

APPROVED

Downtown Providence District Management Authority Board of Directors Meeting Minutes March 19, 2015

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:35 AM.

Directors present: Bert Crenca, Joe DiBattista, Bob Gagliardi, Susan Lapidus, Richard Lappin, John Rupp, and Robert Taylor

Ex Officio Members present: Josh Heidenreich, Lt. Tim O'Hara, and Russ Ricci

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 and Jason Witham, Johnson & Wales University, Facilities Executive Director.

2. Approval of the minutes from the February 19, 2015 meeting

Director Bert Crenca motioned to approve the minutes from the February 19, 2015 board meeting. Director Bob Gagliardi seconded

the motion and a roll call vote was held as follows:

Director Crenca Yes

Director DiBattista

Director Gagliardi Yes

Yes

Director Lapidus

Director Lappin

Director Rupp

Director Taylor Yes

Yes

Yes

Yes

Therefore the motion passed.

3. Financial Report

Alison Izzi reported that collections for the first three quarters of FY 2015 are at 97%, 94% and 88%. All expenses are tracking at or slightly below budgeted amounts. Next month will begin the budget preparation process for FY 2016. A timeline of significant dates was discussed and included in the board packet. A draft budget will be presented at the May 21st board meeting with the final draft budget scheduled to be presented and voted on at the June 18 board meeting. The certified tax roll provided by the City Assessor's office will be available sometime in May.

Alison is also working with National Grid getting any street lights that are not currently working in the district repaired. Tim, Rondeau from National Grid, Customer Service, is working with the DID. Currently, 2/3 of the lights that were not working have been repaired. Monthly meetings are scheduled to monitor the progress and will continue until all lights are functioning as intended.

Director DiBattista motioned to accept the February 2015 financial statements, Director Rupp seconded the motion, and a roll call vote was held as follows:

Director Crenca Yes

Director DiBattista

Director Gagliardi Yes

Yes

Director Lapidus

Director Lappin

Director Rupp

Director Taylor Yes

Yes

Yes

Yes

Therefore the motion passed.

4. Report from the Director of Public Space

Frank LaTorre reported on several new city ordinances that have passed regarding spas. As a result of the new ordinances, one spa has been closed down in the district along with many others that

have been closed down citywide. Frank continues to meet regularly with the Downtown Security Network (DSN), the Downtown Safety & Outreach Collaborative (DSOC) and the Hospitality Resource Partnership (HRP). The Board of Licenses has appointed a new Chairperson, Rev. Jeff Williams. Rev. Williams replaces the former Chair, Johanna Harris, who will remain on the board. The RFPs for Clean & Safe services were mailed out with a deadline of March 31st. The contract will be discussed and voted on at the April board meeting. Frank reported on the Vision Project. The Visioning Committee, which includes Frank LaTorre, Bert Crenca & Yarrow Thorne, met to discuss trends that are happening in other DID's specifically focusing on creative streetscapes and the incorporation of art in infrastructure. Other possible projects discussed include the revitalization and beautification of alley ways such as Middle Street Alley.

5. Marketing Report

Joelle Kanter reported on the DID's 10th anniversary celebration which was held on March 3rd at the Providence Public Library. The event was a great success. Speakers included Mayor Jorge Elorza, City Council President Luis Aponte, Councilman Seth Yurdin, DID Chairman Richard Lappin, and DID Director of Public Space, Frank La Torre. Locally the event was covered by The Providence Journal and GoLocal Prov. Providence Monthly's March issue also included a feature, which was included in an International Downtown

Association (IDA) e-newsletter.

Joelle reported that the RPFs for the signage project have been sent out to 5 manufacturing companies. Bids are due by March 23, 2015. Joelle is working with marketing consultant, Jennifer Kroll, who has been contracted to help market downtown to start ups, young companies and the entrepreneurial community. The 2014/2015 downtown maps and guides will continue to be distributed over the next few weeks. More guides will be printed in June prior to the Providence International Arts Festival. To help fund the guides, as has been done in the past, a grant request will be made to the Providence Tourism Council and South Main Street merchants will be given the opportunity to be included in the guide for a fee. Joelle is also working on a ratepayer survey that will be sent out in May as part of the DID's e-Newsletter.

6. Economic Development

Dan Baudouin emphasized the importance of keeping pressure on the city council to keep the commercial tax rate frozen. Dan suggested presenting a case to the city council stressing the amount of services the downtown requires relative to the revenue it generates. He suggested mobilizing forces with the Providence Chamber of Commerce to get more property owners engaged and attending city council meetings to support the initiative. Dan commented on the Governor's budget. Stating that the budget has some aggressive

incentives that could help increase development in the district, including \$25M for the 195 Commission Fund, tax credits for new development and new construction, and tax credits for non-historic buildings that will be awarded by the Commerce Corporation Committee.

7. Other Business

Jason Witham, Johnson & Wales, Facilities Executive Director and new building project manager, reported on Johnson Wales newest construction project; a 70,000 sq. ft. building located at the corner of Chestnut and Friendship Streets which will house the University's School of Engineering and Design. It will be 3 floors, constructed in a "Z" shape and wrap around existing Johnson Hall. It will be a 14 month build out and will be completed by fall 2016. The site mobilization will take place on April 6th and ground breaking will take place on April 22nd. Dimeo Construction will be the project manager.

7. Adjournment

The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District