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Thursday, May 11, 2017

**Budget Committee Meeting Minutes**

**6:30 pm, Community Auditorium**

***Minutes approved by Budget Committee on April 5, 2018.***

**1. CALLED TO ORDER AND ROLL CALL:**

Chair Rod Fuiten called the Budget Committee meeting to order at 6:32 p.m.

**ROLL CALL: PRESENT:** David Andersen, Meredith Bliss, Rod Fuiten, Thomas Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ronald Thompson, Peter Truax, Elena Uhing, and Matt Vandehey.

**ABSENT:** Malynda Wenzl, excused.

**STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Bryce Baker, Senior Management Analyst; Keith Hormann, Interim Light & Power Director; Rob Foster, Public Works Director; Rich Blackmun, Engineering Project Manager; and Beverly Maughan, Executive Assistant to City Manager.

**2. FOLLOW UP FROM PRIOR MEETING:**

Moved to after item 3. Follow up on questions regarding FGS&CC. Johnston declared a conflict of interest on this issue and did not participate in discussion. Downey presented information on the issues raised at the last budget committee meeting including industry standard for nonprofit operating reserves, past City contributions and FGSCC financial performance, City's obligation under CDBG, and general obligations of each party under the Operation Contract which he indicated needed to be revised to accurately reflect that the City repairs and does maintenance on the HVAC system.

**3. REVIEW OF 2017-18 ANNUAL PROPOSED BUDGET CONTINUED:**

Downey continued the review of the highlights for the remaining proposed budget funds as noted in the PowerPoint summary and answered questions from the committee. The review included a comparison of Public Works infrastructure in 2005 (the last time a utility worker position was added) to 2017 which supported the proposed addition of a 1.00 FTE utility worker. The proposed budget also includes funds to have Public Works master plans updated.

During the review of the Equipment Fund, Truax proposed implementing a policy of purchasing hybrid and electric administrative vehicles as part of the City's goal to be sustainable and a green city and that the budget message include such a practice. In response to his proposal, Uhing and Johnston indicated they needed more information such as battery costs and overall maintenance cost of such vehicles before considering this proposal.

In response to the review of Capital Projects Fund including the expenditure for the

purchase of property next to Gales Creek Fire Station, Truax commented for the record that the City Council did not have input into the purchase of the manufactured home on the property.

**4. PUBLIC COMMENT ON PROPOSED BUDGET:** None.

**5. DISCUSSION & APPROVAL OF BUDGET:**

Capital Improvements Program Approval

Bliss moved, seconded by Truax, to approve the Capital Improvements Program for FY 2017-22. DISCUSSION: None.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, Tom Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, Elena Uhing, and Matt Vandehey. NOES: None. ABSENT: Malynda Wenzl, excused. Motion passed 13-0.

Senior Center Funding Approval

Johnston declared a conflict of interest on this line item and did not participate in discussion or vote.

Bliss moved, seconded by Thompson, to approve expenditures for FY 2017-18 in the amount of \$29,000 for the FG Senior and Community Center expenditure line item in the Administrative Services Department of the General Fund.

DISCUSSION: Rippe and Vandehey recommended that, prior to next year's budget cycle, the City Council establish a process and policy for managing long-term reserves for the FGS&CC.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, Elena Uhing, and Matt Vandehey. NOES: None. RECUSED: Thomas Johnston. ABSENT: Malynda Wenzl, excused. Motion passed 12-0.

Compensation Plan Approval

Vandehey declared a conflict of interest on this line item and did not participate in discussion or vote.

Bliss moved, seconded by Roth, to approve the FY 2017-18 Compensation Plan. DISCUSSION: NONE.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, Thomas Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, and Elena Uhing. NOES: None. RECUSED: Matt Vandehey. ABSENT: Malynda Wenzl, excused. Motion passed 12-0.

Administrative Services Department Budget Approval

Vandehey declared a conflict of interest on this line item and did not participate in discussion or vote.

Truax moved, seconded by Smith, to approve the FY 2017-18 Administrative Services budget in the amount of \$2,937,945. DISCUSSION: None.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, Thomas Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, and Elena Uhing. NOES: None. RECUSED: Matt Vandehey. ABSENT: Malynda Wenzl, excused. Motion passed 12-0.

Remainder of Proposed FY 2017-18 Budget Approval

Maisel moved, seconded by Bliss, to approve expenditures for FY 2017-18 Proposed Budget except for the General Fund Administrative Services Department which was previously approved in the amount of \$102,528,643 and to establish the maximum expenditures for each fund as shown on FY 2017-18 Approved Budget Expenditure Summary by Fund. Total Approved Budget will be \$105,466,588. DISCUSSION: None.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, Tom Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, Elena Uhing, and Matt Vandehey. NOES: None. ABSENT: Malynda Wenzl, excused. Motion passed 13-0.

Property Tax Rate Approval

Maisel moved, seconded by Smith, to approve, for fiscal year 2017-18, a property tax rate of \$3.9554 per \$1,000 of assessed value for General Fund property taxes for taxes levied by the City's permanent rate, and a property tax rate of \$1.60 per \$1,000 of assessed value for General Fund property taxes for the final year of the five-year Local Option Levy approved in May, 2012. DISCUSSION: None.

VOICE VOTE: AYES: David Andersen, Meredith Bliss, Rod Fuiten, Tom Johnston, David Maisel, Timothy Rippe, Debby Roth, Chere Sandusky, Dale Smith, Ron Thompson, Peter Truax, Elena Uhing, and Matt Vandehey. NOES: None. ABSENT: Malynda Wenzl, excused. Motion passed 13-0.

**6. ADJOURNMENT:**

Chair Fuiten adjourned the committee meeting at 9:14 p.m.

Respectfully submitted,

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Beverly Maughan, Executive Assistant