

APPROVED

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

Thursday, July 19, 2012

1. Roll Call

Chairman Lappin called the meeting to order 8:30 a.m. Dan Baudouin introduced Alison Izzi, the new Accounting Manager for the Downtown Improvement District.

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

Ex Officio Members present: Steve Durkee

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Director of Public Space; Alison Izzi, DID Accounting Manager; Lindsey Hahn, Cornish Associates; and Robin Remy, DID.

2. Approval of the minutes for the June 21, 2012, meeting

Director DiBattista motioned to approve the minutes from the June 21, 2012, Board meeting. Director Crenca seconded the motion, and a

roll call vote was held as follows:

Director Crenca Yes

Director DiBattista Yes

Director Gagliardi Abstained-Absent

Director Granoff Yes

Director LaPidus Yes

Director Lappin Yes

Director Macliver Yes

Director Placco Yes

Therefore the motion passed.

3. Financial Report

Robin Remy presented the financial reports for June 2012. Equity includes \$361,001 allocated/reserved and \$137,286 unallocated. Clean and Safe labor costs came in \$19,000 under budget. Cumulatively, over 99% of assessments have been collected.

Director Placco motioned to accept the June 2012 financials as presented, Director Macliver seconded the motion, and a roll call vote was held as follows:

Director Crenca Yes

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.

4. Election of Officers

The Nominating Committee presented the following recommendations for board officers for Fiscal Year 2013: Chair – Richard Lappin, Vice Chair – John Macliver, Secretary – Chris Placco,

Treasurer – Wendy Doyle-Spatcher.

Director Gagliardi motioned to accept the nominations, Director LaPidus seconded the motion, there being no other nominations, a roll call vote was held as follows:

Director Crenca Yes

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.

The Providence Foundation renewed the appointments of Evan Granoff and John Macliver for three-year terms. The City of

Providence appointment of Bert Crenca is in the process of being renewed. The board is working with Mayor Angel Taveras' office to appoint two new ex officio members; the DID has expressed a preference for a representative from the Department of Public Works.

5. Economic Development Joint Initiative

Dan Baudouin reported ten businesses have been interviewed for the office retention survey and invited board members to participate in interviewing. The board discussed the status of Amtrak's station and parking upgrades. The Providence Foundation and DID remain focused on three areas involving commercial taxes: future commercial tax rate reduction, tax classification law, and tax assessment appeal process. The board discussed whether there is a role for private sector leadership to work on economic development. Dan reported that Mayor Taveras and the Providence city council are focused on economic development. Dan stated the DID had submitted a formal proposal to the I-195 Commission to provide maintenance services to the I-195 Commission land. The DID is still working to expanding into the Capital Center; however, expansion into the Jewelry District is currently on the back burner.

Bob Gagliardi and Richard Lappin suggested the service road north of Franklin should be part of the city gateway beautification discussion.

Bob Gagliardi stated that revising the city's tax structure must get

support at the state level. He also reported that past strides with the permitting process are falling back. Joe DiBattista said there was a conflict between state and federal fire safety laws. Dan Baudouin and Steve Durkee discussed specific examples of problems with the permitting process. Director Gagliardi made a motion for the DID to send a letter to Mayor Taveras requesting his administration work on improving the permitting process, Director Placco seconded the motion, and a roll call vote was held as follows:

Director Crenca Yes

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.

6. Public Space Report

Frank LaTorre reported on the status of sidewalk repair work on Weybosset and Westminster from Dorrance to West Exchange. Frank stated he is putting constant pressure on Kate Wilson Hoffman of RIDOT, Nate Urso of Providence DPW, and Todd Brayton of Bryant Engineering. The project will possibly begin in 2013. Richard Lappin and Bauduoin are working on assessing the conditions of all sidewalks downtown. Frank LaTorre and VHB Engineering will work to ensure that the city and the DID have the same priorities.

Bert Crenca asked that the DID start educating our downtown councilmen about downtown needs ahead of time before the \$40MM road repair project begins. Steve Durkee stated he is against allocating any funds to councilmen for discretionary use in their wards.

Dan reported that Frank LaTorre is compiling an inventory of repairs needed for decorative lights/poles. They will be meeting with the mayor to address systematic issues with DPW and the high level of frustration encountered trying to have repairs made to sunken manholes, street signs, etc.

The Ordinance Committee is considering amendments that would, for the first time, require special use permits from the Zoning Board for a

nightclub to open in the downtown, in addition to getting an N-license from the Board of Licenses. The amendments then detail specifics for obtaining and maintaining a special use permit. It also defines the terms “nightclub” and “entertainment” in an ordinance. The Hospitality Resource Partnership has been lobbying for the passage of these amendments.

7. Marketing Report

Joelle Kanter reported continued work on updating the downtown and parking websites. The new downtown guides are being distributed to locations throughout the city. Dan Baudouin mentioned that DID staff will be publishing an annual report to highlight and document the year’s activities and accomplishments.

The Wayfinding Signage committee just received city funds to support further design efforts. The I-195 Commission has agreed to incorporate the downtown wayfinding signage designs into their area and will provide funding to the project. Manufacture of signs will begin in spring 2013.

8. Report from Block-By-Block

The Smart System data collection program is scheduled to be put into service sometime in August 2012. Steve Durkee asked about large-scale sidewalk washing. Richard Lappin will have Frank Zammarelli discuss this at the next board meeting.

9. August Meeting

DID Board of Directors agreed to cancel the August 16 board meeting.

10. Other Business

The board discussed problems related to inadequate communication of road closures with businesses, residents, and property owners. Bert Crenca reported the Coastway Bank mural will be installed autumn 2012. Passport magazine featured an article on Providence.

Bob Gagliardi addressed the board, "...something to think about over the remainder of the summer...We can manage the process, or we can lead the process...We need to brand the District...We need to make the DID become noticed and recognized as leaders of change in the city..."

11. Adjournment

The meeting was adjourned at 9:46 a.m.

Respectfully submitted,

Robin J. Remy

Downtown Improvement District