

Downtown Providence District Management Authority

Board of Directors meeting minutes

Thursday, March 18, 2010 8:30 a.m.

1. Roll Call

Director Gagliardi called the meeting to order at 8:40 a.m.

Directors present: Bert Crenca, Joseph DiBattista, Wendy Doyle-Spatcher, Robert Gagliardi, Susan LaPidus, Richard Lappin, John Macliver and Christopher Placco.

Ex-Officio Members present: Diana Burdett, Alan Chille and Lisa Paratore

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

2. City of Providence Update

Alix Ogden was unable to attend today's meeting. Frank LaTorre gave the City update as part of his report

3. Approval on the minutes of the February 18, 2010 Board meeting

Director DiBattista motioned to approve the minutes from the February 18, 2010 board meeting. Director Lappin seconded the motion, and a roll call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

4. Financial Report

Steve Gibson presented the financials for February 2010.

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 decrease in revenue due to the settlement agreement between the owners of the Westin property and the City regarding the new assessed value. Overall expenditures are below budget.

Director Placco motioned to accept the February 2010 financials as presented. Director Macliver seconded the motion, and a role call

vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

5. Leadership Council Joint Venture

A meeting of the Providence Foundation Executive Committee and the DID Board members that are part of the leadership Council is scheduled for April 7, 2010. At this meeting the final draft of the Economic Joint Venture Plan will be proposed and voted on. A report will be given to the full DID Board on April 15, 2010.

6. Report for Urban Place Consulting & Director of Public Space

Frank LaTorre updated the Board on the projects he is working on:

The brick sidewalk repair, a partnership between the City and the DID, will be done in 2010. The City has concerns about the vaults in the sidewalks and wants to inspect them before the project goes out to

bid. Nate Urso, from the City, has meetings scheduled with these property owners to inspect the vaults.

May 8, 2010 is the date for the first training session of the parking lot and garage attendants regarding the customer orientated parking program. The officer in charge of the parking enforcers is looking into the possibility of having his staff attend the training also.

The DID would like to partner with the City's Park Department to purchase new trash cans in and around Burnside and Biltmore Parks.

13 new receptacles will be purchased. Cost to the DID will be approximately \$4,900.

The HRP is monitoring a bill that is up at the General Assembly regarding clubs that have a license which allow patrons under the age of 21. The current bill would take away this license from establishments that have infractions of any existing laws.

7. Discussion on plans for the DID 5th Anniversary Celebration.

The event will be held at PPAC on April 28, 2010 starting at 5:30p.m. Sally Turner has been hired to handle the day to day details for this event. Video production is underway and should wrap up the first week of April. There are currently seven restaurants that have confirmed their participations, there maybe as more as the event gets closer.

Sally is arranging for press coverage of the event.

We now have four sponsors and will continue asking for other sponsors or donations.

8. Marketing Report

Plans are underway for the second annual Downtown Living Tour, which will be held on May 8, 2010. There are eight confirmed participants. Joelle is working on details to coordinate transportation between the venues. Director DiBattista has offered the use of his parking garage for free parking to anyone who attends the Tour. Director Placco asked Joelle to contact Johnson & Wales and inquire about using their shuttle buses.

The Chamber of Commerce business expo will start on May 4, 2010. The DID will have all updated material for this event.

The Arts and Business Council is looking for supporters of a comprehensive on line events calendar. Joelle is gathering further details. This calendar can link to our website, would be much more detailed and would not need to be manually updated.

9. Report from Block- By- Block

Due to lack of time, Frank Zammarelli gave to quick update on the stats. Everything is going smoothly as we head into the Spring.

10. Other Business

11. Adjournment

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

Respectfully submitted,

Rosemarie Durette

Accounting Manager/Office Administrator