

Budget Committee Meeting Minutes

TUESDAY, MAY 25, 2017

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

AGENDA ITEM 1 **CALL TO ORDER/ROLL CALL:**

CONVENED:

The meeting was called to order by Mayor Cheryl A. Young at 6:00 p.m.

MEMBERS PRESENT:

Cheryl A. Young
Lyle Bluhm
Karli Ebert
Barbara Gordon
Nell Harrison
Sally Ann Marson
Rebecca Pickering
Gordon Thistle

MEMBERS ABSENT:

Lisa Moore
Alexander Reed

ALSO PRESENT:

Leahnette Rivers, City Administrator/Recorder

A quorum was present and due notice had been published.

AGENDA ITEM 2 **ELECTION OF OFFICERS:**

Mayor Young opened the nominations for the position of Chair.

MOVED (YOUNG) AND SECONDED (MARSON) TO NOMINATE BARBARA GORDON AS CHAIR.

There being no further nominations for the position of Chair, Mayor Young closed the nominations and called for a vote. ALL VOTED IN FAVOR OF BARBARA GORDON SERVING AS CHAIR. Mayor Young declared her duly elected.

Mayor Young turned the meeting over to Chair Gordon.

Chair Gordon opened the nominations for the position of Vice-Chair.

MOVED (MARSON) AND SECONDED (YOUNG) TO NOMINATE LYLE BLUHM AS VICE-CHAIR.

There being no further nominations for the position of Vice-Chair, Chair Gordon closed the nominations and called for a vote. ALL VOTED IN FAVOR OF LYLE BLUHM SERVING AS VICE-CHAIR. Chair Gordon declared him duly elected.

Chair Gordon opened the nominations for the position of Secretary.

MOVED (MARSON) AND SECONDED (YOUNG) TO NOMINATE REBECCA PICKERING AS SECRETARY.

There being no further nominations for the position of Secretary, Chair Gordon closed the nominations and called for a vote. ALL VOTED IN FAVOR OF REBECCA PICKERING SERVING AS SECRETARY. Chair Gordon declared her duly elected.

AGENDA ITEM 3 **BUDGET MESSAGE 2017/18:**

Committee Members indicated they had read the budget message prior to the meeting. Leahnette gave a brief overview of the budget message. She noted that a 3% increase in water and sewer is proposed for July 1. She said this is the fifth of a five annual 3% increases that were recommended by the Water & Wastewater Analysis Summary Report dated April 2013. She said the increase is needed to generate the amount of revenue required to pay for operation and maintenance costs, make annual debt payments, meet loan debt coverage requirements, and complete necessary capital improvements.

Leahnette discussed the following items with members:

- The capital project list, describing the funding for each project (grants, loans, etc.);
- The Columbia City Industrial Park Master Plan work that will be completed if our TGM Grant application is successful;
- Two new loan issuances for water and sewer improvement projects;
- The impact that the Community Hall remodel project had on the General Fund Balance (which is equal to 2-1/2 months of General Fund operating expenses instead of the 3 months required by policy), noting that she expects the fund balance to recover during the coming year;
- The rebounding economy and the increase in development activities.

AGENDA ITEM 4 **PUBLIC HEARING: To receive comments from the public on the proposed budget for fiscal year 2017/18.**

Public Hearing opened.

No comments were heard from the public.

Public Hearing closed.

AGENDA ITEM 5 **PUBLIC HEARING: To receive comments from the public on the proposed use of revenue sharing funds for fiscal year 2017/18.**

Public Hearing opened.

Karli asked how much Revenue Sharing is received, and what it is used for.

Leahnette said the \$17,500 is anticipated in the coming year, and we typically use it for park maintenance activities.

Public Hearing closed.

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AGENDA ITEM 6 REVIEW OF PROPOSED BUDGET FOR FISCAL YEAR 2017/18:

Members concluded that no further discussion or review would be needed at this time.

AGENDA ITEM 7 APPROVAL OF BUDGET OR ANNOUNCEMENT OF NEXT MEETING DATE, TIME AND LOCATION:

MOVED (YOUNG), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO APPROVE THE 2017/18 PROPOSED BUDGET.

MOVED (YOUNG), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO LEVY A PERMANENT TAX RATE OF \$1.1346 PER THOUSAND, AND TO LEVY A LOCAL OPTION TAX RATE OF \$0.67 AS PROVIDED IN THE 2017/18 PROPOSED BUDGET.

AGENDA ITEM 8 ADJOURNMENT:

There being no further business to come before the Committee, MOVED (YOUNG), SECONDED (MARSON) AND CARRIED UNANIMOUSLY THAT THE MEETING ADJOURN. The meeting adjourned at 6:52 p.m.

APPROVED:

Barbara Gordon
Budget Committee Chair

Rebecca Pickering
Budget Committee Secretary

ATTEST:

Leahnette Rivers
City Administrator/Recorder
Budget Officer