground as they are the SSMIDs.

District Services

Neumann noted he, Bhakta, and Cooley met to discuss a draft maintenance agreement between the Medical SSMID and the Economic Alliance. Cooley planned to review this and then share with his committee for further discussion and review prior to making a Committee recommendation with the Commission. Townsend asked about ensuring that services such as snow removal are pushed through even though the maintenance agree is still being reviewed due to the timing; Neumann noted it will be general patrol of the entire District for all services. One suggestion was to not duplicate efforts such as security as the service is already provided in some areas of the District. Neumann emphasized that this follow-up snow removal is an enhanced service and does not replace any services of the City or of the private property owner and that the EA will go through the District within 48 hours of the end of a snow event and after primary snow removal service has been completed to improve spot areas that may have drifted in, iced over or been neglected. Additionally, the Economic Alliance will provide follow-up snow removal services for

\$50/hr using equipment, brushes and blades that won't damage streetscape elements. Salt/sand will be provided at the actual rate it is purchased by the Economic Alliance from the City of Cedar Rapids (currently 4-cents per pound). Discussion ensued about the District's snow removal and safety concerns, especially intersections and sidewalks. Neumann ensured that communication will be detailed noting priorities, locations, dates, etc. so the Commission understands the value of enhanced snow removal.

Charles moved approval of the Economic Alliance to provide snow removal service as outlined in the draft services agreement as presented by Neumann at the meeting due to timeliness, providing detail to the Commission regarding services provided. Thomas seconded, the Commission unanimously approved.

Adjourn

The meeting adjourned at 8:27 a.m. Master Development Plan Steering Committee meeting with The Lakota Group followed.