

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
June 08, 2022
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, C & W Associates II, Chair
Eric Gross, John Broadcannon, Treasurer
Bob Schneider, Jimmy's A & N, Secretary (Ex Officio)
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
David Iassogna, People's United Bank
Philip Kuchma, Kuchma Corporation
Ryan McClay, Forstone Capital
Max Pastor, Bordentown DB, LLC
Daniel Roach, City of Bridgeport (Ex Officio)

Staff

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

Guests

Javier Ceja, Downtown Strategic Group, LLC
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Niels Heilmann, 49 Cannon Street
Kathy Maher, The Barnum Museum
Constance Vickers, 881 Lafayette Blvd.

I. CALL TO ORDER

In Chairman Pires and Vice Chair Morque's absence, Treasurer Gross called the meeting to order at 4:05 p.m. The meeting guests were recognized as they joined in person and via video conference: Javier Ceja from Downtown Strategic Group, LLC, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Niels Heilmann owner of 49 Cannon Street, Kathy Maher from The Barnum Museum, and Constance Vickers owner at 881 Lafayette Blvd. Condos.

II. APPROVAL OF MINUTES

Commissioner Frassinelli made a motion to approve the Minutes of the May 11, 2022, DSSD Annual Meeting, as presented. Commissioner Iassogna seconded the motion, and it was unanimously approved.

III. TREASURER REPORT

Treasurer Gross provided an explanation of the April 2022 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of April 2022 with \$135,391 in assets, of which \$231,227 was cash spread across two bank accounts. Liabilities totaled \$38,970, encompassed entirely by Accounts Payable. Net Assets at the end of the month totaled \$96,421. The accrued revenue was \$586,164 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$595,552 – primarily related to streetscape maintenance and administration of the organization (\$454,112). Accrued revenue for the period fell short of expenses by \$9,388. Mr. Frassinelli made a motion to approve the April 2022 financial report. Mr. Iassogna seconded the motion, and it was unanimously approved.

IV. REPORT FROM THE CITY

Mr. Roach provided updates on the various mixed use development opportunities in the Downtown, the status of the Lafayette Circle redesign efforts, and the construction timeline for the Intermodal Transportation Center.

V. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on recent events that the DSSD either organized or supported in the Downtown, including Jane & Cesar's Way and Skateport. Ms. Coakley Vincent then provided an overview of the Ambassador performance report for the month of May, which reflected a slight decrease (5%) in sanitation instances, mostly resulting from a drop in the instances of graffiti, bills and stickers to be removed, and illegal dumping. The team saw a large increase (183%) in the amount of time devoted to beautification work, which reflected the time spent on the spring seasonal plantings and weeding. The Public Safety category also saw a slight decrease (5%), mostly caused by a modest change to the number of hours on bicycle patrol.

Finally, there was an increase (37%) in the amount of public engagement over the past month in the hospitality assists category.

Ms. Coakley Vincent concluded her report with a detailed review of the refreshed strategic plan. She asked the Commissioners and meeting attendees to provide input on the proposed goals and strategies section. The refreshed plan would be finalized and released by the end of the month.

The Commissioners discussed the request from the City's Office of Planning and Economic Development for a letter of support from the DSSD toward their efforts to revise the Zoning Code to permit the operation of cannabis businesses throughout the city of Bridgeport. The board did not come to a consensus on the letter, so Ms. Coakley Vincent sent the materials for review in follow up. The Commissioners then discussed a request from the Post Office Square Food Truck Park group of organizers for the DSSD to assist with navigating the City permitting process in support of the event series to start up. The board decided to decline the request.

VI. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive

Mr. Pires reported on the Executive Committee meeting that was held on June 1, 2022. The Committee reviewed the drafted letter of support to the Planning & Zoning Commission regarding revisions to the Zoning Code pertaining to zones that permit cannabis business to operate. The Committee discussed progress made with the Downtown Placemaking project, seasonal plantings, and banner sales. The Committee provided feedback on the DSSD's refreshed strategic plan. The Committee also set the agenda for this month's board meeting.

B. Physical Conditions

Mr. Iassogna reported on the Physical Conditions Committee meeting that was held on May 27, 2022. The Committee walked the district to identify areas that needed more detailed cleaning, weeding, or other special attention. The Committee also visited the various planting sites, including ground planters, where the Ambassador team was installing the seasonal plants.

C. Public Safety

Mr. Iassogna reported on the Public Safety and Security Committee meeting that was held on May 27, 2022. The Committee walked the district with members of the Bridgeport Police Department, stopping in at open businesses to discuss their safety concerns. The Committee also visited quality of life issue hot spots around the neighborhood.

D. Special Events and Marketing

Ms. Coakley Vincent reported on the Special Events and Marketing Committee meeting that was held on June 7, 2022. The Committee discussed the Colorful Bridgeport platform content released over the past month including. The group discussed content plans for June and July, and upcoming events including the Downtown Farmers Market and a second screening of the Jane & Cesar's Way event film. The Committee provided feedback on the draft resident packet, and neighborhood maps with sector-specific businesses included. The meeting concluded with a brief update on the Downtown Placemaking project and a debrief of the Jane & Cesar's Way event held in May.

VII. OLD BUSINESS

Mr. Roach announced that the Bridgeport DSSD was awarded a grant through the Environmental Task Force program toward Colorful Crew beautification efforts. He noted that the grant amount was not finalized, but that an awarded has been decided. Ms. Coakley Vincent shared that the DSSD was notified that it would receive a Community Development Block Grant award in the upcoming fiscal year for the same program.

VIII. ADJOURNMENT

Mr. Gross called for the meeting to be adjourned at 5:17 p.m.