RUTLAND REDEVELOPMENT AUTHORITY
CITY OF RUTLAND
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Regular Meeting / May 26, 2015
Minutes

Attendance: Claus Bartenstein, Mike Gauthier, Dave Cooper, Brennan Duffy, Matt Bloomer, Ed Clark, Stephanie Romeo and Wendy Wilton.

Also attending: Mike Coppinger, Chris Ettori, and Lyz Tomsuden, Downtown Rutland Partnership.

Absent: Barbara Spaulding and Israel Mac.

I. The meeting was called to order at 8:00 am.

II. Agenda Additions/Deletions – None.

III. Ed moved to approve the minutes of May 12, 2015. Stephanie seconded. Motion was approved.

IV. No one from the public was in attendance to address the Board.

V. Ed moved to authorize Dave to sign the warrant for payment of Fund 800 expenses totaling $2,874.86 and recommend to the Board of Finance payment of Fund 100 expenses totaling $6,206.00. Mike seconded. Motion was approved.

VI. DRP FY16 Budget Discussion – Mike Coppinger presented the DRP Work Plan & Budget Overview for 7/1/15-6/30/16. He reported that the DRP reduced its staff by 1 and has begun outsourcing bookkeeping services; salaries increased 2.5 to 2.75% over the past year and the DRP is looking to implement a revolving loan fund.

The RLF would be administered by the City but there are several items outstanding that need to be satisfied before the City agrees to run the fund including the City has to control the funds and the funds are considered City funds at that point. The initial funding would be $25K from GMP with $20k being loaned upon implementation. The balance of GMP funds could be utilized by the RLF if additional opportunities arose.

The DRP is looking to increase their budget by $15k annually from the RRA. There was discussion on the fact that the DRP and RRA are level funded for the next few years and the DRP may have to find additional resources through grants, sponsorships, fundraisers etc. Discussion continued regarding reductions to DRP programming if the $15k was not funded and the RRA's issues with the time frame for repayment of the Maples Loan and how it affects the RRA's budget in coming years. Chris Ettori was asked to provide the DRP comparative budget information for

the past six years. RRA members will review, digest and provide questions and comments on the Work Plan and Budget to Brennan by end of day June 4 for Mike Coppinger to address on June 9.

VII. Brennan provided the following project updates:

VT Business Expo – The Expo was well attended by Rutland City businesses. The message was well received.

VIII. DRP Update: The DRP Annual Meeting is scheduled for June 2 at 8 am with Stephanie and Brennan to attend.

IX. New Business:

2016 Vacation – Brennan discussed granting Barbara the use of un-accrued 2016 vacation in the month of May to cover her personal needs. Wendy moved to approve and Ed seconded. Motion was approved.

Brennan discussed his unused vacation time and whether he can use it prior to July 1 or could the unused portion be rolled over to the next fiscal year. Wendy moved to approve the carryover of Brennan's vacation time and Ed seconded. Motion was approved.

Discussion followed regarding a need for general discussion and policy implementation for vacation time.

Treasurer's Report 4/30/15 Period 10 - Wendy will present the treasurer's report at the next meeting but stated that all is good except for the drop in the Grant List.

RRA FY16 Budget – The RRA FY16 Budget will be presented on June 9 for initial review.

X. It was moved and seconded to adjourn. Motion was approved. The meeting ended at 9:30 am.

These minutes approved this ____ day of _____, 2015.

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Israel Mac, Secretary