

APPROVED

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

July 17, 2014

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:41 a.m.

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

Ex Officio Members present: Diana Burdett, Major Tom Verdi and Steve Durkee

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 and Frank Zammarelli, Block by Block Operations Manager.

2. Approval of the minutes from the June 19, 2014 meeting

Director Joe DiBattista motioned to approve the minutes from the

May 15, 2014 Board Meeting. Director Bob Gagliardi seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista Yes

Yes

Director Gagliardi

Director LaPidus Yes

Yes

Director Lappin Yes

Director Macliver Yes

Therefore the motion passed.

3. City of Providence

Lt. Tim O'Hara reported that The Providence Police Department will celebrate its 150th anniversary on August 5, 2014 at special Waterfire.

He reported that July so far has been busy with The Bolivian Fest, the Dominican Fest and the Foo Fest all taking place this month. The Kennedy Plaza relocation, which stretches from Steeple to Empire Streets has been a challenge for police, he currently has 2 car patrols and 2 bike patrols in the area. Lt. O'Hara also reported that the Park Rangers have been officially taken over by the Providence Police Department and have been staying downtown exclusively. They have been very helpful with story time in the park, the lunch market and the Burnside Music Series.

4. Financial Report

Alison Izzi presented the financial statements for June 2014 and provided a comparison of 2014 budgeted v. actual year-end figures. It was reported that FY 2014 will end the year in a better than budgeted position. Collections for FY 2014 are at 97%.

Director John Rupp motioned to accept the June 2014 financial statements, Director Joe DiBattista seconded the motion, and a roll call vote was held as follows:

Director Crenca

Director DiBattista Yes

Yes

Director Gagliardi

Director LaPidus Yes

Yes

Director Lappin Yes

Director Macliver Yes

Therefore the motion passed.

5. Report from the Director of Public Space

Frank LaTorre reported meeting with RIDOT on July 7th regarding the ADA sidewalk project. The project is scheduled to go out to bid in September but will not be awarded until the Federal Funding Transportation bill is passed. This remains a priority since the City

has committed \$600,000 to the project. Frank reported that the Gateway planting areas are now thriving and he will push RIDOT to do fence repair and tree pruning on Service Road. Sponsors are needed for 6 of the Gateway areas. Adopt-a-Spot is a good marketing opportunity for businesses since the gardens are located in high traffic areas.

6. Marketing Report

Joelle Kanter reported on the office attraction campaign. A lunch reception was held for brokers to celebrate the campaign's official launch. The new "Bring Your Company to Life" collateral print piece was distributed which was followed up with links for companies to share on their websites. Dan Baudouin appeared with Nick Kishy from Mojotech on WPRI's Executive Suite with Ted Nesi to promote the campaign. Discussions are underway for additional advertising in the fall.

The 2014 Business Directories are in the final design phase and will be printed and distributed prior to college students returning in the September.

One information kiosk has been updated with new photographs and map and the new material tested out. The remaining 5 kiosks will be installed next month.

7. Report from Block by Block

Frank Zammarelli reported that he is working on getting a total inventory for next year's flower order. This will be based on which plants are doing well and which are not doing well in each particular planting area. Gardens were planted and are being maintained at the 3 entrances to Burnside Park. Clean Team members are performing daily litter patrol and emptying the trash cans in Burnside Park. In the fall he will enhance the Gateway Gardens with trees, shrubs and bigger plants that provide more visibility.

8. Economic Development

Dan Baudouin reported that the \$35 million bond issue for the transit hub at Amtrak is on the ballot in the fall and must get approved. He presented a fact sheet that detailed the benefits of a transit hub and how it ties into the long term transit strategy which impacts Kennedy Plaza and the ability to create fabulous public spaces. It is essential to lobby to make this a statewide issue and get this bond passed.

9. Adjournment

The meeting was adjourned at 9:49 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District