District Needs & Budget Review Committee  
June 7, 2018, 6:30 p.m.  
Board Office  

*** Minutes ***

Present: Xavier A. Santiago, Jason Villanueva, Marie Winfield, Angel Mescain (staff)  
Excused: Diane Collier,  
Absent: Joseph Goldbloom  
Guests: Nir Basak, Columbia University; Jada Heredia, CB11

1. Call to Order and Adoption of Agenda

Committee Chair Villanueva called the meeting to order at 6:35 p.m.

Motion to adopt the agenda by Xavier Santiago was seconded by Marie Winfield and passed.

2. Discussions & Presentations

a. Fiscal Year 2020 Statement of District Needs
   i. There was general discussion pertaining to enhancing the process of the recently developed platform and procedure of the CB-11 SDN Submission. E.g.:
      1. Updating Permissions for Chairs and Vice-Chairs regarding the Budget & Project Trackers.
      2. Correlating and Coordinating the POA, Mayoral Budget, Administrative Agency Request, and District Needs Request through training and communication.

b. District Budget Consultations
   i. The District Manager will schedule consultation meetings with the Various Administrative Agencies in which the SDN-Chair will coordinate with the respective Committee Chairs for adequate representation and preparation of discussion
   ii. Apart of such discussion was to outreach with fellow City Officials and coordinate their prospective requests with that of the Community.
c. Borough Budget Consultation
   i. Public Member M. Winfield was requested and has accepted to attend the next Borough Budget Consultation on behalf of the SDN Committee of CB-11.

3. Old Business
   a. Committee discussion and review of Work-Platform with regards to the Administrative Agencies in which a The Budget Process Summary was drafted by the District Manager; has been accepted by this committee to be a part of the training materials regarding the SDN Committee and City Budget Process.

4. New Business
   a. DCP is to present back to Land-Use with regards to the Points of Agreement.

5. Announcements
   a. CB-11 Chairs will meet or designate a representative for District Consultation with the Administrative Agencies that will be scheduled by the District Manager
   b. DCP is in the process of coordinating Follow-Up discussions with regards to the POA.
   c. Housing Committee is scheduled for SDN Review of FY2020 Requests the last week of June 2018.

6. Adjournment

   Motion to adjourn by Marie Winfield was seconded by Xavier Santiago and passed. The meeting was adjourned at 8:10 p.m.