

**I. ROLL CALL:**

Mr. Kunicki called the meeting to order at 5:10 p.m. At this time, Ms. Hosken asked for a roll call:

Present: Dean Kunicki, Darryl Nind, Greg Stratton, Richard Rogero  
Absent: Lee Kennedy,  
Staff: Eric Levitt, City Manager; Rebekka Hosken, Budget Officer; Jody Kershberg, Administrative Services Director; Linda Swan, Deputy City Manager; Matt Cuevas, Management Analyst

**II. PUBLIC STATEMENTS: NONE****III. REVIEW AND APPROVE THE MINUTES FROM THE 11/02/2017 MEETING**

Mr. Nind moved, and Mr. Rogero seconded, to approve the minutes, which were approved 4-0 with Mr. Kennedy abstaining due to absence.

**IV. REVIEW AND FINALIZE SAMPLE PUBLIC INPUT SURVEY**

Mr. Cuevas shared a revised draft survey to include comments that were discussed at the November 2, 2017 Budget Advisory Meeting with the group. The group evaluated the revised questions and made further suggestions for improvement. Suggestions were made to further clarify a specific service listed on the survey as well as include two additional revenue source questions related to the manufacturing and retail of marijuana products within the City. The Committee also agreed to have staff add additional information to the introduction paragraph of the survey that would better clarify the reasons for the deficit in the upcoming fiscal projections. As the Committee will be speaking to the Council on Aging and the Neighborhood Councils beginning Monday, November 13, 2017, staff agreed to make the revised edits and distribute the survey by e-mail on Wednesday, November 8, 2017. Staff made the Committee aware that they were able to meet on Thursday, November 9, 2017, should the Committee have further questions about the revisions to the survey.

**V. REVIEW WEBSITE AND SUPPLEMENTAL INFORMATION**

Mr. Cuevas shared with the Committee the Budget Advisory web-page and all of the affiliated hyperlinks to resource data that will be available to the public on Monday, November 13, 2017. Committee Chair Kunicki asked that the link be sent to the Committee members as soon as possible so that they can review the data. Mr. Cuevas stated that a link to the budget summary will be placed on the front page of the City's website in the event that people do not use the friendly

URL referenced on the flyer to access the survey.

VI. DISCUSS FLYER AND PRESENTATION

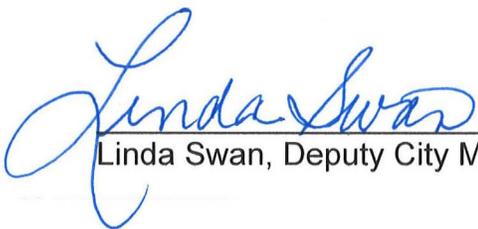
Ms. Hosken distributed the flyers for the survey as well as the script for the Committee member's upcoming presentations at the Council of Aging and Neighborhood Council. Ms. Hosken also stated that she would send the script electronically to all members.

Mr. Levitt requested that the Committee confirm the upcoming meeting schedule as follows:

November 13, 1:00 p.m. – Mr. Stratton, Ms. Swan \_ Senior Center  
November 14, 7:30 p.m. – Mr. Kunicki, Ms. Swan – Emergency Operations Center – Police Department  
November 16, 7:30 p.m. – Mr. Kennedy, Ms. Kershberg – Emergency Operations Center – Police Department

VII. ADJOURNMENT

The meeting was adjourned at 6:28 p.m. The next meeting is scheduled for Tuesday, November 28, 2017 in the City's Community Room.

  
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Linda Swan, Deputy City Manager