

Board of Management Meeting June 16, 2017 - 4:00 pm

Minutes

Board Members In Attendance:

Julio Batres – Gavidia: Chairperson, Tonny Barranca: Sec/Treasurer,
Ron Charbonneau, Joe Mrkalj, Amanda McKenzie, Joyce Morroco and Sal DiPietro

Conference Call: Lisa Thomas, Jim Diodati

Not in Attendance: Phil Ritchie, Carolynn Ioannoni, Steve Ichelson

Staff: Richard Gilbert – Project Manager

Guests: Ken Beaman, City Solicitor, Todd Harrison-Dir. Of Finance,
Bill Matson-Acting Clerk - other Matthew Aiello, Nemanja Kuntos

1. Welcome and overview of the Purpose of the Meeting: Julio Batres-Cavidia
Julio introduced the guests and indicated the purpose of the meeting was to discuss the importance of finalizing and submitting a 2017 budget to the City, as well as discussing governance issues.
Joyce Morocco indicated that staff were at the meeting to only discuss details pertaining to the finalizing of a draft 2017 budget that will be voted on at the BIA Annual Meeting as such the agenda was changed accordingly.
2. Financial Recommendations: Todd Harrison
Todd explained that once a BIA Budget has been approved by the membership it is submitted to the City Finance Department which in turn prepares the levy that is sent to property owners for payment. Normally, this is completed in February or March, regardless it must be submitted prior to the Council Meeting in July which this year is on July 11th. This means the approved budget must be submitted to the Director of Finance on or about June 28, 2017. If the budget is not received in time for the aforementioned Council meeting, there would be no levy and therefore no funds forthcoming from the City to finance BIA operations and programs.

Todd was asked if the budget could be submitted on June 29th since our annual meeting was set for June 28th, and he indicated that would be acceptable.

Todd was asked if it was possible to carry backwards expenses that dealt with issues from 2016, that were paid in 2017. He indicated there were several ways that could be achieved, depending on the interest of the Board. The example that was discussed was the loan repayment of \$25,000 which will be paid once the first levy remittance from the City has been received, and will be expensed in the 2016 budget. Julio and Tony will meet with auditor to discuss this in advance of the next Board Meeting.
3. Review of the 2017 Budget Recommendations: Julio Batres – Gavidia
Motion: To approve the 2017 BIA Budget as presented and discussed.
Moved by: Joyce Morocco Seconded by: Joe Mrkalj Carried
4. Motion to Adjourn:
Moved by: Tony Barranca Seconded by: Joyce Morocco Carried