



**Downtown Evanston Executive Committee
Meeting Minutes**

Thursday, August 13, 2026, 9:30AM
Creative Coworking, 922 Davis Street

Board Members Present:

Nathan Kostant, Golub (*Chair*)
Andrew McDonald, Rotary International (*Treasurer*)
Sarita Kamat, Artem Pop Up Gallery
John Rohrbach, Hilton Garden Inn
Paul Zalmezak, City of Evanston

Not Present:

Marty Cless, Core & Rind Hospitality (*Vice Chair*)
Gretchen Brauer, Wheel & Sprocket (*Secretary*)
Jim Nash, Farnsworth Hill

Staff: Andy Vick (Laura Brown was absent)

- I. Call to Order at 9:42AM (Nathan)
- II. Approval of July Minutes (Nathan)
 - a. **VOTE:** Andrew moved to approve; John seconded; board approved unanimously.
- III. Treasurer's Report (Andrew & Andy)
 - a. July Financials: Everything is within budget and on target with expenses.
 - b. 2026 SSA tax distributions are delayed at the County level, and DTE is currently "short" about \$80,000 in anticipated tax allocations. We hope to receive our full allocation by year's end, but the delays will negatively impact our interest revenue for the year.
 - c. Andy and Andrew have had a preliminary conversation about the 2027 budget, and a final draft will be presented to Exec for approve at our September meeting.
- IV. Executive Director update (Andy)
 - a. Clark Street Winter Activation: Andy is still waiting for estimates from several vendors to see if the project is financially feasible. We should know more in the coming weeks.

- b. Northwestern concert event: Downtown Summer Sounds will be adding an additional concert date on Wednesday, September 16. The event will be part of Wildcat Welcome Week for the 1,500-2,000 incoming freshmen and transfer students. Northwestern will be paying for the event, but DTE will be providing management oversight. This will be a great Town-Gown partnership that will benefit downtown businesses.
- c. Programming highlights
 - i. Downtown Summer Sounds canceled today due to rain, but overall, the concerts have been going very well, with strong attendance and positive feedback from the community.
 - ii. The first Cars & Coffee event in July was a great success, and very well received by the community. Hopefully, this Sunday's Cars & Coffee event will not get rained out.
- d. Future of maintenance/trash collection contract
 - i. The City and Northwestern will be setting up a meeting with DTE to discuss the future of CBA funding for trash collection and other downtown revitalization uses. Date TBD. Andrew will join Andy at the meeting to represent DTE.
 - ii. We need submit our budget to the City of Evanston in September, so we need to come to some agreement within the next month.

V. Director of Marketing update (Laura)

- a. In her absence, Andy shared that the Communications Dashboard numbers were up in July due to increased programming activity and higher advertising expenditures. This is consistent with our annual engagement metrics from previous years.

VI. Economic Development update (Paul)

- a. Paul mentioned the ongoing conversation about parking fees, as well as discussions about ways to support small businesses with some downtown infrastructure improvements proposed by current EDC chair, Clare Kelly.

VII. Other Business (Nathan)

- a. Whistleblower policy: **VOTE:** Nathan moved to approve; Andrew seconded; board unanimously approved the new Whistleblower policy.
- b. Andrew was thanked for his review and editing of the new policy document.

VIII. Open Discussion (All)

IX. Adjournment at 10:35AM (Nathan)

UPCOMING EVENTS

Evanston Cars & Coffee: Sunday, August 16, 9:30AM-Noon

Downtown Summer Sounds: Thursdays, 6-8PM

Thursday Night Market, September 3, 5-8PM

Next Exec Board meeting: Thursday, September 10, 9:30AM