

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
March 13, 2024
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

David Iassogna, M&T Bank, Vice Chair
Eric Gross, John Broadcannon, Treasurer
Bob Schneider, Jimmy's A & N, Secretary (Ex Officio)
Jason Cohen, Bordentown DB, LLC
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
Callie Gale Heilmann, Made in Bridgeport, LLC
Philip Kuchma, Kuchma Corporation
Andy Toledo, City of Bridgeport (Ex Officio)

Staff

Lauren Coakley Vincent, DSSD President
Charles Suarez-Penn, DSSD/SMG

Guests

Alicia Cobb, Art Simplified
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Ira Jacoby, Felner Corporation
Sue Purefoy

I. CALL TO ORDER

Vice Chair Iassogna called the meeting to order at 4:03 p.m.

II. RECOGNITION OF GUESTS

Mr. Iassogna opened the meeting by welcoming guests Alicia Cobb of Art Simplified, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Ira Jacoby from Felner Corporation, and Sue Purefoy.

III. APPROVAL OF MINUTES

Commissioner Frassinelli made a motion to approve the Minutes of the February 14, 2024, DSSD Board Meeting, as presented. Mr. Iassogna seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the January 2024 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of January 2024 with \$152,160 in assets, of which \$20,233 was cash spread across two bank accounts. Liabilities totaled \$101,770, most of which were short- and long-term liabilities, such as the lease liability. Net Assets at the end of the month totaled \$176,094. The accrued revenue was \$691,817 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$781,996 – primarily related to streetscape maintenance and creative placemaking expenses (\$619,543). Accrued revenue for the period fell short of expenses by \$90,179. Commissioner Kuchma made a motion to approve the January 2024 financial report. Mr. Frassinelli seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Toledo provided updates on mixed use and residential development projects under construction in the Downtown. He noted that the Davidson property and Golden Hill Street parcels that the Office of Planning and Economic Development put out to RFP last year will be reissued after some remediation work is completed at each site. He also provided updates on the Congress Street Bridge construction, and the City's position in relation to the United Illuminating monopole construction project.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent gave an overview of the Downtown Ambassador team's performance report for the month of February, which reflected a slight decrease (2%) in sanitation instances over the past month and a slight increase (1%) over the previous year

due to fluctuations in alcohol containers and trash bags removed. The team saw no change in the amount of time devoted to beautification work from the previous month and a decrease (100%) from the same time period in the previous year due to the number of leaf bags collected. The Public Safety category reflected a decrease from the previous month (16%) and from the same month in the previous year (62%) due to a drop in panhandling. Finally, there was an increase in the number of interactions in the Public Engagement category from the previous month (18%) and from the same month in the previous year (11%).

Ms. Coakley Vincent previewed the spring planting plan for McLevy Green, the Broad Street Steps, and other pocket park sites around the Downtown. She shared the release of the Black History Month videos series collaboration with the Cultural Alliance of Fairfield County on the Colorful Bridgeport platform. She previewed the designs for the 2024 banners and wayfinding signage that the DSSD is partnering with the City of Bridgeport's Economic Development and Communications team to install throughout the neighborhood. Finally, she walked the group through the latest designed pages for the new Colorful Bridgeport website.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive and Finance

Mr. Iassogna reported on the combined Executive and Finance Committee meeting that was held on March 6, 2024. The Committee reviewed fiscal year 2024 budget year-end projections and set the remaining timeline for the fiscal year 2025 budget drafting process. The Committee then discussed the board structure of other DSSDs in Connecticut. A special meeting will be scheduled to prepare recommendations for the Board of Commissioners to deliberate. Lastly, the Committee finalized the agenda for this month's board meeting.

B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on March 1, 2024. The Committee reviewed and approved the spring planting plan at McLevy Green, the Broad Street Steps, and other pocket park locations.

C. Public Safety

Mr. Iassogna reported on the Public Safety and Security Committee meeting that was held on February 23, 2024. The Committee discussed recent public safety and quality of life issues in the Downtown.

D. Special Events and Marketing

Ms. Cobb reported on the Special Events and Marketing Committee meeting that was held on March 5, 2024. The Committee reviewed the Colorful Bridgeport content for the past month, including the Black History video series collaboration with the Cultural Alliance of Fairfield County. The Committee reviewed concepts for the 2024 decorative light pole banner series, beautification and wayfinding signage, and the most recent draft pages of the new website. Finally, the Committee reviewed the community event partnership requests submitted for inclusion in the fiscal year 2025 budget.

VIII. NEW BUSINESS

DSSD Secretary Robert Schneider raised that it would be important to bring back the weekly music series to McLevy Green. The group discussed whether the concerts would return in 2024, hosted by the Bridgeport Arts + Cultural Council. Mr. Schneider urged the group to include funding for the concert series in the fiscal year 2025 budget.

IX. ADJOURNMENT

Mr. Iassogna called for the meeting to be adjourned at 5:09 p.m.