



## **Thayer Street District Management Authority Board of Directors Meeting**

Tuesday, March 3, 2020

### **MEETING MINUTES**

The Thayer Street District Management Authority (TSDMA) board meeting was called to order at 9:00AM.

#### **1. Roll Call**

Directors: Paul Griesinger, Chair; John Luipold; Joe Mardo; Alexis Kieving; Richard Dulgarian; Lauren Berk; Jason Sweeney and Donna Personeus, Executive Director

Absent: Albert Dahlberg

Ex officio members: Edward Bishop

Guests: Joseph Atchue, CBO Acting Director, Building Official City of Providence; Leo Perrotta, Parking Administrator City of Providence; Ed Small, Smart Hotels Group; Rob and Janice Smith, CBD American Shaman; Susan Mardo, Andreas; Philippe Maatouk, Andreas;

#### **2. Introduction of Joseph Atchue, CBO, Acting Director, Building Official City of Providence**

Ms. Personeus introduced Joseph Atchue, CBO, new Acting Director, Building Official City of Providence to the TSDMA Board. Mr. Atchue stated his department investigates, enforces zoning, signage, and building code violations. His goal is to work with the property owners to take care of issues before going to court. He also explained permit turnaround times are dependent on having all the documents in order at the time of submission. He asked Ms. Personeus to reach out to him with any issues on behalf of the District that needed to be addressed.

#### **3. Presentation of Parking Meter Report by Leo Perrotta, Parking Administrator City of Providence**

Mr. Perrotta provided the Board with several parking meter reports. He reported that people are changing how they pay for parking, more people are paying via cell phone. He mentioned that less funds are coming into the City from violations than from parking fees. He explained that culture is changing and new modes of paying has reduced complaints. When paying by cell with a credit card, the user gets a 15 min notice via phone. Users can also front load easy passes to use to pay meters. Mr. Perrotta mentioned that the most errors when using the cell app are user errors by putting in the wrong state or switching numbers during input. The City has been moving towards using more multi-space meters. They are more convenient and provide cell phone notifications that single meters do not. He noted that Thayer Street meters are at the top of the list for revenue generation. Board member, Ms. Berk asked to have Hope and Wickenden revisited for meters. Mr. Perrotta stated meters are based on demand for parking and those streets will be revisited if demand for parking increases. The main reason for meters is to create parking spot turnover. Mr. Mardo suggested that the first 15 mins should be free, people can run in to grab a cup of coffee in the morning. Mr. Perrotta said he would look into dynamic pricing, Boston is doing it with some success. He also said he could share zip code information with the TSDMA, which might be helpful in understanding where customers are coming from. Several Board members mentioned an increase in construction

trucks overstaying parking times on a regular basis. Mr. Perrotta said he would speak with the meterpeople and enforce.

#### **4. Discussion and Vote to Approve the Minutes from February 4, 2020**

Minutes from the February 4, 2020 meeting, presented by Ms. Personeus, were approved after a motion by Mr. Mardo, which was seconded by Mr Luipold.. The vote was unanimous.

#### **5. Discussion and Vote to Approve the Financial Reports as provided on March 3, 2020**

Financial Reports were presented March 3, 2020 by Ms. Personeus, and were approved after a motion by Mr. Luipold, which was seconded by Mr. Mardo. The vote was unanimous.

#### **6. Chairman Report**

Mr. Griesinger informed members that he had scheduled a meeting with Mr. Dahlberg, Mr. Luipold, Mr. Mardo, Mr Azar and Ms. Nickerson for March 9 to review infrastructure within the District and to discuss where funding sources would be available through grants and federal funding. He will report back to the Board on the outcome. Mr. Griesinger also mentioned that he had scheduled a follow up meeting with Mr. Luipold, Ms. Personeus, and Mr. Koech from Big Belly to review options to extend the Big Belly contract beyond 2020, and that he will report back at the next meeting.

#### **7. Executive Director Report**

Ms. Personeus emailed her Executive Director report on March 2, 2020 to each Board member.

Ms. Personeus mentioned the Board needs to make a decision on continued use of the parklet. She stated that she had asked Orion Red to inspect the parklet and provide an estimate on any repairs they recommend and would report back at the next meeting.

#### **8. Continued Discussion on Procurement Protocol and Vote**

Mr. Griesinger asked that the item continue to be on hold until he and Mr. Dahlberg had an opportunity to discuss further.

#### **9. Update on Geisser Engineering Report for the Holiday Skyline Lighting for 2020**

Ms. Personeus mentioned that she, Ms.Kieving and Ms. Fortunato had met to review getting help from the City to mount and light Holiday Lighting on the street using existing utility poles. Ms. Personeus will be following up with Ms. Fortunato. After review, the committee had determined that only two of the three snowflake street swags could be used due to their excess weight (estimated at 3x the weight stated by the manufacturer). Ms. Personeus stated that she had been speaking with Temple Design on the possibility of needing to return one of the snowflake street swags. She had not heard back from the owner at Temple Design before this meeting.

#### **10. Discussion and Vote on 2020 Thayer Street Calendar of Events**

Held for next meeting

#### **11. Merchant Report**

No update

#### **12. Other Business**

Mr. Small from Smart Hotels Group gave a brief presentation on the changes that had been made to their Angell Street Hotel design. He showed the Board the evolutions in design which included step backs from Angell, removal of outdoor seating, a reduction in keys from 130 to approx 115 and addition of balconies on the top floor suites. He stated they planned to re-engage with the City in April 2020.

There being no further business, the meeting was adjourned at 10:25 AM.