

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
August 12, 2020
Meeting Minutes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604 and by video conference. A video recording of the meeting is accessible here:

https://us02web.zoom.us/rec/share/ws8vKpSvzk5OZq_LxW7AYIkHHofgX6a81nIWr_cseebb_x8SSpNfnM2Sty7K

; Password: G^e^P4DL.

In attendance:

Commissioners

Phil Pires, C & W Associates II, Chair
Eric Gross, John Broadcannon, Treasurer
Bob Schneider, Jimmy's A & N, Secretary
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
David Iassogna, People's United Bank
Philip Kuchma, Kuchma Corporation
Matthew Meyer, Bordentown DB, LLC

Staff

Lauren Coakley Vincent, DSSD President
Ender Alban, DSSD/Block-By-Block

Guests

Paul Antinozzi, Antinozzi Associates
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Natalie Dessources, YouthWorks/The WorkPlace
Tricia Hyacinth, Fairfield County Community Foundation
Daniel Roach, City of Bridgeport
Ian Sacarny, Crestwood Management

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:03 p.m.

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers and DSSD Physical Conditions Committee chair, Natalie Dessources of the YouthWorks summer internship program, Tricia Hyacinth, and Daniel Roach from the City of Bridgeport.

III. APPROVAL OF MINUTES

Commissioner Gross made a motion to approve the Minutes of the July 08, 2020, DSSD Board Meeting, as presented. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the August 2020 financial report as provided by the bookkeeper. Mr. Gross noted that the report reflected unaudited financials for the complete fiscal year 2020. The Bridgeport DSSD ended the month of June 2020 with \$132,334 in assets, of which \$118,200 was cash spread across two bank accounts. Liabilities totaled \$50,770, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$67,065. The accrued revenue was \$557,420 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$600,150 – primarily related to streetscape maintenance and administration of the organization (\$509,361). Accrued revenue for the period exceeded expenses by \$14,514. Commissioner Iassogna made a motion to approve the August 2020 financial report. Mr. Frassinelli seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach provided information on the expanded outdoor dining permitting process he was coordinating with several Downtown restaurants. The targeted locations included Markle Court, Bank Street, and a block of Broad Street. He noted that the City hoped to expand the offering to all restaurants once details were finalized with the Health and Police Departments. Mr. Roach also announced that the Stress Factory Comedy Club would reopen on August 20th, since they had received permission from the State indicating they would be in compliance with Phase 2 reopening protocols.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on the weekly Downtown Farmers Market, as well as the confirmation of 1126 Main Street as the site for the Color It In mural. Ms. Coakley Vincent announced that the DSSD's Community Development Block grant application had been tentatively approved for the full requested amount of \$30,000, pending the conclusion of a public comment period. Lastly, Ms. Coakley Vincent reported that in follow up to the recent meeting with the Bridgeport Police Department, contact information had been shared for all shift officers, sergeants, and lieutenants covering the Downtown and two additional officers had been assigned to the district.

Ms. Coakley Vincent then introduced Natalie Dessources, the DSSD's summer intern through the YouthWorks program of The Workplace. Ms. Dessources gave an overview of her internship projects, shared insights from what she learned through the experience, and delivered recommendations.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on August 7, 2020. The Committee discussed progress after the July 29 meeting with the Bridgeport Police Department, the possibility of closing down specific streets and parking spaces for the StrEATery pilot project, and status updates on both the Downtown Bridgeport Small Business Pandemic Relaunch Grant Program and Broad Street Steps refresh project. The Committee also set the agenda for the board meeting in August. Mr. Pires announced that he would convene a meeting of the Finance Committee in September to review the property tax assessment revenues against the DSSD's current budget.

B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on July 31, 2020. The Committee reviewed the seasonal planting plan for the Broad Street Steps refresh project, discussed the streetscape-related issues raised at a recent meeting with the Bridgeport Police Department, and reviewed the City's plans for current and upcoming roadwork projects.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meetings that were held on July 29 with the Bridgeport Police Department and on July 31, 2020 as a Committee. Both meetings discussed recent instances of vandalism and loitering in the Downtown. The Bridgeport Police Department responded by assigning two officers per shift to patrol the Downtown and provided direct contact information for officers, sergeants, and lieutenants by shift.

D. Special Events and Marketing

In Commissioner Morque's absence, Ms. Coakley Vincent reported on the Special Events and Marketing Committee meeting that was held on August 4, 2020. The Committee reviewed the progress of the Colorful Bridgeport campaign, provided feedback on the next phase of content for Colorful Bridgeport, discussed current and upcoming events, and finalized plans for the Color It In mural.

VIII. OLD/NEW BUSINESS

Ms. Coakley Vincent shared input on the DSSD's strategic plan submitted by various Commissioners on the current fiscal year's actions and intended outcomes. She asked for additional input that would be compiled and presented at the September board meeting.

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:55 p.m.