

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
March 13, 2019
Meeting Minutes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604.

In attendance:

Commissioners

Phil Pires, Cohen & Wolf, Chair
Kim Morque, Main Street Ventures, Vice Chair
Robert Schneider, Secretary
Karolyn Egbert, Trefz Corporation
Justin Goldberg, Goldenvaal Investments, LLC
David Iassogna, People's United Bank
Philip Kuchma, Kuchma Corporation
Ryan McClay, Forstone Capital

Staff

Lauren Coakley Vincent, DSSD President
Harold Hasell, DSSD/Block-By-Block

Guests

Paul Antinozzi, Antinozzi Associates
Matthew Meyer, Crestwood Management
Jose Pizarro, YoutBuild/The WorkPlace
Daniel Roach, City of Bridgeport
Ian Sacarny, Crestwood Management

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:05 p.m.

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates, Matthew Meyer and Ian Sacarny of Crestwood Management, Jose Pizarro of YoutBuild/The WorkPlace, and Daniel Roach of the City of Bridgeport.

III. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the February 13, 2019, DSSD Board Meeting, as presented. Commissioner Iassogna seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

In Treasurer Gross' absence, Mr. Pires provided an explanation of the January 2019 reports as provided by the bookkeeper. The Bridgeport DSSD ended the month of January 2019 with \$107,512 in assets, of which \$158,517 was cash spread across two bank accounts. Liabilities totaled \$27,610, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$79,902. The accrued revenue was \$340,831 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$350,045 – primarily related to streetscape maintenance and administration of the organization (\$285,099). Accrued revenue for the period fell short of expenses by \$9,214. Commissioner Morque made a motion to approve the January 2019 financial report. Mr. Iassogna seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach shared updates on the Congress Plaza Commons development project, which was presented to the City Council so that the City could move forward with selling the land to the selected developer. He asked for input from the Commissioners on the proposed ice rink commercial development across the street from the residential project. Mr. Roach shared the most recent information about venue openings just outside of the district, including the Steel Pointe Dockmaster building expected to open up in May, and the Harbor Yard Amphitheatre expected to open for a brief season in October.

Mr. Roach announced that legislation regarding film tax credits, currently co-sponsored by Rep. Joe Gresko at the State level, was still in Committee but seemed to have potential to move forward. Mr. Roach provided an update on the Sikorsky Airport enhancements and noted that they were waiting to hear back from the Federal Aviation Administration on whether the airport would be granted a waiver to

move forward. Finally, Ms. Coakley Vincent thanked the City for their contribution to the Colorful Bridgeport campaign.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent shared the timeline to draft and approve the fiscal year 2020 budget in advance of the annual meeting on May 8, 2019. Ms. Coakley Vincent asked for participation on the selection committee for the website development requests for proposals that would be released the following week. Mr. Pires, Mr. Morque, and Mr. Meyer volunteered to participate. Ms. Coakley Vincent reviewed the DSSD's participation in recent and upcoming events, including WPKN's successful Music Mash 2019. Finally, she added to the local issues updates shared by Mr. Roach, including the City's budgeting timeline, and an update on the Pequonnock River Trail bicycle path project.

DSSD Operations Manager Harold Hasell introduced himself in his new role to the attendees present, having been promoted from the Team Lead position. Mr. Hasell provided background on his experience with Block by Block and in Bridgeport. Finally, he shared the monthly cleaning and public safety highlights from the team of Ambassadors.

Mr. Pizarro, Construction Manager with YouthBuild, presented information about the program, which trains and certifies out of school youth in building trades, and then connects to local employers in a relevant field. He also noted that The WorkPlace, the umbrella organization under which YouthBuild operates, also offers a similar program called YouthWorks for non-construction related fields.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on March 6, 2019. The Committee reviewed the March cash report, Fiscal Year 2020 budget process and timeline, website RFP, and monthly Ambassador team outcomes.

B. Physical Conditions

Commissioner Goldberg reported on the Physical Conditions Committee meeting that was held on March 1, 2019. The Committee reviewed upcoming streetscape projects, including the recent volunteering day with University of Bridgeport students, requests to Public Facilities to even out brick pavers on sidewalks in the district and coordination on clean up of the St. Patrick's Day parade, as well as held an initial discussion of Fiscal Year 2020 budget priorities.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on March 1, 2019. The participants discussed whether there was a need for dedicated line items in the Fiscal Year 2020 budget. He also noted that the next quarterly meeting with Chief Perez would be scheduled soon.

D. Special Events and Marketing

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on March 4, 2019. The Committee continued to provide input on the implementation of the Colorful Bridgeport campaign, discussed the goals and scope of the Color It In initiative, explored the need for a new DSSD website and the contents for a scope of the RFP, as well as formed a planning committee for the upcoming Jane's Walks event.

VIII. NEW BUSINESS

Commissioner Schneider noted that a number of public safety incidents had occurred in the district in the last month. Mr. Schneider urged the Public Safety Committee to raise concerns at the upcoming meeting with Bridgeport Police Chief Perez.

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:53 p.m.