

# CITIZEN TAX OVERSIGHT COMMITTEE

Commission Chambers  
April 10, 2023 AT 9:00 AM

## MINUTES

### 1. Call to Order, Roll Call

Chairman Paul Levine called the meeting to order at 9:00 a.m. Sandi Henley called the Roll.

**Present:** Margaret Nuzzo, Kevin Magnus, Paul Levine, Ken Gorman, John Rayis, Jack Brill

**Not Present:** Christopher Carman

**Also Present:** Sandi Henley, Budget Manager; Susan Smith, Finance Director.

### 2. Swearing in New Committee Member

Savannah Cobb, Assistant Town Clerk, performed the swearing in of new member John Rayis.

### 3. Opportunity for Public to be heard.

No public present.

### 4. Approve Minutes (March 11, 2022).

A motion to approve the minutes of March 11 2022 was made by Jack Brill and seconded by Margaret Nuzzo. Minutes approved unanimously.

### 5. Finance Presentation and Discussion

Sandi Henley, Budget Manager provided overview of the Powerpoint presentation. Highlights included history of Infrastructure Surtax ("IST") renewal and recent approval of Phase IV, Committee Oversight capacity and role, a review of Phase III Categories and a history of Budget amendments since inception.

John Rayis inquired about the Beach Management Plan and Canal Dredging. The Beach Management Plan is available at Public Works and has several other funding sources besides IST funds. The last major dredge was in 2003 and an assessment program is currently under development. IST Funds will likely be used for the shared common public canals and benefit assessments will be assessed to homeowners on private canals.

Sue Smith, Finance Director explained the Capital Improvement Process. All capital requests are analyzed for eligibility under the IST program and flagged as such. Then it is determined if enough revenue is available. If not, other funding sources are looked into, such as General Fund revenue.

Committee was updated on fiscal year 2023 use of funds and Phase IV values in the 15 Year Plan.

## **6. Review Draft of Memo to Town Commission**

Paul Levine asked that Section 3 of the memo be changed next year to provide subtotals for FY22 and FY23 project lists so they can tie the numbers to what was presented. It was also asked that the Amount Expended or Committed only be shown through the year they are approving instead of the current year budget.

Jack Brill made a motion to approve the annual report. Paul Levine seconded. Motion passed unanimously.

## **7. Committee Comments**

Committee thanked the Finance Department for their hard work.

## **8. Adjourn**

Meeting adjourned at 9:47 a.m.

Minutes were taken by Sue Smith, Finance Director