



**OFFICIAL MINUTES BUDGET ADVISORY COMMITTEE MEETING FOR MAY 29, 2013**

Present: Candice Kelly, Roger Mason, Diane Buisman, Del Judy, Nancy Grimes, Dan Gaur, Terri Ward, Lou Ogden, Monique Beikman, Mike Riley, Ed Truax, Frank Bubenik, Nancy Grimes

Absent: Wade Brooksby

Staff Present: City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker; Assistant City Manager Alice Rouyer; Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Deputy City Recorder Nicole Morris; Information Services Manager Lance Harris; Library Manager Abigail Elder; Engineering Manager Kaaren Hofmann; Parks Maintenance Manager Tom Steiger; Water Division Manager Mick Wilson; Maintenance Services Division Manager Clayton Reynolds; Police Captain Mark Gardner; Police Captain Larry Braaksma; Street/Sewer/Storm Division Manager Bert Olheiser; Human Resources Manager Janet Newport; Program Coordinator Lisa Thorpe; Pohl Center Coordinator Matt Saviello; Accounting Supervisor Matthew Warner; Public Works Director Jerry Postema

**A CALL TO ORDER**

Chair Ward called the meeting to order at 6:03 p.m.

**B APPROVAL OF MINUTES**

Approval of Minutes from the Budget Advisory Committee Meeting of May 30, 2012 and May 14, 2013.

MOTION by Monique Beikman, SECONDED by Mike Riley to approve the meeting minutes for May 30, 2012 and May 14, 2013.

**Vote:** 13 - 0 MOTION CARRIED

**C PUBLIC HEARING**

Public Hearing in Accordance with ORS 221.270 Regarding State Shared Revenues.

Finance Director Hudson noted that the intent for holding this public hearing is to receive state shared revenues. He gave a brief staff report on the state shared revenues that the City receives. He noted that the city is estimated to receive \$294,300 in the FY13/14 budget. The revenue is not restricted and is used for general city operations. Cigarette, gas, and remaining liquor taxes are not covered in this public hearing.

No comments were received from the public.

**D MEETING AGENDA AND MATERIALS**

- 1 Discussion of Fiscal Year 2013-14 Budget

Director Hudson distributed answers to questions submitted by committee members for review. Items covered included questions related to the infrastructure reserve fund, donations of surplus technology, transfers from same funds, and the fiscal health model.

Councilor Grimes asked questions related to legislation regarding PERS and verified that these potential changes had not been included in the budget.

Mayor Ogden asked questions related to the projected gap in the budget. Director Hudson stated that this gap can comfortably be made up through reserves and other sources of revenue that may come in.

Director Hudson briefly covered operating funds to date for FY 2012-13. He reviewed how the general fund, building fund, and operating funds are currently trending.

Director Hudson began the discussion of the FY 2013-14 budget by explaining commonalities for each department throughout the proposed budget including PERS, computer replacements, and small tools.

He provided the committee with an overview of revenues for property tax, franchise fees, state shared revenues, grant revenues, police services, building fund, water usage charges, and sewer fund transfers. He briefly covered the increase in water rates stating that though the rates are going up the revenues are decreasing because the city is selling less water. Significant changes in expenditures in the following areas were discussed: Policy and Administration, Community Development, Community Services, Public Safety and Public Works. Items including staffing and special onetime expenditures were covered for each department. Items of note were presented and discussed.

An amendment for projects that had balances to be carried over into FY 13/14, as well as the addition of \$11,500 in one-time dollars for a drug detection dog, was presented to the committee for inclusion in the approval of the budget.

## 2 Public Comment

Kathy Newcomb submitted her suggestions for the record to the budget committee. Comments included the Tualatin Development Commission funding a park and ride, better control over travel expenses, and property tax revenues.

## 3 Committee Questions and Comments

Chair Ward asked that the City Council line items for Conferences and Meetings for the Mayor and Council not be combined. Consensus amongst the group was reached to keep these as two line items.

MOTION by Roger Mason, SECONDED by Mike Riley to approve the Fiscal Year 2013-2014 City of Tualatin budget, as amended, the property taxes it contains at the rate of \$2.2665 per \$1,000 of assessed value for operating purposes, and the amount of \$995,000 for payment of general obligation bond principal and interest.

**Vote:** 13 - 0 MOTION CARRIED

## E ADJOURNMENT

The meeting was adjourned at 6:28 p.m.

Sherilyn Lombos, City Manager

Nicole Morris / Nicole, Morris, Recording Secretary