

**CIVIC CENTER MONROE COUNTY
BOARD OF DIRECTORS
MEETING MINUTES
October 20, 2016**

Place: Watts Conference Center
Fitzhugh Street
Rochester, New York

Board Present: Robert Burns; Jennifer Kusse; Anthony Feroce, Dawn Staub

Others Present: Richard Bell, Marilyn Pettinger.

1. CALL TO ORDER

Attendance was taken and the meeting was called to order by Jennifer Kusse at 9:01 a.m.

2. PUBLICATION OF MEETING

Notification of the meeting was published in the Rochester Business Journal on August 26, 2016.

3. ANNOUNCEMENT OF NEW BOARD MEMBER

Jennifer Kusse announced the appointment of Dawn Staub as a Board Member replacing David Moore.

4. PUBLIC COMMENT PERIOD

There were no comments from the public.

5. ELECTION OF OFFICERS

(a) A motion was made by Jennifer Kusse and seconded by Dawn Staub to elect Robert Burns as President and Treasurer of the LDC. Mr. Burns abstained from voting and the motion passed unanimously.

6. COMMITTEE APPOINTMENTS

A motion was made by Jennifer Kusse and seconded by Robert Burns to elect the following slate of committee appointments.

(a) Governance: Robert Burns, Chair; Jennifer Kusse, Dawn Staub and Anthony Feroce;

(b) Audit: Jennifer Kusse, Chair; Dawn Staub, Robert Burns and Anthony Feroce;

(c) Finance: Anthony Feroce, Chair; Dawn Staub, Robert Burns and Jennifer Kusse.

The motion passed unanimously.

7. APPROVAL OF PREVIOUS MEETING AND SPECIAL MEETING MINUTES

A motion was made by Jennifer Kusse and seconded by Dawn Staub to approve the previous minutes and special minutes. The motion passed unanimously.

8. RECESS FOR COMMITTEE MEETINGS

The Board recessed at 9:07 a.m. for committee meetings.

9. RECONVENE

The full Board reconvened at 9:13 a.m.

10. REPORT FROM MANAGEMENT

(a) Mr. Bell provided the Board with up-to-date garage and lot revenues.

(b) Mr. Bell advised the Board of the small rate increase for the Civic Center Garage, with daily rates increasing from \$8 to \$10 per day, concert rates increasing from \$10 to \$15 per event and sporting events increasing from \$8 to \$10 per event. Mr. Bell indicated that these rates were comparable with rates being charged by other garages in the City.

(c) Mr. Bell indicated that DHD Ventures, the developer of the Terminal Building had entered into a contract with MAPCO to designate 56 spaces in the Civic Center Garage to be utilized by its tenants for overnight hours only, resulting in additional revenue of approximately \$54,000 per year.

11. REPORT FROM COUNSEL

Nothing to report.

12. AUDIT COMMITTEE REPORT

Jennifer Kusse reported that the Committee met, approved its minutes and announced that preliminary audit work would commence in November and December 2016.

13. FINANCE COMMITTEE REPORT

Chairman Tony Feroce reported that the Committee reviewed budget-to-actual report and made a recommendation to adopt the 2017 budget. A motion was made by Jennifer Kusse and seconded by Dawn Staub to adopt the 2017 budget. The motion passed unanimously.

14. GOVERNANCE COMMITTEE REPORT

Mr. Burns reported that the Committee met, approved its minutes and had no further business.

15. REVISED DESIGNATIONS

A motion was made by Jennifer Kusse and seconded by Dawn Staub to designate Robert Burns and Richard Bell as Contracting Officers for the LDC. Mr. Burns abstained from voting and the motion passed unanimously.

16. CONTRACTS

Nothing to report.

17. MEETING DATES

The January meeting will be held on January 19, 2017 at 9:00 a.m.

18. OTHER BUSINESS

There was no other business before the Board.

19. ADJOURNMENT

A motion was made by Jennifer Kusse and seconded by Dawn Staub to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 9:21 a.m.