

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
August 10, 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 were:

Commissioners

Phil Pires, C & W Associates II, Chair
David Iassogna, People's United Bank, Vice Chair
Eric Gross, John Broadcannon, Treasurer
Bob Schneider, Jimmy's A & N, Secretary (Ex Officio)
Javier Ceja, Downtown Strategic Group
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
Philip Kuchma, Kuchma Corporation
Max Pastor, Bordentown DB, LLC

Staff

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

Guests

Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Kathy Maher, The Barnum Museum
M.L. Brooks, Bridgeport Community Festival

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:06 p.m.

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Chris DeAngelis from Cabezas-DeAngelis Surveyors & Engineers, Kathy Maher from The Barnum Museum, and M.L. Brooks from the Bridgeport Community Festival.

III. APPROVAL OF MINUTES

Commissioner Ceja made a motion to approve the Minutes of the July 13 and July 19, 2022, DSSD Board Meetings, as presented. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the June 2022 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of June 2022 with \$182,782 in assets, of which \$158,735 was cash spread across two bank accounts. Liabilities totaled \$75,967, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$106,815. The accrued revenue was \$741,293 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$740,287 – primarily related to streetscape maintenance and administration of the organization (\$554,146). Accrued revenue for the period exceeded expenses by \$1,006. Commissioner Kuchma made a motion to approve the June 2022 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, so this agenda item was tabled to the next board meeting.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent invited Commissioner Frassinelli to share an overview of recent commercial real estate activity and trends in the Downtown. Mr. Frassinelli shared that 430 State Street had been sold to a developer intending to accommodate the expansion of the Adam J. Lewis Academy.

Ms. Coakley Vincent provided an overview of the Ambassador performance report for the month of July, which reflected an increase (9%) in sanitation instances, with the team spending more time removing more trash bags and picking up more empty alcohol containers. The team saw an increase (13%) in the amount of time devoted to beautification work for the third month in a row, which is normal for this time of year as the majority of plantings were maintained and weeding on many blocks was done. The Public

Safety category decreased by 31 percent, mostly caused by a drop in documented instances of panhandling and hours spent on bicycle patrol. Finally, there was a decrease (8%) in the amount of public engagement over the past month in the hospitality assists and business contacts categories.

Ms. Coakley Vincent reported on the Colorful Bridgeport campaign's July content, which focused on the launch of the 2022 Downtown Farmers Market season, as well as the new "What's Happening This Week" events summary posts. Kick off day at the Downtown Farmer Market season saw 12 vendors return, attendance at close to 400, and live music performed by Simone Mone and Robbie Day. As part of the Downtown Placemaking contracted work with the City of Bridgeport, the DSSD continued to meet with private property owners to finalize artist selections for six mural art project sites. The DSSD expects the public art installations to begin in late August. The public space activation request for proposals deadline passed with received 45 proposals received for a range of sites, installations that were permanent and temporary, and concepts that ranged from physical installations to seasonal events. Of note was that 75% of the submissions were generated from Greater Bridgeport area residents.

Finally, Ms. Coakley Vincent previewed the [Downtown Business Needs Assessment report](#), noting that the DSSD and the Bridgeport Chamber hosted a gathering of economic development leaders to discuss the report's insights regarding concerns over public safety and cleanliness quality of life; the lack of citywide, coordinated marketing; and maximizing ground floor use on July 27th.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive

Mr. Pires reported on the Executive Committee meeting that was held on August 3, 2022. The Committee discussed next steps for the Downtown Business Needs Assessment process and the Administrative/Leadership goals and strategies from the DSSD's strategic plan refresh. The Committee also set the agenda for this month's board meeting.

B. Physical Conditions

Mr. DeAngelis reported on the Physical Conditions Committee meeting that was held on July 29, 2022. The Committee mapped out the preferred locations for beautification and tree planting projects to be funded by the recently awarded PSEG Environmental Task Force and Community Development Block grants. The Committee also discussed how best to deploy Clean Team interns to be placed with the DSSD through The WorkPlace's re-entry program.

C. Public Safety

Mr. Iassogna reported on the Public Safety and Security Committee meeting that was held on July 29, 2022. The Committee was introduced to Capt. Fitzgerald, who took over the Patrol Division when Capt. Porter retired. The Committee then reviewed the Downtown Business Needs Assessment report, focusing on the quality of life and public safety concerns raised by the participants.

D. Special Events and Marketing

In Mr. Morque's absence, Ms. Coakley Vincent reported on the Special Events and Marketing Committee meeting that was held on August 2, 2022. The Committee provided input on the Colorful Bridgeport content calendar for the fall and winter months. The Committee reviewed recent and upcoming events and discussed the proposals received in response to the Color It In Public Spaces Call for Concepts.

VIII. NEW BUSINESS

Ms. Coakley Vincent shared that two items of new business had been requested:

1. Council Member Tyler Mack asked for feedback on the concept of allowing Bridgeport residents to access a discounted rate when parking at street metered parking spaces.
2. YMCA President Carmen Colon asked that the DSSD Board consider providing a letter of support toward their application to acquire BNT's affordable housing property portfolio.

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:37 p.m.