

# **Downtown Providence District Management Authority**

## **Operations Committee Minutes**

**January 10, 2008 9AM**

**Present: Robert Gagliardi, Richard Lappin, Susan LaPidus, Michael Corso, Joe DiBattista, Dan Baudouin, Frank LaTorre, Frank Zammarelli, Rose Durette**

### **1. DID Planting and Beautification Update for 2008**

**Frank LaTorre explained the process that was used to select the additional plantings for the fiscal year 2008. First he reviewed the areas that were done in fiscal year 2007 and the cost associated with these areas. He then gave the figures for the cost of replicating these plantings for the 2008 season.**

**Following the Master Plan present by Gates Leighton, Frank purposed the additional planting for 2008. Dan Baudouin, Frank LaTorre and Frank Zammarelli comprised a list of the places that would be the best to maintain and have the highest visible impact.**

**To do the plantings, approximately \$28,000.00 in additional funds would need to be budgeted. Of this amount \$25,000 would come of other line items in the 2008 budget with the remainder coming from the reserve. Also, Frank Zamarelli would need to purchase replacement equipment at a cost of \$2,000; these funds would come out of the sinking fund.**

**The Operations Committee supported this plan and will present to the full Board, at our next meeting scheduled for January 17, 2008, for Board approval.**

## **2. Trash Receptacle Design of the FY 2008 CDBG.**

**The Downtown Improvement District was awarded a \$20,000.00 grant to purchase 30 additional trash receptacles. The receptacles will then be given to the City by the DID. It will be the City's responsibility to empty and maintain.**

**Frank LaTorre presented the new design and cost given to him by The Steel Yard. He also gave a list of comparable designs and cost from other manufactures. The Steel Yard was found to be the most cost effective.**

**The Operation Committee approved the design and purchase from the Steel Yard**

## **3. Applying for CDBG Grant for FY 2009.**

**Frank LaTorre asked the Operations Committee to authorize him to apply for the Community Development Block Grant as the DID has in the past. The deadline for application is January 18, 2008. The Committee suggested that the DID apply for a \$90,000 grant to be split up \$50,000 for sidewalk repair, \$20,000 for plantings and \$20,000 for public signage such as street signs.**

**This plan will be present to the Board for approval.**

#### **4. Review of DID Snow Removal Procedures**

**Frank Zammarelli presented a written plan that is followed by his crew members for snow removal.**

**Liability issues are currently covered under Block by Block. Steve Gibson and Frank LaTorre are working with Jeremy Curran, president of Block by Block, to get the exact wording and coverage.**

#### **5. Possible Expansion into another District – DID Responsibilities**

**We are currently looking into the possibility of expanding into Capital Center. Station Park, which is owned by the State, is part of this area.**

**The State would like to have a non-profit organization to take over the maintenance and operations of the park. It is the Committee's opinion that the DID can do the maintenance of the park but should not get involved in the business of the operations, such as event planning.**

**Waterplace Park is also in this area. This is City owned property and the maintenance of it falls under the Parks Department. Dan has met with Alix Ogden several times about our role within this area. Nothing has been confirmed as of yet. Dan is still working with her.**

**It was suggested that the DID find out from the private property owners what they would expect from the DID before we continue looking to expand in the Capital Center.**