



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
18 December 2017
10.00am

Present: Councillor Dennis Tucker, JP (Chair)
Rt. Wor. Charles Gosling, JP
Councillor John Harvey, MBE, JP
Councillor Larry Scott

In Attendance: Tanya Iris - Treasurer (Acting Secretary)
Patrick Cooper - City Engineer
Siobhan Fubler - Deputy Treasurer

Apologies: Councillor Carlton Johnson
Edward Benevides - Secretary

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 Treasurer confirmed apologies from Councillor Carlton Johnson and the Secretary, Edward Benevides.

5. Public Participation/Presentation:

There was no public participation.

6. Correspondence:

(i) **Letter from Bermuda Island Entertainment (Agency) re: The Bermuda Peace and Healing Program:** There was clarification that this event was to be held on Saturday, 30 December 2017 and not New Year's Eve, 31 December 2017. In addition, the funds requested would go to sponsor a table. This event would be targeted to the seniors in the community as an End of Year event. There was lengthy discussion about the event however, it did not garner enough support from the committee.

ACTION: The Secretary to write a letter to Mr. Dennis Bean of Bermuda Island Entertainment (Agency) advising that the City will not be able to sponsor this event for the following reasons:

- a. There is a competing event being held in the City on that same weekend.
- b. More notice is required to process sponsorship requests because of the process that these types of requests must go through.

7. Minutes of Previous Finance Committee Meeting dated 12 October 2017:

Councillor Tucker noted that the meeting scheduled for November was not held due to a lack of a Quorum.

Proposed: Councillor J. Harvey

Seconded: Councillor L. Scott

The Minutes were accepted as read.

8. Matters arising from the Previous Finance Committee Meeting dated 12 October 2017:

(i) **Letter to be sent to Mr. Pavy acknowledging that the sidewalk has been cleaned up and ordering him to cease and desist this kind of behavior in the future:** The Acting Secretary reported that the letter to Mr. Pavy had not been sent. Mr. Pavy had been sent a cease and desist letter dated 18 September 2017. However, it is presumed that he had not received the letter from the CoH when he sent his letter dated 29 September 2017.

ACTION: The Secretary to still send a letter to Mr. Pavy referencing the letter of 18 September 2017.

(ii) **Respond and advise Age Concern that the CoH does not provide free parking for private entities:** Letter has been forwarded to Age Concern - Action item completed.

There was lengthy discussion regarding proposals that were sent in to the Infrastructure Committee with suggestions for parking within the City. The Infrastructure Committee recommended that this matter be brought to the full Council meeting in January 2018. Responses to these individual requests will be forwarded once the Government addresses the CoH's Parking Ordinances for the City.

(iii) **Put together a budget for sewage so that the CoH can take that figure to Clarien Bank for funding:** On-going - design work is being done in 2018 which will determine how small or large the project will be. Once that is done, a budget can be put together. (To be removed as an action item from the agenda)

The Scientific Technical Advisory Committee (STAT) Committee which is headed by the Director of Health has not met for a year.

ACTION: The City Engineer to write to the Director of Health saying that the CoH is very pleased to see a senior member of the Health Department (Armell Thomas) was in attendance at the forum. Also, the CoH feels that it is now appropriate for the Committee to be resurrected.

There was continued dialogue.

(iv) **A Special Finance Committee to be arranged to approve the 2018 Budget:**
Action item completed.

9. Status Updates:

(i) **Draft Financial Reports - September and October 2017:**

Highlights of the Financial Statements for October 2017:

- **Disabled Parking Permits** - It was noted that 929 Disabled Parking Permits have been issued for 2017 and only 40 disabled parking spaces available in the City. There was discussion on the overall process of obtaining the Disabled Parking Permit, e.g. criteria that the doctors are using, etc. as there are many categories of disability. Quite a bit of work has been done regarding putting together the criteria that the CoH believes is suitable. It was suggested to give the doctors more definitive guidelines in this regard. There was continued discussion on Disabled Parking Permits.

Discussion ensued regarding more medical facilities coming into the City and putting additional pressure on parking within the City. It was recommended that the Disabled Parking Permit Policy warranted a discussion with the full Council - to be placed on the Agenda of the next Council meeting in January. There was also dialogue on the direct impact on businesses in North-East Hamilton due to the lack of enforcement.

- **40 Foot Containers** - It was noted that there has been an increase in the request to import 40' containers. 24 permits have been issued with \$6,000.00 + in revenue.
- **Legal Fees** - Schedule has been changed, condensed.
- **Reserve for Potential Liability (\$545K)** - This for the Fire Service.

The Acting Secretary advised that an email was received from the Government stating that they have written off the Fire Service liability as of 31 March 2017 and the CoH is not to request any back rent. There has been no response from the Government regarding the tipping fees. The lease has to be negotiated going forward.

ACTION: The Acting Secretary to make the necessary adjustments regarding the Reserve for Potential Liability.

ACTION: The Acting Secretary or Deputy Treasurer to forward the list of accrued liability to Councillor Tucker.

- **Accounts Receivable** - There is an increase in the allowance for Doubtful Accounts.

ACTION: The Acting Secretary to check into the status of the delinquent accounts in a reasonable timeline so as not to be seen as an idle threat.

- **WIP's** - Discussion continued regarding the Works in Progress (WIP). It was noted that the auditors do not test the fixed assets like the inventory is done.

There was continued discussion on traffic tickets and the update on that process. It was suggested that a report should be submitted to the Council for review. It was noted that the revenue involved is 9,059 tickets at \$75 per ticket.

ACTION: The Secretary to write a letter to the Minister of Finance regarding the decriminalization of parking.

10. Recommendation Awaiting Approval from the Minister:

That the Board accept the proposal from KPMG as presented.

11. Recommendation for Review:

There are no Recommendations for review.

12. Any Other Business:

(i) **Hotline # in Car Parks** - dialogue regarding the public not receiving a response when calling the #. It was noted that all calls get logged.

(ii) **Sewage Rating Tax Ordinance** - document has been signed by the Mayor and Acting Secretary.

13. Motion to Move to Restricted Session:

Proposed: Councillor J. Harvey

Seconded: Mayor, Charles Gosling

The Public Session closed at 11:22 a.m.

Chairman

Date