

Southfield Redevelopment Authority (SRA)
Board of Directors and Advisory Board Remote Meeting
Wednesday, June 15, 2022 @ 7:00pm

Directors Present: Tom Henderson, Chairman
David Rubin, Vice-Chairman
Pat O’Leary, Clerk
Kelly O’Brien McKinnon
Chris Primiano
Kevin Donovan
Joe Gratta

Not Present: Bob Rizzi
Monica Horan

Also Present: Jim Young, Land Use Administrator
Eric Hart, Treasurer

The Chairman called the meeting to order at 7:00pm.

Open Session Minutes

**VOTED: Motion of Kelly O’Brien McKinnon, seconded by Chris Primiano, to accept the April 6, 2022 minutes as written.
6-0-1 roll call vote; Kevin Donovan abstained**

Measure 22-08 SRA Employee Handbook Update

**VOTED: Motion of Kelly O’Brien McKinnon, seconded by Kevin Donovan, to approve the addition of Juneteenth as a paid holiday listed in the Employee Handbook
7-0-0 unanimous roll call vote**

Measure 22-09 FY22 Budget Amendment (Transfers)

Mr. Hart requested the following transfers:

- From the Finance Section’s Capital Project Finance Services line item \$10,000 to the Annual Audit line item within the Board of Directors section of the General Fund Budget

- From the Dept of Public Works Section’s Grounds Maintenance\Conservation line item \$2,000 to the Utilities/Oil Heat line item and \$7,500 to the Building Maintenance line item both within the Maintenance of Buildings section of the General Fund Budget.
- From the Dept Public Works Section’s Trotter Road Street Lighting line item \$1,500 to the Snow Removal/Plowing line item and \$500 to Rubbish Removal Contract within the Maintenance of Building section of the General Fund Budget
- From the Dept Public Works Section’s Parkway Landscaping line item \$4,000 to the Parkway Street Lighting line item and \$18,000 to Parkway Snow and Ice Removal also within the Dept Public Works Section of the General Fund Budget
- From the Dept Public Works Section’s Trotter Road Street Lighting line item \$500 to General Vehicle Maintenance also within the Dept Public Works Section of the General Fund Budget
- From the Reserve Fund line item \$25,000 to Grounds Maintenance in the Dept Public Works Section of the General Fund Budget

Mr. Hart explained that the transfers are to be used for paving the detour road, snowfall related expenditures, increases in oil and trash disposal costs, building maintenance for vandalism, and other outstanding maintenance as we approach year end, as well as increases in the Audit contract.

VOTED: Motion of Kevin Donovan, seconded by Kelli O’Brien McKinnon, to accept the transfers as read.

7-0-0 unanimous roll call vote

Measure 22-11 Fiscal Year 2023 Budget

Mr. Hart presented the proposed FY2023 Budget for vote:

VOTED: The Board of Directors moves to set the Fiscal 2023 budget totaling \$2,571,603 as follows:

Motion of Kevin Donovan, seconded by Dave Rubin, to approve \$85,000 for the Board of Directors

7-0-0 unanimous roll call vote

Motion of Kevin Donovan, seconded by Joe Gratta, to approve \$176,750 for the Executive Officer

7-0-0 unanimous roll call vote

Motion of Kelli O’Brien McKinnon, seconded by Chris Primiano, to approve \$100,000 for the Reserve Fund

7-0-0 unanimous roll call vote

Motion of Kelli O’Brien McKinnon, seconded by Dave Rubin, to approve \$161,885 for Finance

7-0-0 unanimous roll call vote

Motion of Kevin Donovan, seconded by Joe Gratta, to approve \$92,000 for Legal

7-0-0 unanimous roll call vote

Motion of Kelli O'Brien McKinnon, seconded by Joe Gratta, to approve \$21,500 for Information Systems

7-0-0 unanimous roll call vote

Motion of Dave Rubin, seconded by Kelli O'Brien McKinnon, to approve \$143,291 for Planning

7-0-0 unanimous roll call vote

Motion of Dave Rubin, seconded by Kelli O'Brien McKinnon, to approve \$276,503 for Pensions, Benefits & Insurance

6-0-1 roll call vote; Kevin Donovan abstained

Motion of Kelli O'Brien McKinnon, seconded by Joe Gratta, to approve \$35,501 for Maintenance of Buildings

7-0-0 unanimous roll call vote

Motion of Dave Rubin, seconded by Kelli O'Brien McKinnon, to approve \$269,500 for Public Works

7-0-0 unanimous roll call vote

Motion of Kevin Donovan, seconded by Dave Rubin, to approve \$1,172,673 for Debt

7-0-0 unanimous roll call vote

Motion of Kelli O'Brien McKinnon, seconded by Joe Gratta, to approve \$37,000 for Transfer Out (Enterprise Fund)

7-0-0 unanimous roll call vote

ENTERPRISE FUND

Motion of Chris Primiano, seconded by Joe Gratta, to approve \$37,000 for the Enterprise Fund (Water \$12K, Sewer \$25K)

7-0-0 unanimous roll call vote

Chairman Henderson thanked the Advisory Board for their budget recommendations.

Public Comments: none

Topics Not Reasonably Anticipated by the Chairman 48 hours before the Meeting:

Chairman Henderson announced that Kevin Donovan will be resigning from the SRA Board effective August 1st.

Mr. Donovan said his replacement will be local realtor and developer, Roger Woods. Members thanked Mr. Donovan for his service to the SRA.

Next meeting: to be determined

VOTED: Motion of Kelly O'Brien McKinnon, seconded by Kevin Donovan, to adjourn at 7:26pm. 7-0-0 unanimous vote

Patricia Fitzgerald, Recording Secretary

Tom Henderson, Chairman

Documents reviewed during the meeting:

Measure 22-08

Measure 22-09

Measure 22-11