



CITY HALL - 107 SIXTH ST. (P.O. BOX 708) - GARIBALDI, OREGON 97118

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*THE CITY OF GARIBALDI IS AN EQUAL OPPORTUNITY PROVIDER*

## GARIBALDI URBAN RENEWAL AGENCY BUDGET COMMITTEE MEETING MINUTES

Monday, May 3, 2010, 6:00 p.m.

Meeting Room, Garibaldi Fire Hall

### ATTENDEES:

Michelle Aeder, Budget Committee Member  
Marv Evans, Budget Committee Member  
Denise Harrington, Budget Committee Member  
Linda Kjemperud, Budget Committee Member  
Emmy Lou Orahod, Budget Committee Member  
Herb Dorn, GURA Budget Committee Member  
Christy Stumpf, GURA Budget Committee Member  
Joe Wrabek, GURA Budget Committee Member

Suzanne McCarthy, Mayor - GURA Vice Chair  
Terry Kandle, Council President  
Roberta Bettis, Council Vice President  
Jerry Bartolomucci, Council Member  
Betty Thomas, Council Member  
Everett Brown, GURA Chair  
Doris Mengel, GURA Member

City Administrator John O'Leary  
Assistant City Administrator Mary DeLoria

### I. CALL TO ORDER

GURA Chair Everett Brown called the meeting to order at 6:00 pm.

### II. ELECTION OF CHAIR

Chair Brown opened the floor for nomination of a Chair of the GURA Budget Committee and noted that this person must not be a GURA Board Member.

**MOTION made by Herb Dorn to elect Emmy Lou Orahod as Chair. Seconded by Marv Evans. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Herb Dorn, Christy Stumpf, Joe Wrabek, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas, Everett Brown, Doris Mengel. **NAYS: None. MOTION PASSED.**

### III. ELECTION OF SECRETARY

Chair Orahod opened the floor for nomination of Secretary of the GURA Budget Committee. The Committee noted that Mary DeLoria would act as Recorder Pro-

Tem for the purpose of taking minutes. **MOTION made by Doris Mengel to elect Christy Stumpf as Secretary. Seconded by Joe Wrabek. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahoad, Herb Dorn, Christy Stumpf, Joe Wrabek, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas, Everett Brown, Doris Mengel. **NAYS:** None. **MOTION PASSED.**

IV. PUBLIC COMMENT ON THE PROPOSED BUDGET

None.

V. RECEIPT OF BUDGET MESSAGE AND PROPOSED BUDGET

O'Leary discussed the financial details of the 4th Street project, including budget details regarding the loan and grant usage and the impact of the reduced property tax receipts. O'Leary noted the loan that was taken out in FY 08/09 by GURA for \$150,000. O'Leary discussed the issues with matching declining tax revenues to existing loan requirements, and explained that the proposed budget reserved spending to protect GURA from exceeding its revenue with its debt.

The Committee and O'Leary discussed increasing expenditures in the budget to allow more flexibility and the Committee agreed to increase the expenditure amount in line 18 of the budget to \$50,000 from \$5,000. O'Leary also noted a correction to line 33, adjust the presented total to \$50,000 from \$25,000, bringing the unappropriated ending fund balance to \$32,167.

O'Leary discussed the need for prioritizing the project plans in the near future. Evans voiced concern regarding having more plans than money to complete them, and recommended completing the park plaza plan rather than completing street projects in a piece-meal fashion. Evans also recommended that further income projection work be performed. Dorn suggested that these ideas be discussed further in a future GURA meeting.

Brown and Cn. Thomas both mentioned needing funds available in the budget for grant matching.

O'Leary briefly explained line items 31 and 32, Urban Renewal Loans and Urban Renewal Grants, respectively.

**MOTION made by Doris Mengel to approve the Fiscal Year 2010-2011 Budget as amended by the Budget Committee. Seconded by Joe Wrabek. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahoad, Herb Dorn, Christy Stumpf, Joe Wrabek, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas, Everett Brown, Doris Mengel. **NAYS:** None. **MOTION PASSED.**

VI. BUDGET COMMITTEE WORK SCHEDULE

No action.

VII. ADJOURNMENT  
Chair adjourned at 6:32 p.m.

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Everett Brown, Chair

ATTEST:

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John O'Leary, City Administrator/Recorder



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*THE CITY OF GARIBALDI IS AN EQUAL OPPORTUNITY PROVIDER*

## CITY OF GARIBALDI BUDGET COMMITTEE MEETING MINUTES

Monday, May 3, 2010, 6:30 p.m.

Meeting Room, Garibaldi Fire Hall

### ATTENDEES:

Michelle Aeder, Budget Committee Member  
Marv Evans, Budget Committee Member  
Denise Harrington, Budget Committee Member  
Linda Kjemperud, Budget Committee Member  
Emmy Lou Orahood, Budget Committee Member  
Herb Dorn, GURA Budget Committee Member  
Christy Stumpf, GURA Budget Committee Member  
Joe Wrabek, GURA Budget Committee Member

Suzanne McCarthy, Mayor - GURA Vice Chair  
Terry Kandle, Council President  
Roberta Bettis, Council Vice President  
Jerry Bartolomucci, Council Member  
Betty Thomas, Council Member  
Everett Brown, GURA Chair  
Doris Mengel, GURA Member

City Administrator John O'Leary  
Assistant City Administrator Mary DeLoria

### I. CALL TO ORDER

MAYOR SUZANNE MCCARTHY CALLED THE MEETING TO ORDER AT 6:35 PM.

### II. ELECTION OF CHAIR

Mayor McCarthy opened the floor for motion for Chair of the Garibaldi Budget Committee. **MOTION made by Denise Harrington to elect Emmy Lou Orahood as Chair. Seconded by Marv Evans. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahood, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None. **MOTION PASSED.**

### III. ELECTION OF SECRETARY

Chair opened the floor for motion for Secretary of the Garibaldi Budget Committee. Mary DeLoria to act as Recorder Pro-Tem for the purpose of taking minutes. **MOTION made by Emmy Lou Orahood to elect Denise Harrington as Secretary. Seconded by Michelle Aeder. AYES:** Michelle Aeder, Marv Evans,

Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None.  
**MOTION PASSED.**

IV. PUBLIC HEARING ON STATE REVENUE SHARING

Chair opened the hearing at 6:36 p.m. O'Leary discussed the Meals for Seniors request, which was the sole State Revenue Sharing request received by the Budget Officer for this budget year. Mayor McCarthy suggested that \$1,000 - \$2,000 would be a more appropriate contribution than the requested \$6,000. Mention was made by Mengel and Orahod that there are many City residents that derive benefit from this organization. Evans stated a concern regarding supporting charitable groups with taxpayer dollars when the City is struggling to fund its own expenses. Kjemperud suggested examining the purpose of the revenue sharing funds to determine the appropriateness of the allocation to Meals for Seniors. O'Leary noted that last year's request was for Transient Room Tax funds, and that this year the same request has been re-targeted to State Revenue Sharing funds. O'Leary explained that the Budget Committee could use this source of revenue to fund this program. O'Leary recommended that the Committee continue to use this revenue for Fire Department expenses as in the past. **MOTION made by Denise Harrington to approve State Revenue Sharing for Fire Department expenditures. Seconded by Cn. Bettis. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None.  
**MOTION PASSED.**

Chair closed Hearing at 6:40 p.m.

V. PUBLIC COMMENT ON THE PROPOSED BUDGET

None.

VI. REVIEW OF THE BUDGET MESSAGE AND PROPOSED BUDGET

O'Leary discussed the changes made to how the 2010-2011 budget was developed compared to the previous year, including the how the distribution of expenses across the various funds has been re-allocated. 15% of police services will be funded by a transfer from Transient Room Tax, which is equivalent to two months' expense for contracted police service. O'Leary further commented that the increase in the planning cost is tied to projected increased revenue in that department, and the increase in the property department budgeted expense is to increase the funding available for repair and maintenance of the City Hall building.

Additionally, franchise fees will be received to the Street Fund and allocated for needs including street paving and maintenance.

O'Leary discussed the need for a small rate increase in both the water and wastewater rates to stabilize the associated funds, and how last year's personnel furlough budgeting impacted this year's budgeting for personnel costs. O'Leary noted that wages are frozen again this year.

The much-needed replacement for a wastewater system lift station is in this year's budget, and replacement of this asset should resolve the increasing repair and

electricity costs associated with maintaining this structure.

O'Leary discussed the issue of budgetary underspending and its impacts on the fund reserves. Mentioned the staff problem of a 'use it or lose it' budgeting model, and noted that cost accounting will be implemented further in the coming fiscal year.

Harrington expressed concern regarding difficulty understanding the changes in calculating how the personnel costs were allocated across funds. O'Leary further explained the changes in calculations. (See Appendix III.)

**MOTION made by Marv Evans to approve the Street Fund Budget as amended. Seconded by Mayor McCarthy. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None.

Change: Decrease Line No. 229 to \$2,807.45.

**MOTION PASSED.**

**MOTION made by Marv Evans to approve the Sewer Discount Fund Budget as presented. Seconded by Cn. Kandle. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None. **MOTION PASSED.**

**MOTION made by Marv Evans to approve the Wastewater Fund Budget as amended. Seconded by Michelle Aeder. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None.

Change: Line 374 is increased \$17,708 and line 375 is decreased to \$20,823.72. \$1,500 addition to Line Nos. 331 and 334, \$2,000 reduction to Line No. 363, resulting in a total unappropriated fund balance of \$258,970.00.

**MOTION PASSED.**

**MOTION made by Marv Evans to approve the Water Fund Budget as amended. Seconded by Cn. Thomas. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None.

Change: Increase Line No. 433 to \$4,000.

**MOTION PASSED.**

**MOTION made by Denise Harrington to approve the System Development Fund Budget as presented. Seconded by Cn. Bettis. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None. **MOTION PASSED.**

**MOTION made by Cn. Bettis to approve the Housing Rehab Fund Budget as presented. Seconded by Cn. Bartolomucci. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. **NAYS:** None.

**MOTION PASSED.**

**MOTION made by Denise Harrington to approve the Wastewater Debt Fund Budget as presented. Seconded by Cn. Bettis. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None. **MOTION PASSED.**

**MOTION made by Denise Harrington to approve the Payroll Liabilities Fund Budget as presented. Seconded by Mayor McCarthy. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None. **MOTION PASSED.**

Herb Dorn noted that there were no expenditures budgeted for next year in this fund, and asked O'Leary what the City would do if a piece of equipment were to unexpectedly break beyond repair. O'Leary explained that they would most likely utilize contingencies, which amount to approximately \$100,000 between the three Public Works funds, and resolve the use of those funds in the next fiscal year by adjusting transfers. **MOTION made by Denise Harrington to approve the Public Works Equipment Reserve Fund Budget as presented. Seconded by Mayor McCarthy. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None. **MOTION PASSED.**

Cn. Kandle questioned O'Leary about the additional amount budgeted for a part time Sheriff's Deputy, and asked O'Leary if this had been based on Council direction. O'Leary noted that this had not been discussed by the Council and that he had budgeted in this increase based on the circumstances that lead to the original reduction from one and one-half Deputies to one. **MOTION made by Marv Evans to approve the General Fund Budget as amended. Seconded by Michelle Aeder. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None.

Changes: Increase Line No. 4 to \$1,500, increase Line No. 41 to \$3,000.

**MOTION PASSED.**

**MOTION made by Denise Harrington to approve the Transient Room Tax Fund Budget as amended. Seconded by Cn. Bartolomucci. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None.

Changes: Line 597 increased to \$39,000, leaving an unappropriated ending fund balance of \$48,117.

**MOTION PASSED.**

**MOTION made by Denise Harrington to approve the Public Safety Equipment Reserve Fund as amended. Seconded by Michelle Aeder. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne

McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None.

Evans discussed his concern regarding not funding the future replacement of city fire equipment, and suggested removing the values of the water wagon (tender) and brush truck from the calculation, then transfer in the amount needed for replacement of other fire equipment. O'Leary noted that the needed transfer amount would be \$39,000. O'Leary explained that increasing the transfer from TRT to the PSE would for Fire Department equipment by this amount would reduce the ending fund balance to about \$48,000.

Changes: Line 641 increased to \$39,000.

**MOTION PASSED.**

**MOTION made by Denise Harrington to approve the Fiscal Year 2010-2011 Budget as amended. Seconded by Cn. Bettis. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None. **MOTION PASSED.**

VII. TAX APPROVAL

**MOTION made by Marv Evans to approve taxes for the 2010-11 fiscal year at the rate of \$2.8468 per \$1,000 assessed value for operating purposes in the General Fund, and in the amount of \$53,000 for payment of general obligation bond principal and interest in the Wastewater Debt Fund. Seconded by Cn. Bettis. AYES:** Michelle Aeder, Marv Evans, Denise Harrington, Linda Kjemperud, Emmy Lou Orahod, Suzanne McCarthy, Terry Kandle, Roberta Bettis, Jerry Bartolomucci, Betty Thomas. NAYS: None. **MOTION PASSED.**

VIII. ADJOURNMENT

Chair adjourned at 7:57 p.m.

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Hon. Sue McCarthy, Mayor

ATTEST:

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John O'Leary, City Administrator/Recorder