

ADAIR VILLAGE BUDGET COMMITTEE AGENDA-Final

City Hall - 6030 Wm. R Carr Av.

****Tuesday, May 6, 2014 - 6:00 PM****

1. ROLL CALL – Flag Salute

2. BUSINESS:

- | | |
|---|--------------------------|
| a) Presentation of 2014-15 Budget Message
Action: Discussion | Drew Foster and Pat Hare |
| b) Presentation of 2014-15 Budget by Fund
Action: Discussion/Decision | Drew Foster and Pat Hare |
| c) Discussion of Use of State Revenue Sharing
Action: Discussion/Decision | Drew Foster |

3. ADJOURNMENT:

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail kathy.edmaiston@adairvillage.org, or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

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-Approved

6030 William R. Carr Avenue

Tuesday, May 6, 2014 – 6:00 PM

Agenda Item	Action
<p>1. Roll Call: Members present: Committee members Widony, Packard, and Kubler were present. Councilors King and Canfield and Mayor Currier were present. Assistant City Administrator Pat Hare was present. Committee Member Andrews and Councilors Mercer and Real were absent. City Administrator (CA) Foster recorded the meeting.</p>	<p>Mayor Currier called the meeting to order at 6:10 PM and led the Flag Salute.</p>
<p>2. Public Input (No Agenda Item). None.</p>	
<p>3. Budget Message (Agenda Item 2a). Budget Officer Foster presented the budget message. This year’s budget is \$1,785,000.00, which is an approximate growth of 3 ½% from last year’s budget of \$1,723,000.00.</p> <p>Public Works was moved in-house in 2011, which has helped the City to be in much better shape.</p> <p>The Police Department was closed down this year, but our contract with Benton County Sheriff’s office is going very well.</p> <p>Another major change which took place during the middle of this budget year was changing from regular health care to a health care savings account, which has helped the City save approximately ten percent in our health benefits costs.</p> <p>This year’s budget includes a 2.5 percent Cost of Living Adjustment (COLA).</p>	<p>Council received report.</p>
<p>4. Budget by Fund (Agenda Item 2b).</p> <p>The General Fund is made up of five sub-accounts:</p> <p><u>Administration:</u> All basic consultant contracts-Attorney, Engineer, and Planner- will be funded primarily from this sub-account.</p> <p><u>Building:</u> This account primarily serves as a “pass-through” with moneys coming in from building permits and being paid out to the County and State. Benton County is paid 70% of all permitting fees, and the City keeps 30%.</p> <p><u>Non-Departmental:</u> This includes many “non-department” operating expenses including telephone, utilities, etc. The City’s Municipal Court has been moved to this account after being included in the Public Safety account last year.</p> <p>Councilor Kubler asked why the Court was moved out of Public Safety? CA Foster explained that at this point the only expense in Public Safety is the City’s contract with the Benton County Sheriff’s Department. The City has “slimmed down” what was in Public Safety.</p> <p><u>Parks:</u></p> <p><u>Public Safety:</u></p> <p>Reserve Fund – There has been no change in this Fund for three years.</p> <p>Storm Drain Fund – Prior to the storm drain charge increase in 2009, this Fund was in deficit each year. This account is now growing and allows for the City to take on a small project each year on this system. ACA Hare spoke about the projects PW is working on in this area.</p> <p>Street Fund – This is a “special revenue” fund tracks revenues the City receives from the State’s gas tax. These monies can only be spent on</p>	<p>Councilor King moved to approve the budget as presented to the Adair Village City Council. Member Packard seconded. (Unanimous Approval 6-0).</p>

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<p>street projects. ACA Hare stated that the City will be putting \$12,000.00 aside each year for improvement projects. System Development Fund – One new home was built in the City this past year and we expect one new home this year, but it will not have any significant impact on this fund. Wastewater Fund – This year, we are proposing a two step increase (five percent in each step) in basic Wastewater rates. Water Fund – The City will be moving forward with the water tank project. Capital Improvement Program (CIP) – This focuses on present needs and the time frame for purchase varies from one year to five years. General Use – Three specific items: Rhino (\$7,000.00, two years); pick-up (\$10,000.00, four years); and pole barn (\$15,000.00, five years). Wastewater – Generator (\$20,000.00, five years) Water Fund – driver/soft start (\$7,000.00, this year); turbidity meters (\$10,000.00, two years) Street Fund – street overlay (\$12,000.00 per year) Parks Fund - \$5,000.00, two years. This is the City’s percentage for permanent restrooms at the Kiddie Park if the City is successful with obtaining a grant. If the grant is not successful, this amount will be used to purchase new equipment at the Kiddie Park.</p>	
<p>5. Use of State Revenue Sharing (Agenda Item 2c). The amount estimated for State Revenue Sharing (SRS) this coming year is \$7,500.00. These funds need to be used to benefit the entire community. Barbara Melton, 176 NE Azalea Drive, recommended that the Council spend this money on transit. Councilor King wanted to go on record and agreed with Barbara Melton and said that it is important to keep transit. Mayor Currier stated that this issue would be deferred for discussion at the next meeting.</p>	
<p>6. Adjournment: Committee Member Widony moved to adjourn; Councilor Canfield provided the second. Next meeting May 20, 2014 6:00 PM.</p>	<p>Mayor Currier adjourned the meeting at 7:07 PM.</p>

William R Carr

Budget Committee Chair’s Approval

8-13-2014

Date