

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
January 11, 2023
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
David Iassogna, M&T 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
Daniel Roach, City of Bridgeport (Ex Officio)

Staff

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

Guests

Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Alicia Cobb, Art Simplified
Kathy Maher, The Barnum Museum
Ian Sacarny, Crestwood Management

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:03 p.m.

II. RECOGNITION OF GUESTS

Mr. Pires opened the meeting by welcoming guests Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Alicia Cobb of Art Simplified, Kathy Maher from The Barnum Museum, and Ian Sacarny from Crestwood Management.

III. APPROVAL OF MINUTES

Commissioner Gross made a motion to approve the Minutes of the December 14, 2022, DSSD Board Meeting, as presented. Commissioner Kuchma seconded the motion. Mr. Pires abstained from the vote, and the minutes were approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the November 2022 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of November 2022 with \$174,762 in assets, of which \$232,172 was cash spread across two bank accounts. Liabilities totaled \$71,047, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled \$103,714. The accrued revenue was \$562,854 – primarily City of Bridgeport tax and contract payments. Expenses for the same period totaled \$580,725 – primarily related to streetscape maintenance and creative placemaking programming for the organization (\$470,627). Accrued expenses for the period exceeded revenue by \$17,871. Commissioner Frassinelli made a motion to approve the November 2022 financial report. Commissioner Ceja seconded the motion, and it was unanimously approved.

V. REPORT FROM THE CITY

Mr. Roach provided updates on the various development projects in the Downtown, including the project applications submitted by the City to the State's Community Investment Fund, the status of the Lafayette Circle realignment project in light of the federal funding announcement, the high speed ferry terminal at the Intermodal Transportation Center, the timeline to re-install parking and wayfinding signage there as well, and Congress Street Bridge construction. Mr. Roach noted that the St. Patrick's Day parade would most likely move to the section of Fairfield Avenue in Black Rock for 2023. He concluded his report by announcing that the DSSD would have a new City Hall liaison, Andy Toledo, starting at the next board meeting.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on the Colorful Bridgeport campaign's December content, which emphasized the annual Shop Locally, Give Colorfully holiday shopping promotion series with individual business and public art features in the weekly newsletter and on social media. Ms. Coakley Vincent noted that the DSSD was in attendance at several events in the past month, including the swearing in of Bridgeport Police Chief Roderick Porter, State Historic Preservation Review Board meeting where the consolidation of the State Historic Districts in the Downtown into one comprehensive district was discussed, and the Bridgeport Regional Business Council's Holiday Dinner. Finally, she announced that the DSSD was awarded a CT Cultural Fund grant for the second year in the amount of \$17,700. This flexible funding is available to support projects that advance arts and creative businesses and projects in Downtown Bridgeport.

Ms. Coakley Vincent provided an overview of the Ambassador performance report for the month of December, which reflected a small increase (5%) in sanitation instances, reflecting a drop in bills/stickers and graffiti removed. The team saw a decrease (77%) in the amount of time devoted to beautification work, reflecting a seasonal shift in the amount of time devoted to collecting bags of leaves. The Public Safety category increased by 40 percent, mostly caused by additional hours patrolling the district on bicycle and the beginning of reporting instances of illegal parking. Finally, there was a decrease (13%) in the amount of public engagement over the past month in the hospitality assists category. The board engaged in a robust discussion of public safety issues in the Downtown, as well as the Downtown Ambassador team's day-to-day tasks related to the individual performance categories.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Chairman/Executive

Mr. Pires reported on the Executive Committee meeting that was held on January 4, 2023. The Committee discussed plans to update the fiscal year 2023 budget in light of the various changes to revenue from grants and contracts, along with the associated expenses. 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 January 6, 2023. The Committee provided feedback on the Clean Team's performance and discussed upcoming projects.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on January 6, 2023. The Committee met at the Police Department Headquarters, at the invitation of Chief Porter. The Committee discussed recent Downtown safety incidents, with an emphasis overall drop in crime in the past year, the various collaborative programs now in place to address individuals dealing with mental health issues and homelessness, as well as the instances of illegal parking documented by the Downtown Ambassador team.

D. Special Events and Marketing

Ms. Cobb reported on the Special Events and Marketing Committee meeting that was held on January 3, 2023. The Committee reviewed the Colorful Bridgeport content for the past month, including holiday shopping promotions, and the upcoming video series highlighting the various Downtown Placemaking projects. The Committee discussed plans for Black History (February) and Women's History (March) Month content series. Committee members also provided feedback on the Colorful Bridgeport website in anticipation of a refresh of the site in the new year.

VIII. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:45 p.m.