



**VISION:** We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.  
**MISSION:** To provide effective operations of the city through collaboration of members, management and staff.

## FINANCE COMMITTEE MEETING

City Hall  
Hamilton

Dear Members:

There will be a meeting of the Finance Committee of the Corporation of Hamilton on Thursday 10 November 2016 at 10:00am to consider the following:

### A G E N D A

1. Confirmation of Notice
2. Role of the Chairman
3. Open Meeting
4. Apologies
5. Public Participation/Presentation:

There is no public participation/presentation.

6. Correspondence:

There is no correspondence.

7. Minutes of Previous Finance Committee meeting dated 20 October 2016

8. **Matters arising from the Previous Finance Committee meeting dated 20 October 2016:**
- (i) Compile a list of contracts over \$500K and multi-year for the committee members and auditors. **(Treasurer)**
  - (ii) Forward a draft copy of the Unsolicited Proposals Policy to the auditors for review. **(Secretary)**
  - (iii) Forward a copy of PIPA for the next Staff, Legislative & Governance Committee meeting. **(HR Manager)**
  - (iv) Forward a spreadsheet of the financials as it relates to the Fashion Festival. **(Event Project Manager)**
  - (v) Meet with the manager of the Hamilton Princess to discuss matters relating to the Fashion Festival. **(Secretary and Event Project Manager)**
  - (vi) Forward a copy of the report on the Fashion Festival to the Finance Committee and BTA. **(Event Project Manager)**
  - (vii) A thank you letter to be sent to Coach on behalf of the Mayor regarding their participation in and sponsorship of the Bermuda Fashion Festival. **(Event Project Manager)**

9. **Status Updates:**

- (i) Financial Reports - September 2016

10. **Recommendations for Review:**

**Recommendation:** That the Board approve the write-off of the balance due from Belco in the amount of \$18,083.30 as it relates to paying reinstatements. **(Approved by the Finance Committee)**

**Recommendation:** That the Board support the New Year's event to be held on Court Street by providing a fireworks display and waiving the application fees on the condition that Startime Entertainment will be able to raise funding by the middle of November 2016 and advise the CoH accordingly. **(Approved in Corporation Board meeting dated 5 October 2016)**

11. **Any Other Business:**

12. **Motion to Move to a Restricted Session**

13. **Minutes of Previous Finance Committee meeting dated 20 October 2016 (Restricted Session)**

**14. Matters arising from the Previous Finance Committee meeting dated 20 October 2016 (Restricted Session):**

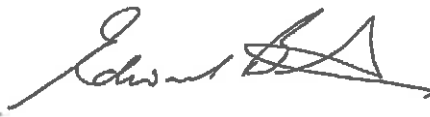
- (i) Forward to the Finance Committee a copy of the Schedule of Payments provided by MDM. (Secretary)
- (ii) Research whether the CoH qualifies under the Interest and Charges Act to charge interest. (Secretary)
- (iii) Put in writing an overview as it relates to Gourmand Limited with a view to putting a recommendation forward to the Finance Committee regarding a write-off of \$61K. (Treasurer)
- (iv) Forward a copy of the demand letter from Homer Bonner Jacobs to the Council. (Secretary)
- (v) Forward the email from Homer Bonner Jacobs and the letter from Mark Diel to all Council Members. (Secretary)
- (vi) Contact KPMG and remind them to set up a meeting to update the Council on PLV. (Treasurer)
- (vii) Check into the costs of tents to determine to what extent the CoH could assist in the tent matter as it relates to Startime Entertainment. (Secretary/Treasurer)

**15. Status Update:**

- (i) PLV Guarantee

**16. Any Other Business**

Ed Benevides, Secretary & COO \_\_\_\_\_



Signature \_\_\_\_\_

Date: \_\_\_\_\_ November 8, 2016 \_\_\_\_\_