

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
April 12, 2017
Meeting Minutes**

DSSD Board meeting took place at the DSSD Office, 938 Broad Street, Bridgeport, CT 06604.

In attendance:

Kim Morque, Main State Ventures
David Iassogna, Peoples United Bank
Philip Pires, Cohen & Wolf
Bob Schneider, Jimmy's Hip-Hop, LLC
Karolyn Egbert, Trefz Corporation
Phil Kuchma, Kuchma Corporation
Eric Gross, Green & Gross
Joel Green, Green & Gross
Danny Roach, City of Bridgeport

Jacob Robison, City of Bridgeport
Dean Mack, City of Bridgeport
Paul Antinozzi, Antinozzi Associates
Kathy Maher, Barnum Museum
Carin Cardone, Block-By-Block
Dennis Usky, DSSD/Block-By-Block
Michelle Margo, DSSD/Mkt. Consult.
Michael Moore, DSSD

I. CALL TO ORDER

Chairman Morque called the meeting to order at 4:02 P.M.

II. RECOGNITION OF GUESTS

Chairman Morque recognized the guests in attendance.

Commissioner Green attended to submit a letter of resignation from the Board and identified Attorney Eric Gross as the person to take his place on the DSSD Board of Commissioners.

III. APPROVAL OF MINUTES

[March 8, 2017 Monthly Meeting](#)

Upon a motion by Commissioner Kuchma, and a second by Commissioner Iassogna, the minutes from the March 8, 2017 Monthly Board meeting were approved unanimously. Commissioner Iassogna asked Mr. Moore to correct the minutes to properly reflect Commissioner Green's name.

IV. TREASURER REPORT

[February 2017 Financials](#)

Commissioner Pires stated that, on an accrual basis, revenues have exceeded expenses by approximately \$45,000 through the initial eight (8) months of the Fiscal Year. According to Commissioner Pires, the organization's ending cash balance is approximately \$283,000. Upon a motion by Commissioner Gross, and a second by Commissioner Kuchma, the February Financial statement was approved unanimously.

V. REPORT FROM CITY REPORT

Mr. Robison attended the Board meeting to provide a presentation regarding a proposed Bike Share Program and to gauge the DSSD Board's interest in serving as an active participant in the program. Mr. Robison's presentation was highlighted by the following points.

[Overview](#)

Bike share is an affordable, people-powered public transportation system. Stations with rentable bicycles are located in dense areas of the city, within 5 minute walks of major institutions and transit hubs. Citizens may borrow bikes and ride between stations or within the vicinity of stations for leisure. Citizens may purchase membership through smart phone apps, physical cards, or interactive stations. These may be used to unlock bikes to ride.

[Benefits](#)

Enhance equitable mobility and active transportation

Decrease reliance on cars for short trips, reducing congestion and air pollution
Spur economic development by connecting economic nodes and attracting millennials and tourists

Promotion

Educate and encourage members of organization to join bike sharing
Create programs that encourage or subsidize membership for members of organization.
Perform community outreach for bike sharing

Funding

Sponsors participate in a consortium of ongoing bike share stakeholders
A vast majority of bike shares do not turn over a profit directly from membership fees.
Sponsorship is common to help cover the capital cost of equipment and ongoing operations. Most cities have a variety of sponsors.

Commissioner Gross asked what recourse a renter will have if he/she attempts to return a bike and no spots are available to park the bike. Mr. Robison stated that bike stations provide more docking spaces than bikes in circulation.

Mr. Roach informed the Board members the City has received responses from multiple, legitimate entities with proposals for the redevelopment of the Majestic and Poli Theaters.

Mr. Roach stated that PSEG and the City have reached a stage in the decommissioning of the power plant wherein PSEG must execute a \$2.0 million contribution for community improvements.

Mr. Roach informed the Board that representatives from the City met with Governor Malloy to secure his support for the transfer of Sikorsky Airport into State ownership.

Commissioner Kuchma asked Mr. Roach if the City will offer financial assistance to property owners to assist with sidewalk repairs. Mr. Roach stated that he is unaware of any such financial assistance but will research the answer.

VI. PRESIDENT/CEO

Mr. Moore reviewed the schedule for preparing the FY18 Budget and Workplan. Mr. Moore stated that he intends to present a draft budget to DSSD's Executive Committee at its April meeting before presenting the draft budget at DSSD's Annual Meeting in May. The DSSD Board will approve the budget at its June meeting.

Mr. Moore reminded the attendees that the terms of Commissioners Kuchma, Goldberg and McClay will expire this year. Mr. Moore stated that he will circulate the Annual Meeting package at least ten (10) days prior to the May 10th meeting.

Mr. Moore concluded by informing the attendees that he and Mr. Usky recently attended a meeting of the City's Clean & Green Committee. Mr. Moore informed the attendees that Mayor Ganim wishes to increase beautification efforts in Downtown. Mr. Moore stated that plans for this beautification are not clear and that he and Mr. Usky will continue to meet with the Clean & Green Committee.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive Committee Report

Chairman Morque stated that representatives from the WPCA attended the most recent meeting of the Executive Committee to discuss the scope and schedule of the WPCA's combined sewer-separation project. According to Chairman Morque the WPCA has begun the first phase of this project and the next phase will begin in approximately 1 ½ years.

Chairman Morque informed the attendees that DSSD has received an award from the CT Main Street Center in recognition of DSSD's Placemaking efforts at McLevy Green.

Chairman Morque also stated that Mr. Moore was recently approved to attend the International Downtown Association's 2017 Downtown Fellows Program.

To conclude his report, Chairman Morque asked the Board to take action in response to two (2) requests for financial sponsorships. Specifically, Chairman Morque asked the DSSD Board to approve a \$3,000 sponsorship of the Bijou in FY17 and an additional sponsorship of \$3,000 in FY18. Additionally, Chairman Morque asked the DSSD Board to approve the purchase of two (2) season tickets for the Bridgeport Bluefish 20th Anniversary Season. A motion by Commissioner Pires, and a second by Commissioner Gross, was approved unanimously.

B. Physical Conditions

Mr. Moore provided a summary of Physical Conditions Committee priorities.

McLevy Green

DSSD intends to plant the Green during the work week of May 22nd

Baldwin Plaza

DSSD will replace the mulch at the Plaza.

Hanging Baskets

DSSD intends to install hanging baskets during the work week of May 22nd. DSSD will locate these baskets at McLevy, Baldwin and Main Street.

Benches for Baldwin Plaza

As discussed, the City will use DSSD's current CDBG grant to pay the bench supplier directly. DSSD envisions receiving these benches in six (6) – eight (8) weeks.

Banners

DSSD seeks thirty (30) banner sponsorships. DSSD envisions installing these banners during the work week of May 22nd.

Commissioner Kuchma asked Mr. Moore to research whether the owner of properties along Fairfield Avenue near Baldwin Plaza intends to install pull-down security gates.

C. Public Safety/Security

Mr. Moore reminded the meeting attendees that DSSD is using banked hours, associated with its contract with Block-By-Block, to increase night-time Ambassador Patrols.

D. Special Events and Marketing

Ms. Margo informed the meeting attendees that DSSD is finalizing updates to DSSD's website. Mr. Moore and Ms. Margo stated that the Connecticut Main Street Center and Connecticut Economic Development Association will host a networking event on April 27th at the Bijou Theater. As stated by Ms. Margo, the DSSD is working with Pullman & Comley to produce this event. Ms. Margo stated this event will focus on the role of Creative Spaces in nurturing the Creative Economy in Downtown.

Ms. Maher notified the attendees about the Barnum Museum's upcoming [Vision for the Future Barnum](#) planning event.

VIII. OLD BUSINESS

Commissioner Kuchma provided the attendees with an update concerning the local effort to craft an application to CTNext's Innovation Places Program. Commissioner Kuchma expressed his optimism about the process and acknowledged the dedication of members of the Strategic Planning Working Group. Commissioner Kuchma stated the application is predicated on a strategy of hub-and-spoke development with Downtown Bridgeport as the focal point.

IX. NEW BUSINESS

Respectfully submitted,

Michael Moore