

**MINUTES OF THE MEETING  
OF THE BOARD OF DIRECTORS  
OF  
PUBLIC REALM IMPROVEMENT FUND GOVERNING GROUP, INC.**  
*November 20, 2017*

The meeting of the Directors of the East Midtown Public Realm Improvement Fund Governing Group was held at 12:30pm on November 20, 2017 at Spector Hall, 22 Reade Street, New York, NY 10007.

Public notice of this meeting was given and posted in accordance with the Open Meetings Law.

The meeting was chaired by Council Member Garodnick on behalf of Deputy Mayor Alicia Glen. The following Directors and Alternate Directors were present:

- Hon. Gale Brewer, Manhattan Borough President
- Hon. Dan Garodnick, Council Member for District 4
- Keith Powers, Designee of the Speaker of the Council
- Vikki Barbero, Chairperson and Designee of Manhattan Community Board Five
- Terrence O’Neal, Member and Designee of Manhattan Community Board Six
- Susan Chin, Executive Director of the Design Trust for Public Space
- Caitlin Lewis, Alternate Director for Deputy Mayor of Housing and Economic Development
- Bob Tuttle, Alternate Director for the Director of the Department of City Planning
- Ed Pincar, Alternate Director of the Department of Transportation
- Nicholas Molinari, Alternate Director for the Commissioner of the Department of Parks and Recreation
- Michael DeLoach, Alternate Director for the Commissioner of the Department of Environmental Protection
- Lizette Christoff, Alternate Director for the Director of the Office of Management and Budget

The Meeting of Directors was opened, a quorum being present.

1. **Adoption of Meeting Minutes:** It was announced that adoption of the meeting minutes from the Inaugural Meeting of Initial Directors, Members and Directors, held on October 24, 2017, was in order. It was noted that the list of Members acting by proxy at that meeting was added to the meeting minutes to be approved. No questions were posed. Upon a motion made and unanimously carried, the meeting minutes, modified as noted above, were adopted.
2. **Adoption of Corporate Policies:** It was announced that adoption of the corporate policies of the Governing Group were in order. There were no questions or comments. Upon a motion made and unanimously carried, the corporate policies of the Governing Group were adopted.

3. **Appointment of the Contracting Officer:** It was announced that elections were in order to appoint a Contracting Officer of the Governing Group. It was recommended that the Governing Group's Chairperson be appointed for this position. The attending representative from the Law Department advised that, while it is unlikely that the Governing Group will have financial assets, it is good practice to have a Contracting Officer appointed to handle any unforeseen contracting matters and is a requirement of law. Upon a motion made and unanimously carried, a resolution was adopted to elect the Chairperson, Deputy Mayor Alicia Glen as Contracting Officer.
4. **Adoption of Policy on Loans to Officers and Directors:** It was announced that adoption of the Policy on Loans to Officers and Directors was in order. There were no questions or comments. Upon a motion made and unanimously carried, the Policy was adopted.
5. **Adoption of Policies on Banking Matters:** It was announced that adoption of Policies on Banking Matters was in order. The attending representative from the Law Department advised that, while it is unlikely that the Governing Group will have financial assets, it is good corporate practice to have these policies in place and is a requirement of law. Upon a motion made and unanimously carried, the Policies were adopted.
6. **DOT Presentation on Concept Plan Projects:** It was announced that DOT would present on each of the projects in the Concept Plan that had been adopted at the inaugural Meeting, followed by a question and answer period for the Directors/Alternate Directors, an opportunity for public comment, and finally an opportunity for the Directors/Alternate Directors to vote on projects for which they wanted a more in-depth cost analysis and feasibility study.

In answer to a question from Mr. Powers, the Hon. Mr. Garodnick explained that the Governing Group did not have a minimum or maximum number of projects from the Concept Plan that it had to select for further analysis.

In answer to a question from the Hon. Ms. Brewer, the Hon. Mr. Garodnick and Ms. Lewis clarified that the Governing Group currently has \$38 million at its disposal.

Ms. Barbero and Mr. O'Neal conveyed concerns about voting to prioritize projects for more in-depth cost analysis and feasibility study without having further input from their community board members.

Emily Weidenhof, DOT Director of Public Space, presented (1) an overview of the project types and their locations within the Concept Plan, (2) examples of the thoroughfare improvement, shared street, and pedestrian plaza project types, (3) estimated costs and feasibility, and (4) a description of the early action projects that were committed to during the 2017 rezoning of Greater East Midtown.

In response to a variety of questions, Ms. Weidenhof explained that thoroughfare improvements can reduce on-street parking, most notably at the corners of intersections where they provide safety benefits for pedestrians and allow street furniture to be

consolidated. Ms. Weidenhof also explained that shared streets remain open to vehicle traffic, can allow for on street parking, are plowed like traditional streets in the winter, and are traditionally managed by a maintenance partner like the pedestrian plaza model.

In answer to a question from the Hon. Ms. Brewer, Ms. Weidenhof clarified that Pershing Square West was funded by DOT and is near completion. In answer to a question from Mr. O’Neal, Ms. Weidenhof clarified that the Pershing Square East project was an early action that was not to be funded with the \$38 million and that included designation of the space as a pedestrian plaza and a refresh of the area with interim materials (i.e. paint markings and gravel).

The Hon. Ms. Brewer stated that she believed DOT should fund all improvements that provided seating for the public.

In answer to a question from Mr. O’Neal, Ms. Weidenhof and Mr. Tuttle clarified that the early action items are estimated to cost \$12 million and that those funds were allotted by the City as part of a commitment made during the 2017 rezoning of Greater East Midtown. It was further explained that the early action items would go through the normal DOT public input process that involves community boards and area stakeholders. The Hon. Mr. Garodnick explained that the early action items were vigorously requested of the City during the 2017 rezoning of Greater East Midtown.

In answer to a question from Ms. Barbero, the Hon. Mr. Garodnick and Ms. Lewis explained that if concerns existed about the early action items, the Governing Group could choose not to use its funds to finance the capital expenditure necessary to make the interim projects permanent. Mr. Pincar further explained that the implementation of projects with interim materials is standard DOT practice and allows for community input to be incorporated into the permanent design.

In answers to questions from the Hon. Ms. Brewer and Ms. Chin, Ms. Weidenhof explained that DOT will work with its BID partners to incorporate future improvements into the existing pedestrian realm improvements so that the area has a coherent feel.

In answer to a question from the Hon. Mr. Garodnick, Ms. Weidenhof explained that after a Governing Group vote to receive a more in-depth cost estimate and feasibility analysis for a project, it would require one to two months for city agencies to conduct the work. A traffic analysis was already completed during the 2017 rezoning of Greater East Midtown.

Ms. Lewis explained a newly solidified requirement for security infrastructure, such as bollards, for projects in the Concept Plan and provided cost estimates. In answer to a question from Ms. Barbero, Ms. Weidenhof explained that bollards would be used to protect areas within a shared street where pedestrians congregated or that were in high utilization for pedestrian circulation. In answer to questions from the Hon. Ms. Brewer and Ms. Chin, Ms. Lewis and Ms. Weidenhof explained that DOT and NYPD are working together to determine bollard guidelines that produce safe and aesthetically pleasing results.

The Directors/Alternate Directors discussed which projects from the Concept Plan should be prioritized for further study. This discussion included comments from the public including Clayton Smith, Manhattan Community Board 5 Board Member; Fred Cerullo, Grand Central Partnership BID; Tara Kelly, Municipal Arts Society; and Jesús Pérez, Manhattan Community District 6 District Manager.

The Hon. Mr. Garodnick proposed prioritizing five projects, listed here in no particular order, for further study: (1) thoroughfare improvements on East 53rd Street between Third and Fifth avenues; (2) Lexington Avenue thoroughfare improvements between 41st and 57th streets; (3) the Vanderbilt Avenue shared street; (4) the East 44th Street shared street; and (5) the Pershing Square East pedestrian plaza. It was further agreed that city agencies would present a refresher about the Greater East Midtown rezoning and the Concept Plan to Community Boards Five and Six to enable them to prioritize projects before the next meeting of the Governing Group.

7. **Adjournment:** There being no further business to come before the meeting, the meeting of the Board of Directors was adjourned at 2:14 p.m.