



**Preston Street BIA
BOARD MEETING
MINUTES**

**September 9, 2025, 10:00 am to 11:00 am
Zoom Video Call**

Attendees: Steve Moffatt, Lauryn Santini, Marcus Filoso, Joey Frangione, Sabrina Mtanos, Shauna Bradley, Claudio Lepore, Lindsay Childerhose

Absentees: Tony Zacconi, Ariel Troster

10:05am – Boundary Expansion Presentation

Michel from Acacia Consulting presented the Boundary Expansion Report, outlining findings in the proposed expansion area and future levy scenarios.

1. Call to Order

The meeting was called to order by Steve Moffatt at 10:05am.

1.1 Approval of Agenda

The agenda was approved by Lauryn Santini and Joey Frangione.

2. Executive Director's Report

2.1 Boundary Expansion Next Steps

Next steps related to the boundary expansion were reviewed. A shared document outlining potential year one initiatives has been circulated to the board by email for further feedback.

2.2 Blade Sign Program

Heritage Grade has been unable to source aluminum casting; considering steel alternatives but delayed for three months.

- Joey and Marcus to send alternatives to Lindsay.

2.3 Mural Panels



It was agreed that the BIA will allow businesses to apply for a mural panel as part of the underpass mural project.

- Eligible businesses will be asked to submit a letter describing their historical significance on Preston Street.
- Criteria set at a minimum of 20 years in operation, with a minimum of 15 years on Preston Street.
- The original artist will be contacted to complete the panels, or, if unavailable, a suitable match will be found.

2.4 Mural Project Update

The permit for the painted mural has been issued by MTO.

MTO was unwilling to reconsider the 8ft. height restriction. Artist redesign still in progress; draft expected by email within the week.

Graphix2k has found a solution to the need for stainless-steel tracks: panels to be drilled directly into concrete, eliminating need for metal tracks.

2.5 2026 Budget and AGM

The Annual General Meeting is scheduled for Monday, November 17, at Heart and Crown.

2.6 Levy Considerations

2.6.1 Sakto Levy Resolution

The 2008 resolution of the board regarding Sakto capped Sakto's levy at \$225,000 (held at 50% of the total BIA assessment). In recent years this 50% calculation has resulted in overpayment.

A special resolution to formally end Sakto's flat-rate levy was presented as a separate document (attached as Appendix A).

2.6.2 Arnon Flat-Rate Levy Agreement

In 2007, an agreement was put in place to redraw the proposed BIA boundary to exclude four properties owned by Arnon. In exchange, Arnon agreed to pay \$10,000 as a flat rate at 450 Rochester Street.

Motion: To renew Arnon's flat rate levy agreement for 2026.



Moved by Steve Moffatt, seconded by Marcus Filoso.

Unanimously accepted.

2.7 Sponsorship Requests

Three sponsorship requests were brought forward.

2.7.1 La Vendemmia

A \$2,500 request was received, but the board noted there are no remaining sponsorship funds for this year. To be continued by email.

2.7.2 Gladstone Theatre

The Gladstone has submitted their sponsorship package for 2026.

Motion: That the board approve a \$2,500 sponsorship for the Gladstone Theatre in 2026.

Moved by Steve Moffatt, seconded by Lauryn Santini.

Unanimously approved.

2.7.3 FCA Ottawa

FCA Ottawa submitted their funding request for 2026. They are asking for a \$55,000 contribution to the Ferrari Demo Zone event, up from \$40,000 last year, plus an additional \$7,000 granted in 2025. They have already identified a shortfall of \$11,200, raising concern they may seek additional funds again.

The request was discussed, and a final decision was deferred.

2.8 Hiring Update

A total of 370 applications were received through Indeed and 65 by email. Twenty-one virtual interviews were completed, and the pool has been narrowed to four candidates.

Lauryn will assist with the in-person interviews scheduled for later this week.

- Lindsay will share top resumes with the Board for review.

3. Financial Update

3.1 CRA Amount Owing

The board was updated on a balance owing to the CRA in the amount of \$14,400, related to the Canada Emergency Wage Subsidy. Notices had been sent to the BIA's old address.



The Board agrees to defer payment of the amount owing until more information can be obtained.

11. Adjournment

The meeting was adjourned at 11:05am.

Action Items

- **Joey & Marcus:** Send Lindsay alternate supplier suggestions for Blade Sign Program.
- **Lindsay:** Circulate mural panel application process to members once finalized.
- **Lindsay:** Contact original mural panel artist regarding availability.
- **Lindsay:** Circulate final sponsorship decision for La Vendemmia via email.
- **Board:** Review top resumes of Marketing Coordinator candidates.
- **Lindsay/Finance:** Seek additional clarification on CRA balance before payment.



September 9, 2025

Resolution of the Board of Directors of the Preston Street BIA

Whereas Sakto Corp. has been an active and contributing member of the Preston Street BIA since its inception,

And Whereas the levy cap established in 2008 has been maintained for Sakto Corp., holding their levy at 50% of the total BIA assessment,

And Whereas the Board of Directors has determined that returning Sakto Corp. to the standard levy calculation is in the interest of fairness and consistency across all members,

Be it resolved that Sakto Corp. will be levied according to the same formula as all other Preston Street BIA members, effective January 1, 2026.

Moved by: Joey Frangione

Seconded by: Lauryn Santini

Sakto abstained from voting.

Unanimously accepted by the remainder of the Board.

Best regards,

Lindsay Childerhose
Executive Director
Preston Street BIA

cc. Councillor Ariel Troster