

## **Lark Street BID Board Meeting Minutes October 30, 2006**

**Attendance:** Blair Maddy, Brienne Fretto, Lucy Prudencio, Richard Conti, John DeJohn, James Linnan, Jeff Gritsavage, Brad Junco, Maude Baum  
**Excused:** Jeffrey Gordon, Rob Curry, Jerry Aumand  
**Absent:** Theresa Kellom, Joe Rabito  
**Staff:** Fredd Brewer  
**Guests:** Matt Montesano, APD

The meeting commenced at approximately 5:40 PM.

There was not a quorum present.

At approximately 6:20 PM there was a quorum present and Jeff Gritsavage motioned to accept the September 26, 2006 minutes. James Linnan seconded. All present board members were in favor, the motion passed.

Blair Maddy directed the Board to review the revised LARKfest 2006 Financial Statement and LARKfest Wrap-Up Meeting minutes included in the Board packet.

### **Champagne on the Park Financial Statement:**

- Blair reviewed the financial statement. In summary, the event only raised about half the funds that were budgeted. Blair felt the event was successful in a number of ways and hopes that the expectations of the event have been raised as a result.
- Jim Linnan asked Fredd to give his opinion on the revenue shortfalls for the event. Fredd explained that the budget for the event was adopted in advance of planning to partner with the Washington Park Conservancy. It was clear in advance of the event that it would be difficult to hit the revenue projections, but Fredd remained hopeful that the expanded mailing list would boost the Honorary Committee donations and ticket sales more significantly than it did.
- John DeJohn feels that the Board should revisit the scheduling of the Champagne on the Park; and that moving it from Thursday to Friday may have had a significant impact on the event attendance.

### **2006 YTD Financial Statement and EOY Projection:**

#### **Maintenance and Repairs Expenses**

- In reviewing the financial report, John DeJohn asked if there were maintenance/repair costs that should be reimbursed by ALDC. None of the costs in that expense category are the present responsibility of ALDC.
- Jim Linnan announced that ALDC is working towards getting 245 Lark Street off of their balance sheets and assisting the BID in finding a more appropriate location. ALDC no longer wants to carry projects on their balance sheet that aren't performing. There is a tremendous amount of deferred maintenance on the property.
- John DeJohn suggested locating a landlord to donate space to the BID to use as an office. Jim Linnan pointed out that there needs to be a significant amount of storage space available as part of any relocation option.

It was decided that a discussion of the future of 245 Lark Street and the relocation of the BID Offices would be tabled until another meeting.

**Utility Expenses:**

It is projected that the BID will only require half the funds budgeted for utilities in 2006.

**Total Revenue:**

It is projected that total revenues for 2006 will exceed budget expectations by \$5,000

**Summary:**

The BID is projected to end 2006 with approximately \$8,000 in the bank. The Board discussed the possibility of setting this money aside to deal with unexpected situations in the upcoming year.

**2007 Draft Operating Budget:**

The Board was presented with a worksheet describing the revenue and expenses for each of the BID's program areas; and asked to provide feedback. There is an approximately \$17,000 revenue surplus listed on the worksheet. A revised Draft Operating Budget will be distributed at the November 27<sup>th</sup> Board Meeting to be voted on.

**Washington Park Concert Series:**

- The inclusion of the 2007 Washington Park Concert Series as part of our Special Events and Promotions Program almost doubles the Operating Budget of the organization (from 175K to 325K), as well as represents a significant shift from approximately 40% to 70% of our revenue coming from BID events over the course of the year.
- The Board does not anticipate a negative response to this as there will be no decrease in other services, no additional street closings and our membership, commercial and residential, will receive incidental benefit.
- There was another discussion of the distribution of the net profit from the concert series (50% to Maura Gannon as the consultant, 30% to the BID and 20% to various non-profits within the BID boundaries for arts and education programs).
- Jim Linnan announced that the Upstate Artists Guild will not be one of the beneficiaries, and the grant application has been amended. eba Theater Lark Street Arts Center and the Boys and Girls Club of Albany are still listed as organizations who will share in the 20% net profit.
- Richard Conti expressed concern over including the \$150,000 in projected revenue from the concert series in the 2007 Operating Budget.
- Jim Linnan stated that Maura Gannon only included 2 of 3 grant applications she has submitted in her revenue estimate, leaving potential for additional grant revenue.
- The additional expenses of "rain-outs" and event insurance were discussed as well as how these contingencies were accounted for in the present Washington Park Concert Series Budget.

**Street Maintenance:**

- John DeJohn proposed the idea of purchasing a street cleaning machine (not sidewalk). Maude cautioned against relearning the same lessons the "Green Machine" taught us. John will research various types of equipment that may be appropriate and make a presentation to the Board sometime next year.
- Richard Conti proposed the idea of having the street cleaning schedule altered so that it followed the weekend.

- Jeff Gritsavage mentioned that parked cars are a street cleaning issue. The garbage left behind on a weekly basis when the street cleaner has to maneuver around illegally parked cars is terrible for the neighborhood. Even though parking tickets are issued, this does not seem to be enough of a deterrent.

**Summary:**

A version of the 2007 Draft Operating Budget will be redistributed without the Washington Park Concert Series revenue and expense categories. The vote in November will be to approve this budget; with the budget including the concert series to be adopted as a contingency budget should the anticipated grants be received.

**Other Business**

Blair Maddy reiterated the importance of each Board Member filling out and returning the Board Meeting Time Survey as soon as possible. The results from this survey will be reviewed by the Board to possibly choose a new meeting day & time.

Matt Montesano, APD, gave a brief overview of the reorganization of the Albany Police Department. Blair asked if it would be possible to get an org chart for the new chain of command. Matt will try to provide one once it is available. The Community Police council is temporarily on hold during the reorganization process.

Blair Maddy announced that a committee has been formed to review the annual BID Special Tax Assessment and the procedure used for determining it. This is in preparation for submitting our "bill" to the City Tax Assessors Office in early/mid-December.

Richard warned the Board that the city's assessable tax base was probably going to decrease this year. It was the general consensus of the Board Members present to keep the same assessment rate as established in 2005. Jim Linnan commended Blair for bringing this matter to the Boards attention in a timely manner.

Lucy motioned to adjourn the meeting. Richard seconded. The meeting was adjourned at approximately 7 PM.