



The City of New York

## Queens Community Board 11

Serving the Communities of Auburndale, Bayside, Douglaston, Hollis Hills  
Little Neck and Oakland Gardens

**Michael Budabin**, Chair / **Joseph Marziliano**, District Manager

TO: All Board Members  
FROM: Mohan Jethwani, Committee Chair  
DATE: April 28, 2022  
RE: CB11 Operating Budget

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On Thursday, April 28, 2022, a meeting of the CB11 Budget Committee was held via Zoom teleconference to discuss the CB11 operating budget for the remainder of Fiscal Year 2022 which ends on June 30, 2022.

### **Board Members Present**

Michael Budabin, Board Chair  
Christine Haider, 1<sup>st</sup> Vice Chair  
Henry Euler, 3<sup>rd</sup> Vice Chair  
Mohan Jethwani – Committee Chair  
Laura James – Committee Member  
Joan Garippa – Committee Member  
Sam Wong – Committee Member  
Jessica Burke – Board Member  
Roy Giusetti – Board Member  
Christina Scherer – Board Member

### **CB11 Staff**

Joseph Marziliano, District Manager  
Jane Bentivenga, Community Coordinator  
Christina Coutinho, Community Associate

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Mr. Jethwani called the meeting to order by explaining that the CB11 operating budget will be reviewed, and Mr. Budabin will make recommendations for expenditures.

Mr. Marziliano reviewed the end total amounts of the budget for FY2022. There is about \$8,700.00 remaining on the OTPS (Other Than Personal Services) side of the budget and \$24,815.00 remaining on the PS (Personal Services) side for a total of \$33,515.00. Funds can be modified from one side of the budget to the other.

Mr. Marziliano stated that funds would need to be expended on a new copy machine/scanner lease, assuming that will be an extra hundred dollars a month. Also, the office will need some incidental supplies and perhaps need the carpet cleaned again. Lastly, one new laptop will be purchased for about \$1,200.00. Just like last year, Mr. Budabin would like to see more supplies purchased for neighborhood clean-ups in addition to more PPE as well CB11 “gear” such as hats

and water bottles for giveaways at events. Ms. Burke suggested that the Board inquire in regard to translated signs at the Railroad stations in the District.

Mr. Jethwani asked what that would amount to, and Mr. Marziliano anticipated spending about \$7,000.00 - \$8,000.00.

Mr. Jethwani asked for a breakdown of potential staff raises. Mr. Marziliano stated that the increases in the last contract, DC 37 Economic Agreement September 26, 2017 to May 25, 2021, were implemented as follows: 2% - September 2017, 2.25% - September 2018 and 3% - October 2019. The last two years of the contract (2020 and 2021) were 0% for the staff. A 6% raise across the Board would amount to \$12,581.00 per calendar year. If adopted on May 2nd, the raises would account for \$1,887.00 this fiscal year (4 pay periods).

Mrs. Garippa asked if a letter of intent would be required for any of the salary increases. Mr. Marziliano stated that only a raise above 7% requires a letter to OMB, but the Board completes these for all salary adjustments as per the request of Human Resources at the Borough President's office.

At this time, the committee went into Executive Session to discuss salary. Mr. Marziliano, Mrs. Coutinho, and Ms. Bentivenga exited the meeting. Mr. Budabin made a motion to approve a 6% salary increase for the staff, seconded by Mrs. Haider. The motion was unanimously approved. A motion was made to increase the District Manager's salary by 6%, seconded by Mrs. Haider. The motion passed unanimously. These recommendations will be brought to the next full Board meeting for a vote at the May 2, 2022 Board Meeting.

*Respectfully submitted 4.29.22*