

APPROVED

Downtown Providence District Management Authority

Board of Directors Meeting Minutes

October 15, 2015

1. Roll Call

Chairman Richard Lappin called the meeting to order at 8:32 AM.

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

Ex Officio Members present: Josh Heidenreich, Lt. George Smith, Russ Ricci and Lisa Paratore

Others present: Dan Baudouin, Executive Director of The Providence Foundation; Joelle Kanter, The Providence Foundation Program Manager; Frank LaTorre, DID Senior Director, and Alison Izzi, DID Accounting Manager, Frank Zammarelli, Operations Manager.

2. Approval of the minutes from September 17, 2015 meeting

Director DiBattista motioned to approve the minutes from the September 17, 2015 board meeting. Director Rupp seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista

Director Durkee Yes

Yes

Yes

Director Gagliardi

Director Lappin

Director Lapidus

Director Rupp Yes

Yes

Yes

Therefore the motion passed.

3. City of Providence Update

Leo Perrotta reported that Washington Street may not be closed from Exchange to Memorial Boulevard for construction relating to vault repair as previously reported. The closure will affect traffic flow and bus routes in this high traffic area. Construction will be finished by spring 2016. Lt. George Smith reported that he continues to work on vagrancy and homeless issues on Fulton Street.

4. Report from Block by Block

Frank Zammarelli reported that the ambassadors have been working mainly on taking down the hanging baskets and emptying the planters and ground gardens. They have also been doing a high volume of pressure washing focusing primarily on Fulton Street, Arcade Alley, the financial district and Dorrance Street.

5. Financial Report

Alison Izzi presented the financial statements for September 2015. Collections for first quarter of FY 2016 are 92%. Ms. Izzi reported on a \$2,500 voluntary contribution received from the Providence Housing Authority and expenses in the amount of \$6,000 paid for the Downtown Living Tour and \$9,400 paid to Block by Block for additional labor hours related to clean & safety issues on Fulton Street. Ms. Izzi also reported working on 10 year trend analysis looking at assessment amounts paid in 2005 versus 2015. She is and is working with Richard Lappin and Dan Baudouin on this project.

Director Crenca motioned to approve the September financial statements. Director Rupp seconded the motion and a roll call vote was held as follows:

Director Crenca

Director DiBattista Yes

Yes

Director Durkee

Director Gagliardi

Director Lappin Yes

Yes

Yes

Director Lapidus

Director Rupp Yes

Yes

Therefore the motion passed.

6. Report from Senior Director

Frank LaTorre reported that the ADA sidewalk project is on track and construction should start this spring. Frank and Dan Baudouin presented "DID 101" to the I -195 Commission explaining the costs and benefits of forming a DID. Frank also met with Yvonne Graf, Acting Chief of Staff and Director of Legislative Affairs a City Hall and Sue Lapidus on changes to the noise ordinance. They will continue to work on changing the language in the ordinance which describes downtown as residential zone. Frank reported that the City of Providence Ordinance Committee will have a hearing on the proposed city wide smoking ban ordinance on Monday at 5 PM. The Providence Foundation voted in favor the smoking ban stating that it sends a message about being a healthy community. Smoking would still be legal on private property. Frank reported that there is an HRP (Hospitality Resource Partnership) meeting scheduled for October 22nd. One of the goals of the meeting will be to discuss the need for a nighttime economy manager position in City government.

7. Marketing Report

Joelle Kanter reported that the Downtown Living tour will take place

on Saturday, October 17th from 11 AM to 5 PM. AS220 will serve as the registration center, and the tour will highlight The 903, the Avalon at Center Place, the Conrad building, George C. Arnold building, Merchants Bank building, the Promenade, Providence G. Regency Plaza and two Westminster Lofts properties. Tickets are \$6 in advance and \$10 on site. Shuttles and Pedi cabs will be available to help visitors get from place to place. Proceeds will benefit the Providence Art Windows program, which is supported by the Providence Foundation.

Joelle reported that in addition to the \$2,500 that was received from the Providence Warwick Convention and Visitors Bureau for the wayfinding signage project, \$40,000 was received from the Providence Tourism Council. The total budget for signage manufacturing and installation is approximately \$245,000 of which more than \$200,000 has been raised. For additional funding, Joelle plans to apply for a grant through Commerce RI's Main Street Program.

8. Visioning Project

Frank LaTorre discussed prioritization of the proposed Visioning projects. He reported that alley projects are underway and he will be meeting with Bonnie Nickerson from the Planning Department to keep the City informed. There are plans for a conversion of Middle Street Alley and Adrian Hall way, which could include cleaning up and

adding lights and possibly working with another organization. Dan Baudouin asked the board to consider all the projects that were presented and rank from most important to least important. Steve Durkee added that trash and trash infrastructure needs to be an important part of the overall project. The Thayer Street DID revitalized Fones Alley and took over the role of trash handling. It was recommended that Fones Alley be used as a model for future trash plans in the district. There is \$10,000 in the 2016 budget for Visioning which will be used to draft a cohesive overall master plan.

9. Adjournment

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Alison Izzi

Accounting Manager

Downtown Improvement District