



Downtown Schenectady Improvement Corporation  
Downtown Special Assessment District  
Board Meeting Minutes  
January 28, 2025

**Attending:** Heather Peterson, Austin Fisher (phone), Ray Legere, Tate Otatti, Phil Wajda, Michael Burns  
**Absent:** Andrea Cortelyou, Mitch Ramsey, Ellen McHale, Bashir Chedrawee  
**Staff:** Maureen Neufeld, Gail White, Sarah Lokker

**Downtown Schenectady Improvement Corporation**

The meeting took place at the Karen Johnson Central Public Library | Swanker Board Room. Heather Peterson called the meeting to order at 12:03 p.m.

1. **Consent Agenda** – Items in the consent agenda were approved unanimously, after a request to discuss the Financials & Staff updates
  - a. Meeting minutes from November 26, 2024
  - b. Executive Director’s Report
  - c. December 2024 Financials
  - d. Staff Updates
  - e. Proposed Budget for 2025
  
2. **Board Committees | Committees will now meet on an as needed basis**
  - a. **Outdoor Program**
    - Maureen updated the board in the new job description to fill Carney’s vacant position. The job description was approved and is ready to be posted.
    - Maureen is working with the City and Metroplex on a grant for a six-way crossway graphic art.
  - b. **Finance Committee**
    - Q&A on various items in the financials
    - 2025 Budget discussion
    - Metroplex has agreed to increase the operating grant to \$300,000 and the Landscaping grant to \$75,000.
    - Maureen will be meeting with the City to review the 2025 contract and the finance department.
  
3. **Special Events**
  - Sarah and Maureen spoke about the Soup Stroll success
  - Maureen is in discussion with the county regarding a military Car Show

*Tate Ottati made a motion to accept the amended 2025 budget Ray Legere seconded the motion. Motion carried*

*Phil Wajda made a motion to adjourn the DSIC meeting. Michael Burns seconded the motion. All in favor. Motion carried and the meeting adjourned at 1:01 p.m.*

**Downtown Special Assessment District**

Heather Peterson opened the DSAD portion of the meeting at 1:01 p.m.

*Phil Wajda made a motion to accept the amended 2025 budget Ray Legere seconded the motion. Motion carried.*

*DSAD was adjourned at 1:02 p.m.*