

# **Downtown Providence District Management Authority**

## **Board Meeting**

**November 17, 2005**

### **1. Roll Call**

The meeting was called to order at 8:36 a.m. Directors present included Evan Granoff, Richard Lappin, Christopher Placco, Maria Ruggieri, and Stanley Weiss. Directors Arnold B. Chace, Jr., Judy Cullen, Robert Gagliardi, and Joseph Paolino, Sr. were absent. Ex-officio Members present included Michael Corso, Joseph DiBattista and Josh Miller.

Providence Foundation staff present included Daniel Baudouin, Executive Director and Joelle Crane, Program Manager. Also present were Urban Place Consulting employees Frank LaTorre, Director of Public Space; Leslie Huikko, Office Manager and Andy Miller, Parking Consultant. Block-by-Block staff present included Frank Zammarelli, Operations Manager.

Also present was Colonel Dean Esserman, Chief of Providence Police Department.

### **2. Approval of Minutes of the October 20, 2005 meeting**

A motion was made by Director Weiss to approve the minutes of

**October 20th Public Hearing. The motion was seconded by Director Placco, and a roll call vote was taken as follows:**

**Director Granoff Yes**

**Director Lappin Yes**

**Director Placco Yes**

**Director Ruggieri Yes**

**Director Weiss Yes**

**Michael Corso for Arnold B. Chace, Jr. Yes**

**Therefore, the motion passed.**

### **3. Update from Colonel Dean Esserman, Chief of Providence Police Department**

**The Colonel reported that reported crime is lower in Providence for the third year in a row. He expressed appreciation for the services provided by the Clean and Safe Team members, as well as the leadership demonstrated by his own leaders within the department. Colonel Esserman discussed the culture of the police department and its 5-pronged approach to law enforcement: reduce crime, reduce fear, improve public safety, practice homeland defense and demonstrate integrity.**

**Colonel Esserman identified the need for multi-use public space and stated that he hopes that Providence will become “an incubator for ideas for early intervention and prevention of crime.” He stated that he sees the Downtown improvement District to be a key partner in this effort.**

**Director Ruggieri raised concerns about enforcement of noise ordinances and under-aged drinking laws in Providence. She also summarized the work of the Responsible Hospitality Committee, which is led by the DID. Director Weiss expressed concern that many of the same challenges that existed for downtown property owners 10-15 years ago still exist today and that continued collaborative efforts are needed to grow Providence to its full potential. Colonel Esserman expressed appreciation for the struggles that come with being “pioneers in the revitalization of Downtown Providence.”**

#### **4. Change to DPDMA By-Laws**

**A discussion was held regarding the need to amend the DPDMA By-laws in order to limit the use of proxies and to define the rights of proxies in casting votes for Board Members.**

**There was general agreement that the use of proxies should be limited. The primary concern is that a proxy will be instructed to vote a particular way and be obligated to vote accordingly regardless of any discussion taking place at the meeting that might have changed the Director’s vote, had (s)he been present to hear the discussion. The DPDMA’s attendance policy for voting members was reviewed and identified as a tool for guiding decisions about proxies. The attendance policy states that “Any Director who fails to be present at three (3) consecutive Board meetings shall be deemed to have**

**resigned unless the Board votes otherwise.”**

**As DPDMA by-laws require 2/3 of the Voting Board Members to be present to vote on an amendment, the discussion was tabled for the next meeting where 6 Voting Board Members are present.**

**The Board will contact the two Board members who have missed 3 consecutive meetings to determine if they desire continue to serve on the DPDMA Board.**

## **5. Financial Report**

**The financial report was brief due to time constraints. Leslie Huikko, Office Manager, distributed the financial reports, as well as a summary explaining the transition to a 100% accrual-basis accounting method. Leslie is still in the process of entering data from the 2004-2005 fiscal year that will provide a complete payment record for each property owner by parcel. Director Weiss reminded the Board that they had requested that the “Profit and Loss” report be re-named the “Surplus and Deficit” report. Leslie will make this change for the next meeting.**

## **6. Marketing Report**

**Joelle Crane of the Providence Foundation distributed a map identifying the proposed locations for installation of metal DID signs and gave an overview of the “\$5 for 4 hours” Holiday Parking Program, which involves 32 retailers and 25 parking lots. The**

**program is being funded by the Downtown Merchants Association and will be facing a funding shortfall to continue the project. Dan Baudouin of the Providence Foundation is going to look into alternative funding sources.**

#### **7. Operations Committee Report**

**This item was not discussed due to time constraints.**

#### **8. Report from Urban Place Consulting & Director of Public Space**

**This item was not discussed due to time constraints.**

#### **9. Report from Block-By-Block**

**Due to time constraints, this report was brief. Frank Zammarelli, Operations Manager distributed a handout reporting October statistics. Some positive press was generated when a Block-By-Block employee found an AFC Championship ring and it was returned to its rightful owner. (see Providence Journal article in packet.)**

#### **10. Location of DID office**

**A motion was made by Director Granoff to discuss this agenda item in closed session under Section 5 of the Open Meetings Law. The motion was seconded by Director Lappin and a roll call vote was taken as follows:**

**Director Granoff Yes**

**Director Lappin Yes**

**Director Placco Yes**

**Director Ruggieri Yes**

**Director Weiss Yes**

**Michael Corso for Arnold B. Chace, Jr. Yes**

**Therefore, the motion passed.**

**After a discussion about the location of the DID office, the meeting was opened.**

## **11. Other Business**

**Director Granoff addressed the importance of starting meetings at 8:30a.m. and adjourning them by 10 a.m. and committed to doing so, as the Chair of the Board. He also recommended that guests be scheduled to speak after the business portions of the meeting have been completed. This would allow those who are able to stay for additional conversation to do so while allowing those who are under time constraints to leave without missing the business portion of the meeting.**

**A list of 2006 DPDMA Board Meeting dates was distributed in the information packet.**

## **12. Adjournment**

**A motion was made by Director Weiss to adjourn the meeting. The motion was seconded by Director Lappin, and a roll call vote was taken as follows:**

**Director Granoff Yes**

**Director Lappin Yes**

**Director Placco Yes**

**Director Ruggieri Yes**

**Director Weiss Yes**

**Michael Corso for Arnold B. Chace, Jr. Yes**

**Therefore, the motion passed, and the meeting was adjourned at 10:37 a.m.**

**Respectfully Submitted,**

**Leslie Huikko**

**DID Office Manager**