

## **DLDC BOARD OF DIRECTORS MEETING- June 27, 2012**

**Present:** Mayor Anthony J. Dolce, Tim Gornikiewicz, Lacy Lawrence, Steve Neratko, Nicole Waite, Ginger Pokoj, Shannon Solares, Judy Lockett, James Muscato, Stephanie Kiyak, Rosemary Banach, Andy Gonzalez, and Richard Halas. Also present was Ron Szot and Tony Gugino.

**Absent:** Mark Woods, Jaime Rodriguez, and Joe Becerra.

Meeting was called to order by Steve Neratko at 11:04 AM, located in the Mayor's Conference Room.

**Reading of Minutes of preceding minutes:** Shannon Solares made a motion to accept prior minutes of April 19, 2012, seconded by Judy Presutti. Carried, all voting aye.

**Reports of Committees:** Update on festivals report by Tim Gornikiewicz. Income report, projected income, expenses, projected expenses were all dispensed and up to current date. Tim Gornikiewicz expected to break out even, with a little ahead. A small percentage was used from city in previous years, unlike this year. Steve Neratko mentioned they were looking to utilize extra for a bigger and better beach bash.

Governance Committee recommendations were presented by Steph Kiyak. ABO Online Board Member Training, new appointees be considered by Governance Committee, policy/procedural changes informed to Governance Committee, Bylaws include a time specific limit for the Board to meet, a policy/procedure be made for loan applications, and data of each loan be provided to all members of DLDC each meeting.

Nicole Waite explained she has been researching all requirements that will be needed to complete in order to file our Public Authorities Report for the year. Acknowledgement of Fiduciary Duty every board member should be signed for every new term. Public Authority Mission Statements and Measurement Reports are required. A mission statement needs to be created and then annually reviewed. It was decided to use our purposes/ from our bylaws. Performance goals need to be created and should be evaluated annually. Executive committee will look over mission statement and performance measurements and give recommendations at the next meeting. Confidential evaluation forms should be filled out annually. Governance committee should be collecting and then handed into ABO. It was decided to take this home and fill out. Any concerns or questions could be presented at the next meeting.

**Officer Reports:** Tim Gornikiewicz gave his Treasurer's Report. \$3,671 needs to be transferred to HUD then into CDBG. Currently we don't have this amount in our

checking account in order to do so. Steve Neratko spoke briefly about why this is the current situation. He mentioned some concerns were mentioned from our auditor in regards to City and DLDC funding needing to be separated. In the past city had been used when funding was low in order to pay bills. Steve Neratko mentioned a couple of bills that have arisen explaining one in particular; Brian Burke did environmental research/reports on the Flickinger Building under the assumption of reimbursement. It was decided that past resolutions should be reviewed to see if the board had made any authorization in the past in regards to this service as well as a reimbursement agreement. Also to find out if there is a copy of a contract and what it entails. Tim Gornikiewicz then resumed suggesting that a solution to this low funding is to have a specific line in our city budget for DLDC. He said since DLDC is a sub precipitant of CDBG funds we can have some admin and operating costs out of that, but our action plans does specify what it can be used for, although this can be amended. He expressed this process could take some time before we have funds. The city has to have a separate line designated towards DLDC to pull from. Nicole Waite and Tim Gornikiewicz are working on finding out amounts in total in order to properly plan for this. Shannon Solares asked for a more detailed ledger of deposits and withdrawals.

**Old/Unfinished Business:** Financial Review/Loan Portfolio Review. Tim Gornikiewicz stated Rookies Sports Bar paid up to date. Steve Neratko said Chautauqua Woods is interested in restarting payments this September. Enviroteknix has been sent multiple letters and phone calls and we have not received any response. There were some payments made from the Enviroteknix last year. Enviroteknix was an employee of the city and therefore used that towards it's DLDC balance. A meeting will be scheduled with all delinquent accounts. Steve Neratko mentioned he has checked with the county to see which liens have been filed from the past and was told only one had been.

Richard Halas made a motion to go into executive session. Andy Gonzalez seconded it.

#### **EXECUTIVE SESSION**

Shannon Solares made a motion to come out of executive session. Rosemary Banach seconded it.

Paradise Fence and Flag is another company we have not had a response from numerous attempts.

Rosemary Banach made a motion to proceed with legal action towards Paradise. Andy Gonzalez seconded it. Carried, all voting aye.

James Muscato made a motion to accept repayments from Chautauqua Woods beginning September 1, 2012. Judy Presutti seconded it. Carried, all voting aye.

Rosemary Banach made a motion to look further into Peyin's Deli. Andy Gonzalez seconded it. Carried, carried all voting aye.

Steve Neratko advised to use Multi-Agency Loan Fund Application for future use. It was decided to look over and discuss at the next meeting.

Stephanie Kiyak made a motion to adjourn at 1:20 PM. Andy Gonzalez seconded it. Carried, all voting aye.