

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
June 10, 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/1Px7BJ325H5Lba_i9GD9dvliDtXJT6a80HIZ_KZfyRIMWSoER9K-jiBlsGytOYng; Password: 3A!^C97@.

In attendance:

Commissioners

Phil Pires, C & W Associates II, Chair
Kim Morque, Main State Ventures, Vice Chair
Justin Goldberg, Goldenvaal Investments
David Iassogna, People's United Bank
Philip Kuchma, Kuchma Corporation
Ryan McClay, Forstone Capital
Max Pastor, Bordentown DB, LLC

Staff

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

Guests

Paul Antinozzi, Antinozzi Associates
Fred Frassinelli, AMS Real Estate
Rep. Joseph Gresko, City of Bridgeport
Matt Meyer, Crestwood Management
Ian Sacarny, Crestwood Management
Janet Siegenthaler, Ladies Room Productions

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:08 p.m.

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Paul Antinozzi of Antinozzi Associates, Fred Frassinelli of AMS Real Estate, Rep. Joseph Gresko from the City of Bridgeport, Matt Meyer and Ian Sacarny from Crestwood Management, and Janet Siegenthaler of Ladies Room Productions.

III. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the May 13, 2020, DSSD Annual Meeting, as presented. Commissioner Morque seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Mr. Pires provided an explanation of the June 2020 financial report as provided by the bookkeeper, in Treasurer Gross' absence. The Bridgeport DSSD ended the month of April 2020 with \$80,459, of which \$155,659 was cash spread across two bank accounts. Liabilities totaled \$19,087, encompassed by a mix of Accounts Payable and Deferred Revenue. Net Assets at the end of the month totaled \$46,873. The accrued revenue was \$499,373 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$505,051 – primarily related to streetscape maintenance and administration of the organization (\$420,722). Accrued revenue for the period fell short of expenses by \$5,678. Commissioner Morque made a motion to approve the June 2020 financial report. Commissioner Iassogna seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach was not in attendance to present a report from the City. State Rep. Joseph Gresko gave the report in Mr. Roach's absence. Mr. Gresko reported on the State's process for Phase 2 Reopening, as well as protocols for operating City Hall. He noted that Phase 3 is set for the middle of July, and includes bars and banks without an appointment. He shared that the General Assembly will be called into special session at the beginning of July to adjust the State's budget, address early voting measures, and address changes to police protocol.

DSSD President Lauren Coakley Vincent relayed on Mr. Roach's behalf that the 50/50 cost split program for sidewalk repair only applies to owner-occupied residences.

VI. PRESIDENT'S REPORT

Ms. Coakley Vincent reported on a variety of activities related to the COVID-19 pandemic response, including the kick off of the Downtown Pandemic Relaunch Grant Program, key takeaways from the [Back to Business survey](#), and the series of business alert and reopening guide newsletters. In addition, she noted the direction of new social media content, as in-store features would still be delayed. Lastly, she announced that the Downtown Farmers Market season would open on July 9, and that a community mural event was being planned for the late summer/early fall.

DSSD Operations Manager Ender Alban shared the monthly cleaning highlights from the team of Ambassadors. Mr. Alban noted the team's focus on special projects for the month included planting the ground planters and weeding.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on June 3, 2020. The Committee discussed the COVID-19 response and recovery activities, fundraising outreach progress, and plans for the Downtown Farmers Market. The Committee also set the agenda for the board meeting in June.

B. Physical Conditions

Ms. Coakley Vincent reported on the Physical Conditions Committee meeting that was held on May 29, 2020. The Committee reviewed the 2020 planting plan and the Ambassador performance report.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on May 29, 2020. The Committee discussed specific sites in the Downtown where quality of life incidents have occurred, how the DSSD has addressed them, and which other stakeholders to involve.

D. Special Events and Marketing

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on June 2, 2020. The Committee members shared updates on their respective organizations, reviewed the social media metrics report and content, and discussed upcoming events.

VIII. OLD/NEW BUSINESS

Mr. Pires thanked Commissioner Goldberg for his service on the DSSD Board of Commissioners, noting that this would be his last board meeting. Mr. Pires acknowledged the accomplishments that had been achieved in the organization's governance and through his leadership of the Physical Conditions Committee during his time on the board.

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:42 p.m.