

**MIDTOWN COMMUNITY BENEFITS DISTRICT MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES WEDNESDAY, MARCH 3, 2010
MICA Brown Center – Room 413
1301 W. Mount Royal Avenue – 6:30 pm**

Member's Present: Randall Carroll, Shannon Doolin, Keith Gilchrist, Adrian Harpool, Pamela Johnson, Steven Johnson, Michael Molla, Nick Mosby, Lat Naylor, Joseph Palumbo, Omari Patterson, Steven Shen, Paul Snyder, Carlo Van Grieken, Steven Cassard

Staff Present:

Peter Merles, District Administrator, Midtown Community Benefits District
Peggy Smallwood, Office Manager, Midtown Community Benefits District

Visitor's Present:

Anthony Jones, Community Liaison for Councilman Bill Cole
Michael Deets representing James Erny

Pamela Johnson calls meeting to order at 6:35 pm and calls for introduction.

Proposal for Consent Agenda

*Chair asks for approval of consent agenda as proposed at February's meeting.
Joe Palumbo motion to accept consent agenda.
Nat Laylor seconded motion.
8 votes in favor, 3 votes opposed. Majority in favor. Motion passes.*

Peter Merles, District Administrator's Report

Report distributed prior to meeting and copies are on file at the MCBF office in the minutes binder.

*Omari Patterson motion to accept District Administrator's report as presented.
Adrian Harpool seconded motion. All in favor. Motion passes.*

Approval of Minutes

*Omari Patterson motion to accept minutes as presented.
All in favor. Motion passes.*

Committee Reports

Joseph Palumbo, Public Safety

- Committee met and discussed Lighting Pilot Project.
- With a projection of additional income for FY 2011, the off duty officers patrol will increase from 2 days to 3 days a week.
- The Public Safety Committee will collaborate with the Operations Committee on obtaining funding for the camera project. The pilot program projected cost could range between \$1.5 to \$1.8 million dollars. The cost would include cameras and emergency call boxes.
- Next Public Safety meeting will be held on Wednesday, March 10th.

Steve Johnson, Budget & Finance Committee

- To date \$900,000 of the FY 2010 budget has been received.
- Spending is less than projected.
- High and Low expenditure lines reviewed and discussed.

Joseph Palumbo suggests moving approval of FY 2011 Budget as last item on the agenda. Chair agrees.

Adrian Harpool, Personnel

- Personnel Committee met on Monday, March 1st to discuss the elimination of the receptionist position and adding a new administrative assistant position. Job description passed out for board review.
- 30 day notification will be given to the employee currently serving as receptionist and the employee will be given the opportunity to apply for the new position.
- Severance pay will be paid according to the guidelines outlined in the employee handbook.
- Advertisement and interviewing will begin after board's approval to fill position by July 1st.

Point of order: Joe Palumbo asks who was present at committee meeting. Adrian Harpool indicated those present was him, Peter Merles, Randy Carroll, Peggy Smallwood and Pat Mikos. *Adrian Harpool motion for approval and funding from the board for the new administrative assistant position. All in favor. Motion passes.*

Approval of Additional Committee Appointments

Proposed 2010 Committee Assignment chart distributed at the meeting and copies are on file at the MCB D office in the minutes binder.

Operations Committee

Committee members are Steven Shen, Chair, Paul Synder, Carlo Van Grieken, Lat Naylor, Nick Mosby, James Erny, Juanita Curtis, Steve Cassard, Keith Gilchrist, Randy Anderson, Tim Milner

Omari Patterson motion to accept Operations Committee as presented

Steven Johnson seconded motion.

All in favor. Motion passes.

Outreach, Communications and Marketing Committee

Committee members are Adrian Harpool, Chair, Shannon Doolin, Co-Chair, Randy Carroll, Juanita Curits, Keith Gilchrist, Lat Naylor, Carlo Van Grieken

Joe Palumbo motion to accept Outreach, Communications and Marketing Committee as presented. All in favor. Motion passes.

Governance and Nominations Committee

Committee members are Omari Patterson, Chair, Steven Shen, Joe Palumbo, Bill Cole, Steve Cassard, Saundra Harley, Josette Sykes, Bolton Hill rep to be determined.

Adrian Harpool motion to accept Governance and Nominations committee as presented

Randy Carroll seconded motion.

Omari Patterson amends motion to add Joe Palumbo as interim representative for Bolton Hill.

Shannon Doolin seconded motion. All in favor. Motion passes.

Point of order: After agreement and vote on the motion, Omari Patterson makes a point that the first motion was not moved.

Chair asks for recap of motion on the table.

Motion on table: Adrian Harpool motion to accept Governance and Nominations Committee as presented. Randy Carroll seconded motion.

After clarification, Chair asks for vote to accept motion.

All in favor. Motion passes.

Joseph Palumbo, Public Safety

Chair asks for an update on non-board members and if any had responded with their intent to participate on the committee. After discussion Joe Palumbo, Chair indicated that he would reach out

to the individuals and update the board at the next meeting. It was determined that Tony Savage, States Attorney's Office did respond and indicated that he would participate on the committee.

*Joe Palumbo motion to add Tony Savage to Public Safety Committee
All in favor. Motion passes.*

Steve Johnson, Preliminary approval of FY 2011 Budget

Proposed budget for FY 2011 distributed at the meeting and copies are on file at the MCBD office in the minutes binder.

- Board reviewed FY 2011 budget proposal. Comparison of FY 2010 and 2011 budget lines. Low and high expenditure line items discussed.
- FY 2011 shows an overage that will be applied to the Public Safety Line adding 50% more funding for increase in Off Duty Police payroll.
- Joe Palumbo asks for clarity of performance bonuses. After discussion it was recommended that the Personnel Committee review the process for performance increases and report back to the board.

Omari Patterson motion to accept the budget as presented and present at the Spring Town Hall Meeting. Joe Palumbo seconded motion. All in favor. Motion passes.

Neighborhood News

- Healthy Neighborhoods has applied for Neighborhood Stabilization Grant. \$5.6 million will be targeted for rehabbing in Reservoir Hill.
- An additional \$450,000 will be allocated in connection with Healthy Neighborhoods and Goldesker Foundation within targeted neighborhoods for outreach services.
- Special thanks to Mike Schechter for snow plowing Hunter alley and the MCBD parking lot and also providing garage space.
- Off Duty Police officers are requesting more accessibility to Segways and to charge after use.
- Juanita Curtis will consult with Steve Shen on CHAP and parking issues for Madison South.

Adjournment

*Michael Molla motion to adjourn
Carlo Van Grieken seconded motion
Meeting adjourned*