

Approved

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

July 18, 2013

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:30 a.m.

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

Ex Officio Members present: Leo Perrotta, Steve Durkee, Lt. Tim O'Hara

Guests: Major Tom Verdi, Tricia Carter and Patricia DeGrace, Hotel Providence and Jonathan Huyck, Grace Church

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, Director of Public Space, Alison Izzi, DID Accounting Manager, Frank Zammarelli, Block by Block Operations Manager

2. City of Providence Update

Major Tom Verdi introduced Lt. Tim O'Hara, who is replacing Lt. Mike Figueiredo as the District 1 Commander. Major Verdi stated that Lt. O'Hara will bring new energy to the position and will be great for the downtown. He will be working with Cpt. Lepre. Lt. O'Hara will be replacing Lt. Figueiredo on the DID board as an Ex Officio Member.

Frank LaTorre stated that public safety is still a big issue in the District but we are making great progress.

Dan Baudouin welcomed Lt. O'Hara.

Major Verdi stated that the park rangers now fall under the control of the Police Department. He added that there are currently 8 park rangers who will be under the uniformed division of the Police Department and they will mainly be used downtown for both day and night coverage. When they are downtown Lt. O'Hara will give them assignments. The downtown area will always be the central focus for the rangers. Major Verdi stated that Arctic Monkey, synthetic pot, is now illegal and the Providence Police are coming up with a strategy for dealing with this issue. Major Verdi reported that since the beginning of June 25 arrests have been made in the "hot spots" downtown.

3. Approval of the minutes from the June 20, 2013 Board Meeting

Director Chris Placco motioned to approve the minutes from the June 20, 2013 board meeting. Director John Macliver seconded the motion

and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi

Director LaPidus Yes

Yes

Director Lappin Yes

Director Macliver

Director Placco Yes

Yes

Therefore the motion passed.

4. Approval of the cancellation of the August 15, 2013 Board Meeting

Director Joe DeBattista motioned to cancel the August 15, 2013 Board Meeting. Director Bob Gagliardi seconded the motion and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi

Director LaPidus Yes

Yes

Director Lappin Yes

Director Macliver

Director Placco Yes

Yes

Therefore the motion passed.

5. Financial Report

Alison Izzi presented the financial statements for June 2013 and reported the conclusion of FY 2013 on June 30, 2013. Net income from operations for the year was better than budgeted by \$4,580. Block by Block was under budget for the year by approximately \$16,000 which was due primarily to an injured ambassador who was out on workers' compensation for 5 months. Collections for the 1st & 2nd quarters of 2013 are at 98%, 3rd quarter is at 93% and 4th quarter is at 91%. Collections procedures are ongoing. The new assessment

rates for 2014 are 0.00121719 (Zone 1), 0.00091533 (Zone 2), and revenue will remain neutral. The year-end audit has begun and will wrap up at the end of August. The audit report will be presented at the October 17, Board Meeting.

Director Bob Gagliardi motioned to accept the June 2013 financial statements, Director John Macliver seconded the motion, and a roll call vote was held as follows:

Director DiBattista Yes

Director Gagliardi

Director LaPidus Yes

Yes

Director Lappin Yes

Director Macliver

Director Placco Yes

Yes

Therefore the motion passed.

6. Report from the Director of Public Space

Frank LaTorre reported that the DID continues to help advance the ADA sidewalk project, street paving and street lighting project in the Financial District by lobbying and working with RIDOT, The City of Providence, VHB and Bryant Engineering. The DID has organized a second coordinating meeting of all parties to be held on July 24th. A project schedule has been produced and the plans are at the 30% approval stage, progressing to the 90% mark.

Work is ongoing regarding adding color and vibrancy to the downtown gateways with more plantings. Meetings continue with GLA to develop a plan for coordinating and synchronizing with other projects and for fundraising strategies. GLA is working with the DID to develop and execute a sustainable master plan.

With regard to the Hospitality Resource Partnership (HRP), Frank reported that with the HRP's urging, the City of Providence released a new "Best Practices Guide" for club employees, managers and owners. The guide was from the Department of Arts, Culture & Tourism and distributed by the commissioners' office.

The Downtown Security Network continues its efforts with the DID initiated "Downtown 100" which is a collaborative approach to dealing with chronic criminal offenders, the homeless and those with

mental disabilities in the downtown area and directing them to appropriate services.

Major Verdi agrees that there is a real issue with homeless in the District; there is need for medical treatment, long term housing, and food service. Frank LaTorre stated that role of the Police Department is instrumental in moving the initiative forward.

7. Marketing Report

Joelle Kanter reported on working with public relations consultant Lisa Carnevale to promote recent retail growth in downtown. She reported that the Downtown Living Tour has been rescheduled to Saturday, September 21, 2013. She is in the process of finalizing the list of participating properties and is preparing information about the event to be posted online. She reported working with NAIL to finalize the content and design of the bringyourcompanytolife.com website. The target launch date for the campaign is fall 2013.

8. Report from Block by Block

Frank Zammarelli reported flower theft is at an all-time low and graffiti is minimal. The flower selection for the planters will be reworked next to add more height to the planters. Safety has improved in the District as a result of the recent arrests. He reported that a safety ambassador was assaulted but not injured.

9. Economic Development and Other Matters

Dan Baudouin reported that there is an electric car charging station in the Biltmore Garage. He reported on the application and review process for tax credits including an upfront and nonrefundable 3% of cost of QREs. He reported on engaging the accounting firm of LGC&D to work with Alison Izzi, to develop a user friendly billing database for the DID using the City's new rates. With regard to the Capital Center efforts are ongoing to meet with Providence Place Mall management to determine their willingness to participate in the DID Capital Center expansion project.

10. Adjournment

The meeting was adjourned at 9:48 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District