

MINUTES OF THE BUDGET COMMITTEE OF THE CITY OF REEDSPORT FEBRUARY 11, 2013,
7:00 P.M. AT CITY HALL.

PRESENT: Mayor Keith Tymchuk, Councilors Kathi Wall-Meyer, Frank Barth, Mike Macho, Diane Essig, DeeDee Murphy and Linda McCollum

Committee Members Preston Richardson, Jacque Potter, Mark Bedard, Gaylyn Bradley Judy Macho and Norman Morrison

City Manager Jonathan Wright

OTHERS PRESENT: Diane Novak, Vera Koch, Tom Anderson, Steve Miller, Joel Smith, Mark Fandrey and Sara Haase.

1. CALL TO ORDER
2. APPROVAL OF THE AGENDA

Committee Member Keith Tymchuk moved that the Budget Committee approve the Agenda.

Committee Member Jacque Potter seconded the motion.

MOTION:

that the Budget Committee approve the Agenda.

VOTE:

A vote was taken on the motion with the following results:

AYES 13 NAYS 0

(Mayor Tymchuk, Councilors Barth, Wall-Meyer, Essig, Macho, McCollum, Murphy and Committee Members Bedard, Richardson, Bradley, Macho, Morrison and Potter voted in favor of the motion.)

Chair Mark Bedard declared the motion passed unanimously.

3. APPROVAL OF THE MINUTES

A. Approve the minutes of the October 29, 2012 meeting of the Budget Committee.

Committee Member Diane Essig moved that the Budget Committee approve minutes of the October 29, 2012 Budget Committee as amended.

Committee Member Mike Macho seconded the motion.

MOTION:

that the Budget Committee approve minutes of the October 29, 2012 Budget Committee Meeting as amended.

VOTE:

A vote was taken on the motion with the following results:

AYES 13 NAYS 0

(Mayor Tymchuk, Councilors Barth, Wall-Meyer, Essig, Macho, McCollum, Murphy and Committee Members Bedard, Richardson, Bradley, Macho, Morrison and Potter voted in favor of the motion.)

Chair Mark Bedard declared the motion passed unanimously.

4. CITIZEN COMMENTS
This time is reserved for citizens to comment. Maximum of five minutes per item, please.

There were no citizen's comments.

5. GENERAL BUSINESS

A. Election of Budget Committee Chair and Vice Chair for 2013 Calendar Year

A motion was made to nominate Mark Bedard as Budget Committee Chair for 2013 calendar year.

MOTION:

that the Budget Committee elect Mark Bedard as Chair for 2013 Calendar Year.

VOTE:

A vote was taken on the motion with the following results:

AYES 13 NAYS 0

(Mayor Tymchuk, Councilors Barth, Wall-Meyer, Essig, Macho, McCollum, Murphy and Committee Members Bedard, Richardson, Bradley, Macho, Morrison and Potter voted in favor of the motion.)

Chair Mark Bedard declared the motion passed unanimously.

A motion was made to nominate Jacque Potter as Budget Committee Vice Chair for 2013 calendar year.

MOTION:

that the Budget Committee elect Jacque Potter as Vice Chair for 2013 Calendar Year.

VOTE:

A vote was taken on the motion with the following results:

AYES 13 NAYS 0

(Mayor Tymchuk, Councilors Barth, Wall-Meyer, Essig, Macho, McCollum, Murphy and Committee Members Bedard, Richardson, Bradley, Macho, Morrison and Potter voted in favor of the motion.)

Chair Mark Bedard declared the motion passed unanimously.

B. FY 2012/013 Budget Update

Finance Director Vera Koch updated the Budget Committee on the supplemental budget changes as passed by Council February 4, 2013.

Supplemental Budget Changes:

- Increased General Fund revenue by \$10,000 for Police Grants. Grant from City County Insurance.
- Increased expenditures by \$10,000 Police Grant expenditures.
- Moved funds from Personal Services to Materials & Services for temporary Jobs Plus worker and contract Public Utilities Director.
- Total increase of \$10,000 with no increase to property taxes.

The following financial report for Fiscal year 2012-2013 was presented by Finance Director Vera Koch.

2012 / 2013 Financial Report

Presented February 4, 2013 **50%**

**Second Quarter of fiscal year
2012/2013
For period ending December
2012**

General Fund 001

	Budget	Actual
Beginning Fund Balance	\$660,000	\$725,739
Revenue	\$2,200,680	\$1,602,569
*Expenditures	\$2,470,680	\$804,912

*(less unappropriated expenditures)

Street Fund 002

	Budget	Actual
Beginning Fund Balance	\$70,000	\$111,796
Revenue	\$230,400	\$134,251
*Expenditures	\$285,400	\$129,146

*(less unappropriated expenditures)

Water Utility Fund 003

	Budget	Actual
Beginning Fund Balance	\$60,000	\$129,454
Revenue	\$826,700	\$418,797
*Expenditures	\$873,000	\$436,590

*(less unappropriated expenditures)

Wastewater Utility 004

	Budget	Actual
Beginning Fund Balance	\$200,000	\$465,031
Revenue	\$1,836,600	\$933,174
*Expenditures	\$2,016,600	\$920,078

*(less unappropriated expenditures)

Stormwater Utility Fund 005

	Budget	Actual
Beginning Fund Balance	\$7,000	\$13,974
Revenue	\$73,450	\$37,441
*Expenditures	\$78,500	\$39,518

*(less unappropriated expenditures)

Bicycle/footpath Fund 007

	Budget	Actual
Beginning Fund Balance	\$32,230	\$32,882
Revenue	\$1,960	\$1,239
*Expenditures	\$34,190	\$0

Water SPWF Loan Debt Fund 010

	Budget	Actual
Beginning Fund Balance	\$78,000	\$78,094
Revenue	\$22,975	\$16,872
*Expenditures	\$21,400	\$21,344

*(less unappropriated expenditures)

Water Filtration Debt/Reserve Fund 011

	Budget	Actual
Beginning Fund Balance	\$11,000	\$11,016
Revenue	\$127,750	\$127,735
*Expenditures	\$127,680	\$122,561

*(less unappropriated expenditures)

Wastewater DEQ Loan Debt Fund 012

	Budget	Actual
Beginning Fund Balance	673,000	673,983
Revenue	\$670,990	\$335,917
*Expenditures	\$821,705	\$410,848
*(less unappropriated expenditures)		

Wastewater OECDD Loan Debt Fund 013

	Budget	Actual
Beginning Fund Balance	50,950.00	51,023.00
Revenue	\$203,300	\$117,583
*Expenditures	\$154,250	\$154,247
*(less unappropriated expenditures)		

Fire Equipment Fund 014

	Budget	Actual
Beginning Fund Balance	\$72,000	\$76,653
Revenue	\$29,100	\$10,022
*Expenditures	\$101,100	\$316
*(less unappropriated expenditures)		

Dunes NRA Fund 016

	Budget	Actual
Beginning Fund Balance	\$70,000	\$74,455
Revenue	\$103,050	\$47,766
*Expenditures	\$173,050	\$51,011
*(less unappropriated expenditures)		

Riverfront Fund 017

	Budget	Actual
Beginning Fund Balance	\$32,015	\$43,610
Revenue	\$124,750	\$72,402
*Expenditures	\$152,015	\$62,733

Library Renovation Fund 018

	Budget	Actual
Beginning Fund Balance	\$76,000	\$70,863
Revenue	\$44,000	\$45,759
*Expenditures	\$120,000	\$4,020

Sys. Development Fund Water 020

	Budget	Actual
Beginning Fund Balance	\$69,700	\$69,837
Revenue	\$200	\$136
*Expenditures	\$69,900	\$0

Sys. Development Fund Wastewater 021

	Budget	Actual
Beginning Fund Balance	\$131,600	\$131,576
Revenue	\$500	\$256
*Expenditures	\$132,100	\$0

System Development Fund Stormwater 022		Budget	Actual
Beginning	Fund		
Balance		\$5,950	\$5,974
Revenue		\$15	\$12
*Expenditures		\$5,965	\$0

Enterprise Cap. Improve. Fund -Sewer 024		Budget	Actual
Beginning	Fund		
Balance		\$730,000	\$887,241
Revenue		\$187,460	\$94,256
*Expenditures		\$917,460	\$740

General Capital Improve. Fund 025		Budget	Actual
Beginning	Fund		
Balance		\$198,500	\$198,487
Revenue		\$55,665	\$26,725
*Expenditures		\$204,165	\$35,270
*(less unappropriated expenditures)			

Street Capital Fund 026		Budget	Actual
Beginning	Fund		
Balance		\$220,000	\$222,887
Revenue		\$81,505	\$41,080
*Expenditures		\$301,505	\$50,000
*(less unappropriated expenditures)			

Storm Capital Fund 027		Budget	Actual
Beginning	Fund		
Balance		\$98,000	\$99,865
Revenue		\$200	\$195
*Expenditures		\$98,200	\$0
*(less unappropriated expenditures)			

Water Enterprise Capital Improvement Fund 029		Budget	Actual
Beginning	Fund		
Balance		\$1,470,000	\$1,469,026
Revenue		\$82,390	\$42,499
*Expenditures		\$1,552,390	\$0
*(less unappropriated expenditures)			

Reedsport Urban Renewal District. Fund 150		Budget	Actual
Beginning	Fund		
Balance		\$173,000	\$185,743
Revenue		\$75,500	\$81,739
*Expenditures		\$248,500	\$9,558

C. Capital Improvement Projects Update

City Manager Jonathan Wright presented a Capital Improvement Plan update as follows:

- Zack Turner Fire Station (Frontage Road) roof project has been completed. Bid of \$33,875 was awarded to Jack's Roofing.

- Staff is requesting quotes for the Community Building energy efficiency program. This project entails the addition of motion detectors, heat sensors and efficient light bulbs and ballasts. The energy efficient grants through Bonneville Power Administration and the local provider Central Lincoln PUD is being utilized for offsetting costs.
- Reedsport Branch Library renovation is nearing completion. Painting and carpeting of the interior is completed with a new circulation desk, book shelves and landscaping remaining to be completed in the near future.
- Dunes NRA Office building roof project is being prepared to go back out for bids. The project was bid a year ago, but the bids came higher than the funding available so this was postponed.
- Senior Center Roof project is also being prepared to be advertised for bids. Staff has obtained a couple of grants to help with the cost of the project. It is anticipated this project will be completed by June 30, 2013.
- Railroad Crossings at Fir Avenue and Winchester Avenue are expected to go out for bid around March 2013. The Port of Coos Bay and ODOT Rail are coordinating this plan. The City expects to take over the maintenance and ownership of the Reedsport West Road upon completion of the railroad crossings.
- Water Treatment Plant Ultra Violet change-over is still in the offing with grants being sought to offset some of the cost.
- 16th Street Waterline relocation is still under consultation.

D. Preliminary Discussion of FY 2013 / 014

Finance Officer Vera Koch presented a new update on the compression situation for the City of Reedsport. The following table was presented and discussed with the conclusion, the City is struggling and prediction is that compression will be more severe in the 2013 / 014 FY.

Current Tax Information:

Compression History last 5 years

	Property Taxes		Compression	
	Budgeted	Actual	Budgeted	Actual
2008/2009	1,200,000	1,205,324	24,000	31,061
2009/2010	1,200,000	1,247,646	26,000	38,621
2010/2011	1,263,000	1,241,969	35,000	48,800
2011/2012	1,275,000	1,243,766	45,000	63,770
2012/2013	1,220,000	Est 1,196,641	85,000	128,000

E. Review FY 2013 / 014 Budget Preparation Calendar

Finance Director Vera Koch presented the Budget Preparation Calendar, for the fiscal year 2013-014. The first Budget Committee meeting will be Monday, April 8th, 2013 beginning at 6:30 with the Urban Renewal District Agency meeting followed by the regular Budget Committee meeting at 7:00 pm.

6. Miscellaneous Items
(Budget Committee Members, City Staff)

Mayor Keith Tymchuk reported that Curry County is presenting a 5 year local option tax levy for approval of its residents to prevent the disbanding all County services. He also noted that Jackson County is struggling as well.

City Manager Jonathan Wright announced several officials attended an ODOT meeting and was able to report that the City was still in the running for approval of the Downtown Improvements scheduled for 2017 / 018.

7. Adjourn

Meeting was adjourned. The next meeting will be held April 8th at 7:00 pm to hear the budget message and begin the FY 2013 / 014 budget process.

Mark Bedard, Chair

ATTEST:

Deanna Schafer, City Recorder