

BUDGET AND PERSONNEL COMMITTEE MINUTES

JUNE 12, 2008 @7 PM

ATTENDANCE: Signing sheet on file

ITEM #1: PERSONNEL

After 6 months on the job, and with the assistance of the Chairman of the Community Board #7 (CB7), Gregory Faulkner, there is a performance evaluation of the new District Manager (DM), Fernando Tirado.

Based on the cited performance evaluation and according to the offer/engagement letter of employment, the DM's salary will be adjusted.

ITEM #2: OPERATIONAL BUDGET FOR FISCAL YEAR 2008

A review of the current Operations Budget for Fiscal Year 2008, which ends on June 30, 2008, was made and based on a projected surplus on Other Than Personnel Expenses, it was approved that the DM will continue purchasing necessary furniture, office supplies and other items in order to spend all available monies.

ITEM #3: CAPITAL AND EXPENSE BUDGET FOR FISCAL YEAR 2010.

In order to begin the process of establishing the Capital and Expense Budget needs and priorities of CB7 for Fiscal Year 2010 (July 1, 2009 – June 30, 2010), and following the Budget Process Timetable for Community Boards, during the months of June and July, the DM will request and review from the 14 major city agencies their current level of service delivery and resources for CB7, along with budget needs and the funding of programs and projects.

The 14 major city agencies to be consulted are the Departments for the Aging, Buildings, Small Business Services, Economic Development, Environmental Protection, Fire, Homeless Services, Housing Preservation and Development, Parks and Recreation, Police, Sanitation, Transportation, and the Human Resources Administration.

Also, during the months of June and July, the DM will mail to each Board member a blank form of the Community Board Service Program Rankings. On this form, each Board member will indicate her/his priority of services to the community by ranking 85 programs provided by 24 city agencies.

By August, and as a result of the reviews and consultations made with the major 14 city agencies, CB7 will submit to the Department of City Planning its District Needs Statements for Fiscal Year 2010.

By late October, CB7 will officially submit its Capital and Expense Budget request for Fiscal Year 2010 to the Office of Management and Budget, along with the results of the Community Board Service Program Rankings.

The meeting ended at 9:20 PM

Respectfully submitted by:

Hector Lopez Ballesteros, Esq.
Chairman, Budget and Personnel Committee