

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
August 11, 2021
Meeting Notes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604, and via video and telephone conference.

In attendance:

Commissioners

Bob Schneider, Jimmy's A & N, Secretary (Ex Officio)
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
Matt Meyer, Bordentown DB, LLC

Staff

Lauren Coakley Vincent, DSSD President
Nathan Akinola, DSSD Intern/CareerHub

Guests

Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Tricia Hyacinth, Downtown resident
Kathy Maher, The Barnum Museum
Ian Sacarny, Crestwood Management

I. CALL TO ORDER

In the absence of a quorum, the meeting attendees decided to convene a discussion of Downtown updates at 4:09 p.m.

II. APPROVAL OF MINUTES

In the absence of a quorum, this agenda item was tabled to the next board meeting.

III. TREASURER REPORT

In the absence of a quorum, this agenda item was tabled to the next board meeting.

IV. REPORT FROM THE CITY

Mr. Roach was not in attendance to present a report from the City, so this agenda item was tabled to the next board meeting.

V. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent shared updates on the activities of the organization over the past month. Ms. Coakley Vincent reported that the administrative work over the past month consisted of closing out the 2021 fiscal year, preparing for the annual audit, and onboarding the DSSD's new partner for the Downtown Ambassador program – SMG Corporate Services. She shared the monthly performance report for the Downtown Ambassadors and asked for feedback on the program outcomes. Regarding Colorful Bridgeport marketing initiatives, she noted that the past month focused on Downtown Farmers Market vendors and musical entertainment, the new "Build Back Colorful" decorative light pole banner installation, and promoting new business openings. She talked about events that the DSSD supported over the past month and the upcoming mural project at 115 Middle Street. Ms. Coakley Vincent concluded by flagging the community events that had requested support from the DSSD.

VI. REPORTS OF STANDING & SPECIAL COMMITTEES

In the absence of the respective Commissioners, updates were given for the Physical Conditions Committee only. Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on July 30, 2021. The Committee explored the relevant projects included in the City's recently awarded Downtown Placemaking RFP that it would like see prioritized. The Committee also discussed the status of the Downtown Ambassador program vendor transition.

VII. ADJOURNMENT

The group discussion concluded at 4:31 p.m.