

**Village of Mamaroneck Budget Advisory Committee**  
**Meeting Agenda for Tuesday, August 8, 2023**

1. Approve prior meeting minutes.
2. Update on potential new Budget Committee members.
3. Review draft e-mail to be sent to Board of Trustees and Staff requesting a meeting to:
  - i. Recap significant takeaways from this past year's budget process in an effort to incorporate into future best practices.
  - ii. Review Budget Committee's area of focus for the upcoming year.

**Village of Mamaroneck Budget Advisory Committee  
Meeting Minutes, Tuesday, June 6, 2023**

Present: Charles Guadagnolo, Chair, Ellen Hauptman, Vice Chair, Len Aubrey, Glenn Tippet, Ed Zagajeski, Nora Lucas, Villiage BOT Liaison

Not Present: Catherine Chaput, Bill Spiro,

The meeting was called to order at 7:11 pm.

The Committee approved the minutes for the May 2, 2023 meeting.

The members reviewed the Report to the Board of Trustees Prepared by the Budget Advisory Committee Assessment of the Elimination of the Village Justice Court which was drafted by Len Aubrey. Len suggested that the Report and the Memorandum from the Village Court Judges be submitted to the Trustees. Committee members who were comfortable with the Report, discussed some of the significant points, including the Village's annual property tax cap will change, the potential increased costs for the Village as a result of the change, that any increase in Mamaroneck and Rye town taxes will be paid by Village residents who are residents of those towns, that there is a significant difference in the volume of cases processed by the Village Justice compared to that of the Mamaroneck Town Court and that the current Court Judges as Village residents know the Village and it's residents. After the discussion, a motion, duly made and seconded, was approved to send the Report to the Board for consideration at the next work session, that Nora Lucas ask that it be added to the next work session agenda and that Len will make the presentation at the work session.

The Committee also discussed a draft email prepared by Charles Guadagnolo to the Board to request a meeting with the Board and Staff to discuss takeaways from this year's Budget process and the Budget Committee's areas of focus for the upcoming year. After a short discussion, the members agreed to discuss it at our next meeting.

The Committee agreed to change the date of the Committee's August meeting to the 8<sup>th</sup> to be held in the Courtroom.

The meeting was adjourned at 8pm.

Dear Mayor and the Board -

As a follow up to the Budget Committee's presentation to the Board of Trustees and Staff on January 23<sup>rd</sup>, 2023, the Budget Committee would like to meet with the Board and Staff to discuss takeaways from this year's Budget process and the Budget Committee's areas of focus for the upcoming year. An overview of an agenda is as follows:

- 1) Takeaways From This Year's Budget Process:
  - A) Work Sessions:
    - i. Consider commencing with informational/educational presentations to the public and greater opportunity for public engagement.
    - ii. Departmental presentations to follow.
    - iii. Consider limiting time to present to afford more opportunity for discussion and feedback.
    - iv. Afford opportunity for Budget Committee engagement.
  - B) Greater emphasis on changes across Draft vs. Adopted Budget.
  - C) Review if there is an over-emphasis on staying below the Cap.
  
- 2) Budget Committee Areas of Focus For This Year:
  - A) Assessment of elimination of the Village Justice Court.
  - B) Comprehensive analysis of debt service as a pct. of Budget simulated across variable Capital Budget projections.
  - C) Comparative analysis of Budget schedule, process and use of reserves across municipalities.
  - D) Quarterly review of Operating and Capital Budget.
  - E) Utilize the Budget Committee's Village webpage to share historical reference documents that the Budget Committee created to share with the public and new/interested Board Members.

Thanks, and looking forward to meeting with you soon.