

**Minutes**  
Board of Directors Meeting  
Tuesday, November 23, 2021  
4:00 pm  
Mayor's Conference Room

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**Board Members Present:** Mayor Ben Walsh, Treasurer Brad O'Connor

**Staff Present:** Shannon Bausinger, Michael Collins, Eric Ennis, Meghan Ryan, Esq.

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**I. Call Meeting to Order**

Mayor Walsh called the meeting to order at 4:03 P.M.

**II. Roll Call**

Mayor Walsh noted all Board members were present, with the exception of Vice-Chair Helen Hudson, who was excused.

**III. Proof of Notice**

Mayor Walsh acknowledged notice of the meeting had been timely and properly provided.

**IV. Minutes**

Mayor Walsh asked for a motion to approve the minutes from the October 27, 2021 Board of Directors meeting. Mr. O'Connor made a motion to approve the minutes. Mayor Walsh seconded the motion. **THE MINUTES FROM THE OCTOBER 27, 2021 BOARD OF DIRECTORS MEETING WERE UNANIMOUSLY APPROVED BY ALL BOARD MEMBERS PRESENT.**

**V. New Business**

None

**VI. Items for Discussion**

**1. Method of Disposition of Parking Lot at 109 West Washington Street**

Mr. Ennis put together a draft Request for Proposal (RFP) for the Board to review and offer feedback on. He stated that the RFP calls out certain aspects of the property, dimensions, location. ReZone is something that should be contemplated. SURA would want to review plans,

a pro forma. Mayor Walsh noted that the draft RFP does not reference the significant restrictions on the parcel. Ms. Ryan advised that the restrictions are very important to include in the RFP since any prospective buyer would need to be aware that there are height restrictions that could affect future development. Ms. Ryan said she would provide the map and description of the restrictions to Mr. Ennis. Mr. O'Connor asked if SURA would be okay with a development plan for the lot that does not include parking. Mr. Collins advised that he spoke with Merike at the Downtown Committee and she mentioned also including Perseverance Park. Ms. Ryan advised that there is a restriction that also affects the Park. It has to remain a public space. Mr. O'Connor asked if there is a direction that SURA wants development to go. Mayor Walsh questioned whether a parking lot in the heart of Downtown is the highest and best use. Mr. Collins said that the RFP should be one that includes the restrictions and various options for development.

## **VII. Adjournment**

There being no further business to discuss, Mayor Walsh asked for a motion to adjourn the meeting. Mr. O'Connor made the motion. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION TO ADJOURN THE MEETING AT 4:19 P.M.**