



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.

City Hall, Hamilton
Finance Committee
16 August 2018
10.00am

Present: Councillor Dennis Tucker, JP (Chair)
Councillor John Harvey, MBE, JP
Councillor Henry Ming
Councillor Lawrence Scott
Councillor Carlton Johnson

In Attendance: Tanya Iris - Acting Secretary/Treasurer
Siobhan Fubler - Deputy Treasurer
Lindell Foster - Human Resource Manager

Apologies: Rt. Wor. Charles Gosling, JP
Patrick Cooper - City Engineer

1. Confirmation of Notice:

The Acting Secretary confirmed that the appropriate notices of the meeting and agenda were duly given according to the meeting guide.

2. Role of the Chairman:

Councillor Dennis Tucker confirmed his role as the Chairman.

3. Open Meeting:

Councillor Dennis Tucker called the meeting to order at 10:00am.

4. Apologies:

The Acting Secretary confirmed that apologies had been received from Rt. Wor. Charles Gosling, Mayor and City Engineer, Patrick Cooper.

5. Public Participation/Presentation:

Parking Ticket System Restructure – Presentation by Mr. Martin Walsh:

The Chairman introduced Mr. Martin Walsh who was at the meeting to make a presentation on the Parking Ticket problems. Also attending the meeting was Director of Transport Control Department, Mrs. Jasmin Smith and Administrator, Mrs. Lovette Ford-Durrant.

Mr. Walsh highlighted the following problem areas of the current parking ticket system:

1. Falling parking ticket Fine revenue;
2. Falling parking Fee revenue;
3. Delayed entry of manually issued parking tickets;
4. Parking ticket revenue not reaching CoH;
5. Incomplete legislation; and
6. New legislation not enforced in a timely manner.

Mr. Walsh correlated the following underlying causes of the problems listed above:

1. Business process not fully thought out in advance;
2. Parking ticket machines never replaced;
3. Insufficient traffic wardens;
4. Courts, police & TCD systems not being integrated; and
5. Courts, JEMS system needs modifying or replacement.

Note: A copy of the powerpoint presentation and related handouts are attached to the Minutes.

Next Steps: Mr. Walsh indicated that someone needs to take ownership of this problem. In addition an agreement of an adjusted model for shared revenue between CoH and Government.

ACTION: Share the understanding of the CoH that the Traffic Wardens would be coming under the supervision of the CoH effective 1 September 2018. **(Acting Secretary/Treasurer)**

The HR Manager advised of the logistics of the Traffic Wardens working out of the CoH's Work Depot to ascertain how that would work for the CoH and the Bermuda Police Service (BPS). It was noted that the BPS was to provide a Memorandum of Understanding (MOU).

The Acting Secretary advised that the CoH is only receiving revenue for tickets that are being paid as there is a limited number that can be sent to the Magistrate. There was continued discussion.

ACTION: Arrange follow-up meetings with Mr. Walsh to discuss next steps going forward. Turn the project over to the Infrastructure Committee to spearhead with a view of making comments/recommendations. Circulate presentation documents to Infrastructure Committee Members. **(Acting Secretary/Treasurer)**

6. Correspondence:

There was no correspondence received.

7. Minutes of Previous Finance Committee Meeting dated 21 June 2018:

Proposed: Councillor L. Scott

Seconded: Councillor J. Harvey

The Minutes of the meeting were accepted as read.

8. Matters arising from the Previous Finance Committee Meeting dated 21 June 2018

(i) **Check into swipe cards for the Council Members for the car parks with barrier systems:** Action item completed.

(ii) **Continue discussions with Island Trading to discuss all options as it relates to the Cavendish Car Park and a Barrier System:** Ongoing.

(iii) **Explore designs for a Barrier System in Cavendish Car Park, have it costed and put in the budget for 2019:** Ongoing.

(iv) **Conduct a review of the Health Insurance costs to assess the reason for the budget overrun:** It was noted that Health Insurance is \$70K over budget.

(v) **Write a letter to the Permanent Secretary as Acting Secretary because some outstanding issues were discovered with the largest one being the matter with tipping fees. Also get an update on the leases for the Bus Terminal and the Fire Station:** The Acting Secretary advised that the discussions on the leases for the Bus Terminal and Fire Station have begun. The Mayor and Acting Secretary met with Chris Farrow. The Permanent Secretary is talking to Department of Works & Engineering with reference to the tipping fees.

(vi) **Do a Press Release as well as a newspaper advertisement in the classified's section indicating that the Financial Statements are available on the CoH's website. Also state in the Press Release that the CoH's revenues have increased and expenses have decreased, showing good governance by the CoH and to further continue with the objective:** Action item completed.

(vii) **Write to the Minister thanking the Government for taking the position of writing off the \$6 million:** It was noted that the CoH thanked the Minister in the Press Release.

ACTION: Letter to be written to the Minister thanking the Government for writing off the \$6million for the Fire Service costs. **(Acting Secretary/Treasurer)**

(viii) **Submit a cash flow analysis to the Finance Committee:** Action item still outstanding.

(ix) **Go back to TBI, now known as Blue Wave, to discuss the agreement and the terms and conditions:** It was decided in the Board Meeting of 8 August 2018 that the CoH would write to TBI to terminate the Agreement giving 180 days' notice.

- (x) **Look at the status of the invoices for the Cathedral window project. (Anniversary celebration 11 Nov. 2018):** The invoice is in the process of being paid.

9. Status Updates:

Financial Report - May 2018: No comments made.

Financial Report - June 2018: Councillor Tucker stated that the financial reports were self-explanatory. Highlights include the following:

Sewerage Tax: Councillor Tucker pointed out the \$146,000.00 in sewerage tax. The cash received would be segregated from the operating account.

Health Insurance: Councillor Tucker remained concerned about the budget for Health Insurance. The Deputy Treasurer had advised that the overage reported had to do with the timing of the payments.

Legal Fees: The Acting Secretary advised that the CoH has received a bill for \$100,000.00 from the U.S. litigations. Councillor Tucker also advised that there should be a payment due to Mr. Beloff Q.C. in the amount of 100,000.00GBP to be paid by 1 September 2018. This was an instruction from Mr. Mark Diel of Marshall Diel & Myers (MD&M).

Car Park Revenue: The CoH is very close to budget. Parking ticket revenue is lower due to the barrier systems. Swipe cards are available for all day car parks, i.e. Bulls Head, Par-la-Ville and Elliott Car Parks. They can be purchased for either one (1) month or three (3) months at the CoH's reception desk or online.

Capital Expenditures: Councillor Tucker advised that a lot of attention has not been spent on reviewing the capital budget items. The seawall project has been completed and the Fenchurch project is currently underway. He encouraged the Acting Secretary and Deputy Treasurer to have regular budget meetings with the City Engineer to ensure that projects are being monitored and remain on target. The Acting Secretary advised that there has been a problem with the coding. Councillor Tucker suggested that there should be monthly meetings to discuss capital budgets/projects and coding should be part of those meetings.

10. Recommendations for Review:

There were no Recommendations for review.

11. Any Other Business:

(i) **Letter from Polaris Holding Company Ltd. Re: Tariff Rate Increase:** Councillor Harvey gave a brief overview of the discussion held at the Infrastructure Committee held on 15 August 2018. The Recommendation from the Infrastructure Committee was subject to the comments/agreement of the Finance Committee. The Finance Committee supported the Recommendation to be submitted to the Council for consideration.

RECOMMENDATION: That the Board approve a Tariff Rate Increase of 1.8% for Polaris Holding Company Limited, subject to the comments of the Finance Committee.

12. Motion to Move to a Restricted Session

Proposed: Councillor L. Scott

Seconded: Councillor J. Harvey.

The Public Session closed at 11:24am.