

~ APPROVED ~

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

Thursday, June 16, 2011

1. Roll Call

Chairman Gagliardi called the meeting to order at 8:50 a.m.

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

Ex Officio Members present: Pleshette Mitchell, Lisa Paratore, David Pontarelli

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Director of Public Space; Robin Remy, DID Accounting Manager, and Frank Zammarelli, Block By Block Operations Manager.

2. Approval of the minutes for the May 19, 2011, meeting

Director Macliver motioned to approve the minutes from the May 19, 2011, Board meeting. Director LaPidus seconded the motion, and a roll call vote was held as follows:

Director DiBattista Abstained (absent from May 19 meeting)

Director Gagliardi Yes

Director Granoff Yes

Director LaPidus Yes

Director Lappin Yes

Director Macliver Yes

Director Placco Abstained (absent from May 19 meeting)

Therefore the motion passed.

3. City of Providence Update

Pleshette Mitchell announced the new ProvConnex website that offers 24-hour online assistance and information regarding the City of Providence services. The website is embedded in the providenceri.com official website.

David Pontarelli reviewed the status of items referred to the Dept. of Public Works since the May 19, 2011, DID board meeting. The collapsed sewer drain repair is in process and should be complete in two weeks. Paving on Weybosset and Exchange Streets is scheduled to kick off at the end of this construction season. Bill Bombard will pull this project out of the Emmett Square project and move it to the beginning of Phase 3. Bidding on Phase 3 is under way. Project can not be moved into Phase 2 due to funding restrictions. JR Pagliarini stated project would be completed “this year.”

The City is revamping the permitting process for dumpsters (residential and commercial), PODS, and licensed haulers that handle dumpsters. DPW is coordinating efforts with the new Sustainability Director.

Brick sidewalk repairs will begin on July 7. DPW has put the cobblestone painting project out to bid. Frank LaTorre is working with DPW and the City Forester to identify unusable tree wells and have them filled with concrete. Requests for parking sign repairs will be sent to Bill Bombard at DPW. David Pontarelli suggested that the DID, DPW, and the 1033 Union meet to discuss coordination of efforts.

Councilman Bryan Principe commended the DID's Clean and Safe program which has had a noticeable impact on the city. Bryan asked about having damaged skylights in the walkway to Waterfire replaced. David Pontarelli stated he would look into it.

4. Financial Report

Monthly Financial Reports

Robin Remy presented the financials for May 2011.

The Statement of Financial Position continues to show ample cash reserves for capital equipment replacement, assessment appeals, and two months of operating expenses. The Statement of Operations shows revenue to be slightly over budget and expenses to be

significantly under budget. The Collections Report was not presented this month; however, Ms. Remy reported a high collection percentage.

Director Macliver motioned to accept the May 2011 financials as presented, Director Placco 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

Director Placco Yes

Therefore the motion passed.

5. Fiscal Year 2012 Budget

Robin Remy and Dan Baudouin answered questions regarding the proposed Fiscal Year 2012 Budget that was presented at the Public Hearing. Director Granoff expressed dissatisfaction with the DID's method of assessing property owners and suggested we use a method that is more equitable, possibly square footage. Director Gagliardi requested that we research and evaluate alternate assessment methods during FY 2012.

Director DiBattista motioned to accept the Fiscal Year 2012 Budget as presented, Director Macliver seconded the motion, and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi Yes

Director Granoff Abstained

Director LaPidus Yes

Director Lappin Yes

Director Macliver Yes

Director Placco Yes

Therefore the motion passed.

6. Economic Development Joint Initiative

A petition supporting a bill to require City of Providence retirees to enroll in Medicare (and get off city-paid health insurance) was circulated the meeting attendees.

Directors discussed the need for competitive tax structure that supports business development and investment.

The State of RI is planning to appoint a commission to study development of old I-195 land. Directors expressed concerns that the commission may have complete authority to designate who can

purchase property. They are worried that the City will have no say on the panel and be unable to enforce city zoning codes.

7. Report from the Director of Public Space

Frank LaTorre met with Leo Perrotta on June 14, 2011, to discuss the new parking website, branding, and public awareness project. The Hospitality Resource Partnership met with all club owners; 100% of clubs will participate in the extended/staggered closings program that begins July 1, 2011. The DID will meet with the General Services Administration in June, and with the RI Convention Center in July, to continue the campaign for non-profit organizations to make voluntary contributions to the DID.

8. Marketing Report

Joelle Kanter reported on the progress of the new providencedowntown.com website, due to launch in mid-August. The site will feature an interactive map, calendar, and blogs. 2011 Dining Guides should be available by the end of June 2011. The wayfinding signage project has a tentative completion date of Spring 2012. The Providence Foundation has partnered with Providence Celebrates 375 Years to offer lunchtime walking tours on the second Thursday of each month.

9. Report from Block-By-Block

Frank Zammarelli reported that the newly-installed hanging baskets, planters, and ground plantings suffered only minor (\$120) damage

during the severe wind storm that hit Providence on June 8th. The Executive Director and staff of the Washington, DC, Golden Triangle Business Improvement District will be visiting Providence on June 16 & 17 to learn about our annual flower planting program.

10. Other business

A Nominating Committee was formed to begin the process of electing new officers. Committee members are Joe DiBattista, Dan Baudouin, Evan Granoff, and Diana Burdett.

11. Adjournment

The meeting was adjourned at 10:10 a.m.

Respectfully submitted,

Robin J. Remy

Accounting Manager, Downtown Improvement District