

BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
December 14, 2022
Meeting Minutes

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

In attendance:

Commissioners

David Iassogna, M&T Bank, Vice Chair
Javier Ceja, Downtown Strategic Group
Fred Frassinelli, AMS Real Estate
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

Guests

Alicia Cobb, Art Simplified
Chris DeAngelis, Cabezas-DeAngelis Surveyors & Engineers
Kim Morque, Spinnaker Real Estate Partners
Ian Sacarny, Crestwood Management

I. CALL TO ORDER

In Chairman Pires' absence, Vice Chair David Iassogna called the meeting to order at 4:06 p.m.

II. RECOGNITION OF GUESTS

Mr. Iassogna opened the meeting by welcoming guests Alicia Cobb of Art Simplified, Chris DeAngelis of Cabezas-DeAngelis Surveyors & Engineers, Kim Morque from Spinnaker Real Estate Partners, and Ian Sacarny from Crestwood Management.

III. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the November 9, 2022, DSSD Board Meeting, as presented. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the October 2022 financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of October 2022 with \$74,054 in assets, of which \$232,172 was cash spread across two bank accounts. Liabilities totaled \$88,216, most of which were Accounts Payable and Accrued Expenses. Net Assets at the end of the month totaled (\$14,162). The accrued revenue was \$323,484 – primarily City of Bridgeport tax and contract payments. Expenses for the same period totaled \$460,231 – consisting primarily of a mix of streetscape maintenance and creative placemaking expenses (\$372,454). Accrued revenue for the period fell short of expenses by \$135,747. Mr. Frassinelli made a motion to approve the October 2022 financial report. Commissioner McClay 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 status of the Lafayette Circle redesign efforts, Congress Street Bridge repairs, and the construction timeline for second phase of work at the Intermodal Transportation Center. In addition, he commented on the status of the proposal to develop the Davidson building site into an ice skating rink. Finally, he engaged the board in a discussion over concerns related to illegal parking in the Downtown.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent reported on the Colorful Bridgeport campaign's November content, which continued the release of the business services explainer and operations tips videos, promotions for Bridgeport Art Trail weekend and the launch of the holiday season shopping promotions on Small Business Saturday. Ms. Coakley Vincent noted that the DSSD supported several events in the past month, including a grand opening and ribbon cutting event for 29 Markle Court, Bridgeport Art Trail

weekend, and the McLevy Green Holiday Tree Lighting. She announced that the final Downtown Placemaking mural was completed, and that the DSSD submitted a wrap up report to the Office of Planning and Economic Development detailing project management services delivered and project feedback.

Ms. Coakley Vincent informed the board that members of the City Council made an announcement on December 13th that they were looking to initiate a charter revision process, with a public meeting planned for the City Council's regular meeting on December 19th. The DSSD was asked to testify or submit a letter in support of proceeding with the process. The board provided feedback on this request.

Finally, Ms. Coakley Vincent provided an overview of the Ambassador performance report for the month of November, which reflected a decrease (21%) in sanitation instances, reflecting a drop in bills/stickers and empty alcohol containers needing to be removed. The team saw an increase (84%) 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 25 percent, mostly caused by additional hours patrolling the district on bicycle and an increase in panhandling. Finally, there was a decrease (20%) in the amount of public engagement over the past month in the hospitality assists category.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive

In Chairman Pires' absence, Mr. Iassogna reported on the Executive Committee meeting that was held on December 7, 2022. The Committee discussed remaining tasks associated with wrapping up the Downtown Placemaking contract with the City of Bridgeport, as well as upcoming projects for the DSSD. 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 December 2, 2022. The Committee walked the district with Ms. Coakley Vincent and Downtown Ambassadors Operations Manager Charles Suarez-Penn, providing feedback on the quality and consistency of the Clean Team's efforts, as well as identifying sites to focus their beautification efforts on in the spring.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on December 2, 2022. The Committee was joined by the newly appointed Chief Porter and Patrol Division Captain Brian Fitzgerald. The Committee discussed recent safety issues in the Downtown, as well as Chief Porter's plans for providing increased, consistent coverage in the neighborhood.

D. Special Events and Marketing

Mr. Morque reported on the Special Events and Marketing Committee meeting that was held on December 6, 2022. The Committee reviewed the Colorful Bridgeport content for the past month and upcoming content releases, including holiday shopping promotions and the video series highlighting the various Downtown Placemaking projects. Committee members provided feedback on the content over the past year and recommendations for 2023. The Committee discussed insights gained from the Downtown Farmers Market vendor survey and possible changes to the event format in 2023. The Committee also reviewed the DSSD's participation in the Bridgeport Art Trail weekend of activities and the City's Holiday Tree Lighting at McLevy Green. The meeting concluded with a presentation and discussion to reboot the Downtown Chess Program by Gerald Moore.

Mr. Morque announced that Chairman Pires had appointed Alicia Cobb to become Chair of the Special Events and Marketing Committee, effective January 1, 2023.

VIII. OLD/NEW BUSINESS

IX. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:41 p.m.