

## **Village of Ballston Spa Revenue Advisory Committee Charter Statement**

The Village of Ballston Spa Revenue Advisory Committee (“RAC”) shall be formed in order to assist the Village Board of Trustees in developing strategies and identifying opportunities to increase the revenues of the Village, which are necessary for the proper maintenance and upkeep of village facilities and infrastructure. The RAC will seek to identify and study revenue opportunities, including those used by other municipalities that may be available to the Village. The final goal and product of the RAC is a set of revenue recommendations for the Board of Trustee’s consideration.

The RAC will focus on the following three sources of revenue, in the following sequence:

### **1) Water and Sewer Revenue**

As a first order of business, the RAC will meet with Trustee Kormos to review and discuss with her an analysis and proposal she has developed for water revenue enhancement, as well as possible alternatives.

The RAC should develop a set of water and sewer recommendations by October 2023.

### **2) Parking Revenue**

The RAC should develop a set of parking recommendations by January 2023.

Per existing committee policy a Trustee chosen by the majority of Board members will act as liaison to the RAC and will participate in the analysis of village data but will not vote on recommendations. The RAC will submit its findings and recommendations to the Village Board of Trustees.

The RAC will consist of seven members appointed by the Board of Trustees following the Committee Policy and approved by the Village Board. The members of RAC will choose a Chair of the RAC, who will be responsible for convening and presiding over meetings, keeping RAC records and presenting its recommendations. The committee will meet at such times as the majority may determine. The RAC will keep minutes of the meetings and record all such data as is necessary to provide information for such recommendations and its records shall be available to the Village at any time, including for the production to the public upon request under the NYS Freedom of Information Law.

The RAC will have full and complete access to otherwise public financial and other records of the Village, as they may be requested by the RAC. The members of RAC may also meet with department heads and other village staff as deemed appropriate by a majority of the RAC members.

The RAC is not considered a Public Body under New York State law; has no power to take final action and therefore falls outside the scope of the Open Meetings Law. RAC will, however, conduct its meetings with notice of meetings and attendance by the public is welcomed. The RAC can meet without a quorum but cannot vote on matters without a quorum.