

Village of Mamaroneck Budget Advisory Committee
Meeting Agenda for Tuesday, October 16, 2023

1. Approve prior meeting minutes.
2. Review staff feedback on Budget Committee's meeting request to discuss takeaways from this past year's budget process and Budget Committee's area of focus for the upcoming year.
3. Status/next steps on Budget Committee conducting a comparative analysis of reserve balances and use of reserves across municipalities.
4. Status/next steps on Budget Committee conducting a comparative analysis of debt service as a pct. of the budget across municipalities and based upon the 5 Year Capital Plan and funding assumptions.

Village of Mamaroneck Budget Advisory Committee
Meeting Minutes for Tuesday, September 5, 2023

Members present: Charles Guadagnolo, Chair, Ellen Hauptman, Vice Chair, Len Aubrey, Glenn Tippett, and Nora Lucas, Board Liaison

Members absent: Ed Zagajeski, Catherine Chaput, Bill Spiro

The meeting was called to order at 7:13pm.

Minutes from August 8th meeting were approved.

Charles spoke to Bill Spiro about his interest in continuing as a member of the Committee. Bill said he will resign. His daughter may be interested in volunteering to serve on the Committee.

The Committee reviewed an updated draft letter to the Mayor and Trustees proposing a meeting to discuss takeaways from the budget process for the current year, suggesting modifications to that budget process that allows more time for Board members, the Budget Committee and public to ask questions about department budgets, and that identifies areas of focus for the Committee for next year's budget.

Charles led the Committee in the discussion of suggested changes to the budget process. Among the Committee proposals discussed were providing staff or Committee public education sessions on the budget (revenue, expense, capital) at Board meetings, Ellen's suggestion that department presentations include what the department is responsible for, Glenn's point on escalating employee benefit and pension costs, and posting changes from the tentative to the proposed adopted budget.

Charles agreed to update the draft letter by Friday the 8th and Committee members would suggest changes no later than Sunday the 10th. He will send the final letter to the Mayor and Board shortly thereafter.

The Committee next discussed areas of focus for the Committee. To start this process members agreed to take responsibility for analyzing certain parts of the budget by the October/November meetings.

- Ellen will calculate debt service as a percentage of the operating budget for the Village and other Towns and Villages.
- Len will do a comparative analysis of reserves for the Village and other Towns and Villages.
- Charles and Glenn will analyze the impact on debt service of the portions of the five-year capital plan expected to be funded by Village debt.

The meeting was adjourned at 8:29pm.