

**Minutes of the  
Finance Committee  
Tuesday, February 12, 2019**

**Attendance:** Charlie Switzer, John Hodgdon, Adam Cobb, Malcom Ballenger, Lissa Dees

- I. Call to Order – Mr. Switzer called the meeting to order at 4:32 pm.
  - a) Mr. Switzer confirmed the meeting was properly noticed.
  - b) There was a motion and a second to approve the February 12, 2019 agenda
  - c) There was a motion and a second to approve the January 8, 2019 minutes.
  
- II. On-Going Business
  - a) Mrs. Dees provided DIB treasure's report for January.
  - b) Ms. Dubuisson asked about bollard revenue, to which Mrs. Dees explained the option for event coordinators to rent the bollards for closing Palafox.
  - c) The committee unanimously approved the January DIB financials.
  - d) Mr. Cobb asked for detail on item 4060 DPMD overhead reimbursement – other. Mrs. Dees will research and provide detail at March meeting.
  - e) Mrs. Dees provided DPMD treasure's report for January
  - f) Mr. Ballenger asked what DPMD was paying in credit card fees. Mrs. Dees will provide average cost at March meeting.
  - g) The committee unanimously approved the DPMD January financials.
  - h) Mrs. Dees provided report and estimated cost for Jefferson Street garage maintenance report provided by Structured Parking Solutions.
  - i) After committee discussion and clarification on the committee's role, Mr. Switzer made a motion to present a recommendation to the DPMD committee and DIB board that \$100 thousand be moved from DPMD checking account into a short-term CD. The motion was seconded by Mr. Ballenger and approved unanimously.
  - j) Mrs. Dees informed the committee that the current contract with Warren -Averett expired this year and if an RFP and new auditor were the direction the committee wanted to go, then we would need to act now to eliminate last minute confusion.
  - k) Mr. Switzer made a motion that the committee recommend extending the Warren- Averette contract for auditing at the same price for the 2019-2020 fiscal year. The motion was approved unanimously.
  
- III. New Business
  - a) None
  
- IV. Public Comment

Ms. Dubuisson thanked the committee for taking their roles seriously and handling the meetings professionally.
  
- V. Hold Items
  - a) 6-month Y.O.Y comparison of in-house management versus contract management for parking funds. This will be on-hold until June.
  
- VI. Adjournment the meeting was adjourned at 5:20 p.m.