

Downtown Providence District Management Authority

Board of Directors meeting minutes

Thursday, February 19, 2009 8:30 a.m.

1. Roll Call

Director Gagliardi called the meeting to order at 8:35 a.m.

Directors present: Joseph DiBattista, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin and John Macliver

Ex-Officio Members present: Alan Chille, Diana Burdett and John Nickelson

Others present: Dan Baudouin, Executive Director of the Providence Foundation; Joelle Kanter, Program Director for the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank Zammarelli, Operations Manager for Block by Block; Frank LaTorre, DID Director of Public Space; Rosemarie Durette, DID Accounting Manager/Office Administrator

2. Marketing Report

Joelle Kanter presented to the Board the marketing projects that she is working on.

The winter edition of the DID newsletter will be ready to mail by the end of the month.

Joelle met with Laura Mullen, our web designer, to discuss changes to the downtown website. These changes include an updated map, a real estate database and better ability for Joelle to make changes and updates quicker and easier.

The Rhode Island Spring Garden and Flower Show is being held February 19th through the 22nd. We have partnered with volunteers from Waterfire to have a booth at the show. Information regarding downtown will be available to hand out. This show is always well attended.

Work will be started on updated dining guides. The Providence Economic Development Partnership has contributed \$5000.00 towards to printing of the guides.

A press release will be going out covering the DID's fourth anniversary, which is on February 26th.

The Boston Redevelopment Agency and the Downtown Crossing Partnership are trying to get a business district in Boston. Recently a group from both organization came to Providence to get insight about the DID and how it works. The group was very impressed and hopes to use some of the DID's success as a basis for their new BID. Joelle will be issuing a press release regarding this meeting as well.

3. City of Providence Update

The Department of Public Works for the City of Providence has a commitment from the Mayor to spend \$10 million dollars for road repair. The hope is that the funding will come from the federal government's Economic Stimulus Plan. The City is also working with RIDOT to find additional funding if available. The DPW currently uses a pavement management system that determines where repairs are most needed based on several criteria. As funds become available, over the next eighteen months, this system will be utilized to get the most needed repairs done.

John Nickelson was asked about the City's snow removal policy. Because of the inordinate amount of snow this year, mounds of snow have piled up along streets and sidewalks. John informed the Board that snow can not be dumped in the river because of environmental issues and to dump in one area, such as parcel 12, a permit is needed from the Department of Environmental Management. At this time his department is doing what ever they can to keep roads and over pass sidewalks clear.

The representative from the City's Planning Department was unable to attend to give an update about the Downtown Circulator Project. A recent update was given to the Providence Foundation, so Dan Baudouin passed on the information from that meeting. The project would make Empire and Weybosset Streets two way streets.

Repaving and new traffic lights would be done on Dorrance and Washington Streets.

The Planning Department has been working with PPAC, who has received a \$950,000 grant to make improvements in front of their building. They have also been working with the state office historical preservation regarding moving the Comfort Station from its current location on Weybosset Street.

The City of Providence has allocated \$3.4 million dollars to this project. The State has been asked to fund the final \$800,000 to complete the project.

It will take approximately another year for final design, bidding and awarding the contract. Hopefully the construction phase of the project will start in Spring 2010.

Dan proposed that the Board pass a resolution in support of the project. Director Macliver motioned to accept the resolution. Director Lappin seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes.

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Therefore the motion passed.

Please see attached resolution.

4. Approval on the minutes of the January 22, 2009 meeting

Director Granoff motioned to approve the minutes from the January 22, 2009 board meeting. Director Macliver seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes.

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Therefore the motion passed.

5. Financial Report

Monthly Financial Reports

Steve Gibson presented the financials for January 2009. The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve.

The Statement of Operations shows a solid revenue position. Expenses for public space management were over for the month but over all expenditures are well below budget. The DID staff will be tracking the expenses to make sure they are within budget for the

coming months. Director Lapin motioned to accept the January 2009 financials as presented. Director Macliver seconded the motion, and a roll call vote was held as follows:

Director DiBattista yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Therefore the motion passed.

Due to recent personnel changes in the City's Tax Collector's Office a review of our collection policy was discussed. Rosemarie Durette has been in touch with the office and will notify the Board if any changes are necessary.

6. Report from Urban Place Consulting & Director of Public Spaces

Frank LaTorre updated the Board on the projects that he has been working on.

With funding secured the street name sign project is moving forward. The design of the signs will be same as the current signs, purple with white lettering designating the district. There will now be four districts: Financial, Douncity Art, Cathedral Square and Convention

Center. The goal is to have the majority of signs up by June 12, 2009.

The RIDOT sidewalk project is on track. The final plans need to be approved by the historical commission and then the project can go out to bid, planned for late March or early April. Planning has started for Phase two of the project, with projected bidding starting Spring 2010.

The hanging flower baskets are being delivered to Jacavone Garden Center. They will be up in mid-May. This year's plantings will include an additional 58 baskets around Burnside and Biltmore parks. Frank is currently speaking with RIPTA; it's possible that they will pay 80% of the capital cost for the baskets and maybe some additional planters in Kennedy Plaza.

The HRP is sponsoring state legislation that would increase the penalties for clubs that are caught serving underage patrons and a pilot program regarding soft closings.

7. Update on Possible Expansion of District

A meeting was held on February 17, 2009 with the key owners from the Capital Center. The plan is for the Capital Center to be a sub-district of the DID, with their own committee and budget and contributing to the DID overhead expenses. The owners attending the meeting are going to speak to the remaining owners. With the currently economic conditions it is possibly that the sub-district will

be formed but that services and payments will not start until January 2010. The matter is now up to the Capital Center owners to decide.

Representatives from Brown University and RISD have contact the DID about possibly expanding to South Main Street. A meeting is being held on February 19, 2009 and a report will be given at the next Board meeting.

8. Update on Administration and Management Alternatives

On February 17, 2009 there was a joint meeting of the DID and Providence Foundation Boards. Director Gagliardi report that there were four members from the Providence Foundation and five members from the DID in attendance. Both organization feel that they have a shared community and interests and would like stronger communications between the two. Another meeting is planned form March 17, 2009 to discuss further details.

9. Report from Block by Block

Frank Zammarelli report that all positions have been filled and both teams are currently fully staffed. He has been receiving a large amount of positive feed back from the community, especially regarding the teams work on removing snow from the traffic islands and handicapped ramps on the sidewalks. When there has been a break in the weather the clean team has taken out the power washer to remove graffiti, 45-50 large tags have been removed this winter.

10. Other Business

11. Adjournment

Director Gagliardi adjourned the meeting at 10:00a.m.

Respectfully submitted,

Rosemarie Durette

Accounting Manager/Office Administrator

RESOLUTION OF APPRECIATION

Be it resolved that on this day, the 19th day of February 2009, the Downtown Providence District Management Authority Board of Directors would like to express their support of the Downtown Circulator Project, and its appreciation to the City of Providence Planning Department for their continued efforts on behalf of this project. We would like to recognize the Department's diligent efforts in working with both the public and private entities to move this project forward. We believe the Downtown Circulator Project is essential to Downtown Providence, benefiting its residents, businesses and visitors alike.

Robert

Gagliardi

Chairman of

the Board