

City of Arvada
Citizen's Capital Improvement (CIP)
Finance Subcommittee
Notes for
May 27, 2008 Meeting

The meeting was held at the Arvada Center and began at 6:00 P.M. on May 27, 2008. The first topic was a discussion of roles and goals for the Subcommittee. The Subcommittee reviewed and agreed to the following goals:

- Provide direction on funding-options for chosen projects to CIP
- Provide high-level input on Arvada City Staff funding matrix
- Complete the Subcommittee work by 7/31

A discussion was held and agreement was reached on the Subcommittee's roles:

- Provide high-level input on funding options
- Provide funding-policy direction for Arvada City Council
- Report Subcommittee findings to the CIP Committee
- Serve in a consulting role to the CIP Reporting Subcommittee

The Subcommittee also agreed to follow the ground rules that were previously established for the CIP Committee:

- No more than two questions at a time from the same person
- Hold questions until the end of the presentation
- There are no dumb questions
- Stay on topic
- Be considerate of others
 - Listen to understand
 - Don't interrupt

The Subcommittee was provided a list of Arvada City staff and outside consulting resources available to them for consultation. The Subcommittee also requested an additional consultant by the name of Dee Weisor from the law firm, Sherman & Howard, L.L.C. to be added to that list.

- Victoria Runkle - Arvada Finance Director
- Lisa Yagi - Arvada Deputy Finance Director
- Bryan Archer - Arvada Controller
- Arlene Martinez - Arvada Project Manager
- Catherine Teutsch – Core Learning Matters, Inc. Facilitator
- Mike Trevithick – Consultant
- Dee Weisor –Bond Consultant

It was discussed that there will be six scheduled Subcommittee meetings:

5/27, 6/10, 6/17, 7/1, 7/15 and 7/30. The subject-matter focus of each meeting was discussed:

-5/27 Organizational Meeting

-6/10 Budget Overview to address potential cuts – both items and impacts

-6/17 Sales and property tax comparison data, alternative CIP funding source discussion

-7/1 Revenue options discussion with the goal of determining a prioritized list of other options; overview of 3-tiered approach; viable Tier 3 revenue options; small group exercise: benefits, concerns, questions

-7/15 Priority list/funding-tier match; process for changing the list; council policy direction discussion

-7/30 Review final recommendations; final approval of product by full CIP Committee

The methodology that the Subcommittee will use was also discussed and the decision was made to define the funding tiers first. Next the Arvada City staff presented a “straw man” funding matrix for committee consideration. The Subcommittee accepted the matrix with several change recommendations: the Subcommittee wants to be able to checkmark multiple funding tiers and also to consider using percentage allocations for each funding tier. This would allow weighting of the funding decisions (e.g. 10% funding from Tier II and 90% from Tier III.) Finally, the methodology will include the analysis, discussion and amendment of the funding matrix.

Next the Subcommittee reviewed and discussed the definitions of the Tiers:

- Tier I
 - City Charter Requirement
 - Funded with 60% of first sales tax penny
- Tier II
 - One-time Money for CIP Needs
 - Depends on City’s Financial Ability
 - Budget Reductions Fund On-going CIP Needs
- Tier III
 - Includes But Not Limited to:
 - Voter-approved Initiatives
 - Developer Agreements
 - Special Districts

(Vik you may want to add some points in this section about what you presented).

Victoria Runkle then presented detailed information about Tier I funding. She briefly discussed the sources of Tier II funding. Finally, she stated that the City Council had

not yet allocated budget dollars due to the fact that they were awaiting the CIP Finance Subcommittee's recommendation.

