

**ADAIR VILLAGE BUDGET COMMITTEE-Final  
City Hall - 6030 Wm. R Carr Av.**

\*\*\*\*Tuesday, April 22, 2014 - 6:00 PM\*\*\*\*

**1. ROLL CALL – Flag Salute**

**2. NEW BUSINESS:**

a) Budget Work Session

Drew Foster & Pat Hare

**Action:** Discussion

**3. ADJOURNMENT:**

Next meetings -

City Council–Tuesday, April 22, 2014 6:00 PM

City Council–Tuesday, May 6, 2014 6:00 PM

Planning Commission- Wednesday, May 21, 2014 7:00 PM

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***The order in which items on the Agenda are addressed by the City Council  
may vary from the order shown on the Agenda.***

**ADAIR VILLAGE  
BUDGET COMMITTEE MINUTES-Draft  
6030 William R. Carr Avenue**

\*\*\*\*Tuesday, April 22, 2014 – 7:20 PM\*\*\*\*

Agenda Item	Action
<p><b>1. Roll Call:</b> Members present: Committee members Widony, Andrews, Packard, and Snyder were present. Councilors Real, King, Mercer and Mayor Currier were present. Councilor Canfield and Committee member Kubler were absent. CA (City Administrator) Foster recorded the meeting. ACA (Assistant City Administrator) Pat Hare was in attendance.</p>	<p>Mayor Currier called the meeting to order at 6:05 PM.</p>
<p><b>2. Election of Budget Committee Chair</b> (Not listed on Agenda) Mayor Currier said that tonight would simply be a short introduction to the budget, but that the Budget Message and Public Comment will take place at the second meeting on May 6<sup>th</sup>.</p> <p>Nominations for Budget Chair followed (see Action column).</p>	<p>Councilor King moved to appoint Mayor Currier as Budget Committee chair. Budget Member Widony seconded. <b>(Four ayes, 3 abstentions, 1 nay)</b></p> <p>Member Snyder moved to appoint Councilor Real as chair with Mayor Currier as vice-chair of the Budget Committee. Budget Member Packard seconded. <b>(8-0. Unanimous)</b></p>
<p><b>3. Budget Background</b> (Agenda Item 1). At Chair Real's request, CA Foster presented the organization of the 2014-15 Budget.</p> <ul style="list-style-type: none"> <li>- Budget starts with a section showing all expenses by all Funds.</li> <li>- Next is the Personnel Salaries and Benefits by all Funds. This has a 2.5 percent COLA (Cost of Living Adjustment) based on the 2013 Portland CPI (consumer Price Index). In addition, Kathy Edmaiston's position as Utility/Court Clerk will be expanded from .72 FTE (Full Time Equivalent) to Full Time. She has already taken on additional duties of recording Council meetings and the rest of the additional .28 FTE will be to take over the work of reviewing, archiving, and ultimately, scanning all the historic documents of the City that was previously covered by Judy Vedamuthu. Kathy would also be responsible for keeping minutes, ordinances, and resolutions update to date and continue the work of scanning those documents to make them available on the City's website.</li> </ul> <p>Councilor Real pointed out that there was a mistake in the totals for Kathy's position on this page.</p> <p>This is only a \$2,000 change from the previous year, but that doesn't take into account the move of the Code Compliance from a Personnel position to a Contract.</p> <ul style="list-style-type: none"> <li>- The General Fund is broken into five sub-funds (Administration &amp; Planning, Building Permits, Non-departmental, Parks, and Public Safety). The other Funds are Reserve, Systems Development, Storm Drains, Streets, Wastewater, and Water.</li> </ul> <p>CA Foster did a short presentation on changes from the previous year's budget, but the May 6<sup>th</sup> meeting with delivery of the Budget Message will go into greater detail on all the Funds.</p>	<p>Budget Committee received report</p>

**4. Adjournment:**

Next meeting- Council meeting on Tuesday, May 6, 2014 beginning five minutes after completion of the Budget Committee meeting scheduled for 6:00 PM.

Councilor King moved to adjourn.  
Councilor Real seconded.  
**Mayor adjourned the meeting at 8:20 PM.**

\_\_\_\_\_  
Mayor's Approval

\_\_\_\_\_  
Date

DRAFT