

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
July 12, 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
Bob Schneider, Jimmy's A & N, Secretary (Ex Officio)
Karolyn Egbert, Trefz Corporation
Fred Frassinelli, AMS Real Estate
Callie Gale Heilmann, Made in Bridgeport, LLC
Philip Kuchma, Kuchma Corporation
Max Pastor, Bordentown DB, LLC
Andy Toledo, City of Bridgeport (Ex Officio)

Staff

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

I. CALL TO ORDER

Chairman Pires called the meeting to order at 4:04 p.m.

II. APPROVAL OF MINUTES

Commissioner Kuchma made a motion to approve the Minutes of the June 14, 2023, DSSD Board Meeting, as presented. Commissioner Frassinelli seconded the motion, and it was unanimously approved.

III. TREASURER REPORT

In Treasurer Gross' absence, this item was tabled to the next month's meeting

IV. REPORT FROM THE CITY

Mr. Toledo provided updates on the various development projects in the Downtown, including open and recently closed RFPs, the City's application to the Community Investment Fund pertaining to the acquisition of the PSEG property, the plans for the former AT&T that was awarded brownfield funding, and the Bridgeport Transit Center streetscape enhancement project.

V. PRESIDENT'S REPORT

DSSD President + CEO Lauren Coakley Vincent shared the Colorful Bridgeport campaign's June content highlights, including the collaboration with Greater Bridgeport Pride leading up to the weekend of events in July, the weekly What's Happening event videos, and promotions for Restaurant Week and the Downtown Farmers Market 2023 season. Ms. Coakley Vincent asked the board to assist with outreach to prospective participants in the [Air Shift business planning and concept development workshop](#), hosted in collaboration with the CT Office of the Arts and Cultural Alliance of Fairfield County. Finally, she gave a status update on the various Color It In: Corners public art program sites.

Ms. Coakley Vincent gave an overview of the Downtown Ambassador team's performance report for the month of June, which reflected a slight decrease (6%) in sanitation instances over the past month mostly due to a drop in the alcohol containers and trash bags collected; and a 5 percent increase over the same period in the previous year. The team saw a decrease (35%) in the amount of time devoted to beautification work from the previous month, but an increase (58%) from the same time period in the previous year both related to the weather-related impacts on the number of hours devoted to watering plantings. The Public Safety category decreased by seven percent from the previous month and 45 percent from the same month in the previous year, both due to a drop in instances of panhandling and bicycle hours in service. Finally, there was an

increase in the number of interactions in the Public Engagement categories from the previous month (2%) and from the same month in the previous year (10%).

VI. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive

Mr. Pires reported on the Executive Committee meeting that was held on July 12, 2023. The Committee discussed inviting Callie Gale Heilmann to join the Committee, unaudited and projected year-end budget totals, and the various applications from Bridgeport to the Community Investment Fund. The Committee reviewed a request for sponsorship from the Bridgeport Film Festival. The Committee also finalized the agenda for this month's board meeting.

B. Physical Conditions

Ms. Coakley Vincent reported on the Physical Conditions Committee meeting that was held on June 30, 2023. The Committee discussed how to utilize the awarded Community Development Block Grant funds for fiscal year 2024. The Committee identified new beautification locations, and explored the need for signage in those locations. The Committee decided to ask the Special Events and Marketing Committee to come up with ideas for the signage in alignment with Colorful Bridgeport branding.

C. Public Safety

Commissioner Iassogna reported on the Public Safety and Security Committee meeting that was held on June 30, 2023. The Committee discussed the increase in the number of special event venues operating in the Downtown, and their impact on public safety. Additionally, quality of life complaints received from residents and business owners were discussed.

D. Special Events and Marketing

Ms. Coakley Vincent reported on the Special Events and Marketing Committee meeting that was held on July 11, 2023. The Committee reviewed the Colorful Bridgeport content for the past month, including the Greater Bridgeport Pride video series, Bridgeport Restaurant Week, and Downtown Farmers Market season announcements. At the Physical Conditions Committees' request, the Committee explored what signage at beautification sites might include that is in alignment with Colorful Bridgeport branding. Finally, the Committee reviewed plans for upcoming events and progress updates for each of the Color It In: Corners public art sites.

VII. NEW BUSINESS

As it was her first official board meeting, Commissioner Gale Heilmann introduced herself to the board and spoke about her background as a Bridgeport resident, business owner, and leader of a nonprofit organization. She suggested a group trip to visit Pratt Street in Downtown Hartford in the early fall to speak with and learn from business owners and the DSSD in that neighborhood.

VIII. ADJOURNMENT

Chairman Pires called for the meeting to be adjourned at 4:43 p.m.