

**BRIDGEPORT DOWNTOWN SPECIAL SERVICES DISTRICT
BOARD OF COMMISSIONERS
July 8, 2026
Meeting Minutes**

The DSSD Board of Commissioners Meeting took place at the offices of the Bridgeport DSSD, 938 Broad Street, Bridgeport, CT 06604. In attendance were:

Commissioners

Callie Heilmann, Made in Bridgeport, Chair
Barbara Sreckovic, Downtown Resident, Vice Chair
Eric Gross, John Broadcannon, Treasurer
Jason Cohen, Bordentown DB, LLC, Secretary
Javier Ceja, Downtown Strategic Group
Alicia Cobb-Pharr, Downtown Resident
Gemeem Davis, Bridgeport Generation Now
Caarel Eaddy, Trefz Corporation
TJ Elgin, Friends of the Bridgeport Library
Jeremy Goun, 78 Elm, LLC
David lassogna, M&T Bank
Phil Pires, C & W Associates II
Tony Sherwood, Mighty 190, LLC
Andy Toledo, City of Bridgeport (Ex Officio)

Staff

Lauren Coakley Vincent, DSSD President
Charles Suarez-Penn, DSSD/SMG
Farian Vega, DSSD/SMG

Guests

Fred Frassinelli, AMS Real Estate
Ira Jacoby, Felner Corporation
Kathy Maher, The Barnum Museum

I. CALL TO ORDER

Chair Heilmann called the meeting to order at 4:02 p.m.

II. RECOGNITION OF GUESTS

Ms. Heilmann opened the meeting by welcoming guests Fred Frassinelli of AMS Real Estate, Ira Jacoby from the Felner Corporation, and Kathy Maher from The Barnum Museum.

Ms. Heilmann led the group through an orientation to what to expect in the monthly board meetings, what information can be found in the board packets sent out in advance of the meeting, and purpose and project summaries from each of the program committees, as well as about the Colorful Bridgeport marketing platform.

III. APPROVAL OF MINUTES

Commissioner Davis made a motion to approve the Minutes of the June 10, 2026, DSSD Board Meeting, as presented. Commissioner Sreckovic seconded the motion, and it was unanimously approved.

IV. TREASURER REPORT

Treasurer Gross provided an explanation of the May 31, 2026, financial report as provided by the bookkeeper. The Bridgeport DSSD ended the month of May 2026 with \$253,397 in assets, of which \$308,294 was cash spread across two bank accounts. Liabilities totaled \$103,959, encompassed by a mix of Accounts Payable, Refundable

Advances, and lease liability. Net Assets at the end of the month totaled \$149,438. The accrued revenue was \$703,399 – primarily City of Bridgeport tax payments. Expenses for the same period totaled \$788,612 – primarily related to streetscape maintenance and administration of the organization. Accrued expenses exceeded revenue for the period by \$85,213. Commissioner Ceja made a motion to approve the May 31, 2026, financial report. Commissioner Davis seconded the motion, and it was unanimously approved.

Mr. Gross then walked the group through the fiscal year 2027 budget narrative, explaining the planned sources of revenue, as well as programmatic and indirect expenses.

V. REPORT FROM THE CITY

Mr. Toledo provided updates on the date to restripe crosswalks at Lafayette Circle and the intersection of Main Street/Fairfield Avenue; the timeline to repave State Street, John Street, and other Downtown streets; and the exit of the City's Personnel Director, Eric Amado for the Town of Fairfield.

VI. PRESIDENT'S REPORT

DSSD President Lauren Coakley Vincent asked Downtown Safety Ambassador Fabian Vega to introduce himself to the group and provide an overview of his public safety responsibilities and goals for the role. Ms. Coakley Vincent then gave an overview of the Downtown Ambassador team's performance report for the month of June 2026, which reflected an increase in sanitation instances over the past month (9%) and from the same time the previous year (8%) due to fluctuations in alcohol containers and trash bags collected. The team saw a decrease in the amount of time devoted to beautification work from the previous month (10%) and from the same time period in the previous year (80%) due to the timing of beautification projects in the spring. The Public Safety category reflected an increase from the previous month (23%) and from the same month in the previous year (35%) due to instances of panhandling. Finally, there was an increase in the number of interactions in the Public Engagement category from the previous month (11%) and from the same month in the previous year (18%).

Ms. Coakley Vincent gave a recap of the success of the Summer Solstice Farmers Market and announced that the Downtown Farmers Market opening day was the following day. She also shared a summary of upcoming DSSD-led and supported events planned for the summer and fall, highlighting the Color Walks and Colorful Conversations. She then shared the hiring process and timeline for the Small Business Retention & Recruitment Manager.

VII. REPORTS OF STANDING & SPECIAL COMMITTEES

A. Executive

Ms. Heilmann reported on the Executive Committee meeting that was held on July 1, 2026. The Committee discussed the next steps for the proposal to continue with trash removal from sidewalk waste receptacles that was submitted to the City. The Committee then reviewed the draft hiring process and timeline. Finally, The

Committee set the agenda for this month's board meeting before reviewing Commissioner board meeting attendance over the last year.

B. Physical Conditions

Mr. Frassinelli reported on the Physical Conditions Committee meeting that was held on June 26, 2026. The Committee reviewed the status of the proposal to the City regarding trash removal from sidewalk waste receptacles. The Committee then discussed whether the Ambassador team should add tree trimming to their scope of responsibilities. Finally, the Committee provided recommendations for Colorful Crew beautification sites and volunteer project ideas.

C. Public Safety

Commissioner Iassogna reported on the Public Safety Committee meeting that was held on June 26, 2026. The Committee discussed the role of the new, full-time public safety ambassador, with special attention to their responsibilities in relation to building relationships with property managers, business owners, and the police department; as well as addressing quality of life concerns, including services for the unhoused population, loitering, and illegal parking.

D. Special Events and Marketing

Commissioner Cobb reported on the Special Events and Marketing Committee meeting that was held on July 7, 2026. The Committee reviewed the Colorful Bridgeport content from the past month and upcoming content for the summer. The Committee then reviewed a content series proposal for 60 Seconds in Downtown Bridgeport, which would showcase how to spend an hour, an afternoon, or an evening in the neighborhood. Finally, the Committee strategized vacant space activation ideas and temporary tenant types to target when the Business Retention & Recruitment Manager is hired.

E. Human Resources

Ms. Heilmann reported on the Human Resources Committee meeting that was held on July 2, 2026. The Committee set the timeline and milestones for the Business Retention & Recruitment manager hiring process. In addition, the Committee identified the key criteria to be used to evaluate candidate applications.

F. Additional Committee Overviews

Ms. Heilmann reported on the Elections Committee's scope and upcoming projects. Mr. Gross reported on the Finance Committee's scope and upcoming projects.

VIII. NEW BUSINESS

Ms. Heilmann encouraged the board to raise issues and discussion topics during the New Business section of each board meeting, noting that this was the space to address new areas that may be delegated for immediate action or referred to committees.

IX. ADJOURNMENT

Chair Heilmann called for the meeting to be adjourned at 4:48 p.m.