

# Budget Committee Minutes

April 29<sup>th</sup>, 2010

Members of the Budget Committee met this day in regular session at City Hall, Brownsville, Oregon at 7:00 p.m.

**Present:** Mayor Don Ware, Councilor Mandy Cole, Councilor Gary Shepherd, Councilor Lynda Chambers, Councilor Carla Gerber, Councilor Rob Boyanovsky, Marilyn Grimes, June Schlosser, Rick Dominguez, Don Andrews, Kaye Fox and Budget Officer S. Scott McDowell.

**Absent:** Councilor Nan Van Sandt.

**Public:** Leslie Heckathorn.

**Presiding:** Don Ware & Marilyn Grimes.

The meeting was called to order at 7:00 p.m. by Mayor Ware. Ware opened the floor for nominations for the position of Committee Chair stating that he prefers to have a citizen member for the position. Ware nominated Mrs. Grimes. Mr. Boyanovsky seconded the nomination. There being no further nominations forwarded, Mayor Ware closed nominations and Mrs. Grimes was appointed Committee Chair. The motion carried unanimously. Mrs. Grimes conducted the meeting. Mrs. Van Sandt had an excused absence for this meeting.

Chair Grimes asked Mr. McDowell to recognize Budget Committee Membership. McDowell explained that the seven members of Council are required seats meaning those seats must be counted toward quorum and voting. If a municipality is incapable of filling the same number of public participants the Committee can be formed based on that total number. This year the City recognizes a twelve (12) member Committee due to there being two openings on the public participant side of the ledger.

Chair Grimes then turned the meeting over to McDowell for the annual presentation regarding the proposed budget. McDowell said the presentation would include an overview of 1) budget law, 2) budget process, 3) local process, 4) how to read the budget, 5) the numbers used for the creation of the budget & 6) the goals. McDowell's discussion was primarily the Budget Message for 2010-2011 as provided to the Committee. Highlights from the presentation included the discussion of the Water & wastewater Bonds and the proposed Capital Projects. McDowell reviewed the Water Bond discussion from the last three years. The basic issue is that the City needs to make additional payments on the Water Bond starting in 2012. However, if the City pays off the debt too early, the City would be in jeopardy of not receiving Federal & State funding in the future by becoming a self-sustaining utility. The useful life of the Water Plant is not the same term as the Water Bond. McDowell stated that he would be contacting the United States department of Agriculture for advice on exactly how to handle the future payments and to determine the above referenced implications.

The following list was presented and discussed regarding projects for the upcoming fiscal year:

1. Gateway Project - \$ 41,500 Required Match
2. Gateway Project - \$100,000 Washburn Street Water Line +
3. OPRD Grant Match - \$100,000 Kirk's Ferry Park Improvements
4. School Avenue Water Line - \$90,000

5. City Hall - \$70,000; includes painting of City Hall, Rec Center & Picture Gallery. Also includes funds for City Hall Roof.
6. Sewer Inspection & Analysis - \$60,000
7. Software Upgrade - \$40,000 Utility Billing, General Ledger & Payroll
8. Utility Communications - \$40,000\*
9. Wells Electrical Upgrade - \$30,000\*
10. Vehicle Replacement - \$20,000
11. Nuisance Abatement - \$15,000
12. Tree City - \$5,000
13. Intergovernmental Requests - \$5,000
14. Street - \$40,000; General Maintenance
15. Library - \$4,000; Inventory Computer Implementation

*Saving for:*

1. Vactor - \$144,000
2. Rec Center Floor - \$40,000

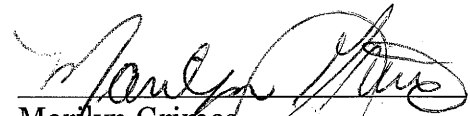
McDowell also provided cost estimates for a major drainage project on Washington Street (\$180,987) and street & water line reconstruction on Oak Street (\$ 139,385). The Utility Audit and Water Master Plan also made honorable mention. There was much discussion and questions regarding the topics presented. McDowell indicated that the next meeting would be Thursday, May 6<sup>th</sup> at 7:00 p.m. There being no further business, the discussion was tabled until that time.

ATTEST:



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S. Scott McDowell  
Budget Officer



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Marilyn Grimes  
Budget Committee Chair



**CITY OF BROWNSVILLE**  
**Budget Committee Meeting**

Council Chambers – City Hall  
Thursday – May 6<sup>th</sup>, 2010

**AGENDA**

**7:00 PM**

- 1) RESUME DELIBERATIONS
- 2) ROLL CALL
- 3) APPROVE MINUTES: April 29<sup>th</sup>, 2010
- 4) PUBLIC COMMENT
- 5) BUDGET DISCUSSION
- 6) POSSIBLE USES OF STATE REVENUE SHARING
- 7) TABLE THE MEETING FOR May 13<sup>th</sup>, 7:00 p.m., 2010.

**PUBLIC COMMENT WILL BE HELD THIS NIGHT.**

This Agenda is a specific list of the subjects to be discussed at the meeting. The location of the meeting is accessible to physically challenged individuals. Should special accommodations be needed, please notify S. Scott McDowell, City Administrator, at (541) 466-5880 in advance. Thank You.