



# The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)  
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## CFAC Committee:

### Chair:

John Schoenherr

### Members:

Robert Ciolek  
Cynthia Crossman  
Ralph Krau  
Lillian Woo  
Joseph Mladinich  
Allen Fullerton  
Hector Guenther

### Staff Liaison:

Mark Milne  
Nathan Empey

### Councilor Liaison:

Paula Schnepf

## MEETING MINUTES

06.11.18

6:00 PM

### Planning & Development Conference Room

## Roll Call:

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- CFAC Members Present: John Schoenherr, Joseph Mladinich, Hector Guenther, Robert Ciolek, and Allen Fullerton
- CFAC Members Absent: Ralph Krau, Lillian Woo, and Cynthia Crossman
- Councilors Present: None
- Staff Present: Mark Milne, Director of Finance, Nathan Empey, Budget Analyst
- Other Present: None

## Call to Order:

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John Schoenherr called the CFAC meeting to order at 6:00 PM in the Growth Management Conference Room of Town Hall.

## Act on Minutes:

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The following minutes were approved by unanimous vote:

05.29.18

## New Business:

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Bob C. volunteered to review and update CFAC's policies & procedures document. Mark M. suggested CFAC could review this document on an annual basis.

Committee voted unanimously members listed hold the following positions.

John Schoenherr, Chair  
Bob Ciolek, Vice Chair  
Lillian Woo, Secretary

## Old Business:

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### Suggestions & Takeaways

Cover Page - Mark M. noted the estimated seasonal population has been added to the front page.

- Bob C. responded a more accurate number might be available from the Cape Cod Commission.
- Hector G. noted the hyphens should be removed from five years and ten years.

Page 1 - No changes have been made to the second page.

- Hector G. recommended adding an insert to the bond rating paragraph indicating that "not expected to change"
- Recommended changing the color of the link

Page 2 - John S. suggested we could trim the organization chart.

- Mark M. responded a lot of reorganization with this budget, and that people will not know the changes by trimming the chart.
- Joseph M. suggested we could remove the shape keys

Page 3 - Mark M. noted he added the comparable tax rates. The single tax rate was used for comparisons, which does not include the residential exemption. Barnstable is the only town on cape that has a residential exemption. Sandwich is the only town with a higher tax rate than Barnstable. Mark M. noted without backup data this tax rate comparison can be misleading. Bob C. responded we could provide spending per capita or tax levy per capita.

Page 4 - Suggested adding a 5-year growth rate column to the table. John S. asked could we find population by precinct? COMM fire district is 7.67% of total fire tax levy. Mark M. responded that costs are higher for COMM fire district because they have three stations.

Page 5 & 6 - Mark M. noted we should add approved to the titles in the table.

Page 7 - Bob C. noted PEG enterprise fund should be spelled out. This also includes spelling out HYCC.

Page 8 - we're waiting on numbers from the school department. Mark M. suggested changing the foundation enrollment to actual enrollment.

Page 9 - change picture

Page 10 - remove the Cape Cod Mall project and replace it with the Ten Pin Eatery bowling.

- Bob C. suggested adding an estimated tax revenue chart for new growth projects.
- Last page Hector suggested adding libraries to quality of life. Also, remove the vacant position from the table.
- Move the back picture to the front of the report.

## Matters not reasonably anticipated by the chair:

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None

## Discussion of topics for the next meeting:

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Continue reviewing Financial Overview Report, talk about video meetings, review CFAC's policies & procedures.

**Adjournment:**

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CFAC's next meeting will be Monday June 25, 2018 at 6:00pm.

**List of documents handed out**

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1. 5.29.18 minutes
2. Drafted FY19 CFAC Financial Overview Report
3. CFAC's response to Town Council Letter
4. CFAC Policies & Procedures