

**MINUTES - CITY OF NORTH PLAINS
BUDGET COMMITTEE MEETING--SPECIAL SESSION
MAY 13, 2013
JESSIE MAYS COMMUNITY HALL - 30975 NW HILLCREST STREET**

1. CALL TO ORDER

Chair Knowles called the meeting to order at 7:01 p.m.

2. FLAG SALUTE

Chair Knowles conducted the flag salute

3. ROLL CALL

Committee:

Present: Marrina Abeln, Anapreet Kaur Gill, David Hatcher, Cynthia Hirst, Robert Kindel Jr., Dann King, Jennifer Knowles, Teri Lenahan, Charlynn Newton, and Glen Warren

Absent excused: Roger Newton; Michael Demagalski, Michael Broome

Staff: City Manager Martha DeBry; Public Works Director Blake Boyles; Finance Director Rachael Lembo; Account Clerk Margaret Reh

Visitors: None

4. CONSENT AGENDA

A. Special Session Agenda Approval

B. April 22, 2013, Special Session Minute Approval

Knowles noted a correction to the date listed under the consent agenda. It should be May 14, 2012. Also, Knowles was absent from the May 14, 2012 so she needed to abstain from voting on the Consent Agenda at the April 22, 2013 meeting. Those changes will be notated.

Committee member Hirst moved to approve the Consent Agenda with these changes being made to the minutes. Motion seconded by Lenahan. Motion was approved unanimously

6. PUBLIC COMMENTS

There were none forthcoming.

7. PUBLIC HEARING

A. State Revenue Sharing. The City Manager will present the anticipated funds to be allocated for 2013 – 2014 by the State to the City, and the possible distribution of the funds. Public testimony is for ideas on utilization of the State Revenue Sharing funds.

DeBry explained that the State requires that we hold two public hearings before we are able to note the possible uses of State Revenue Sharing funds and allowing us to accept the

State Revenue Sharing funds. This is the first of two hearings, the second will be before the City Council. At that time it will be determined what the possible uses of these funds will be. Chair Knowles opened the public hearing at 7:04 p.m. There were no comments from the public. Chair Knowles closed the public hearing at 7:05 p.m.

B. Proposed 2013 – 2014 Budget

- 1. Budget Revisions Review.** The City Manager who is the Budget Officer will present the budget revisions to the various funds and departments since the April 22, 2013 Special Session meeting.

DeBry explained that the Budget received some minor revisions that are detailed in the budget packets. These include police repair and maintenance which was reduced by \$5,000K; a decrease in security expenses; a change in health insurance rates; and a change to the Library Clerk salary schedule.

Knowles opened the floor for any questions or comments.

Hatcher questioned the Street fund and the funds that had been allocated from Recology for that fund. He has concerns with the street fund all being rolled into the General fund. Hatcher feels strongly that we need to leave some money in the street fund. Discussion ensued.

The projected income from Recology, if we get a new contract with them, would be approximately \$35,000 per year. All members agreed that we need to continue to have some money allocated to the street fund. Kindel inquired of Boyles what his projections are for repairs.

Boyles reported that currently with the development at Highland Court there will be ½ street improvements completed and the County is doing an overlay on 307th because of the sewer work. But, since it is only a half street improvement on Highland Court at this time, the other half may need to have work done in the next two to three years, but it could be five to nine years before any funds are needed. The money from Recology is only be used toward repairs on Highland Court, not 307th, as 307th is a county road. Boyles stated the estimated cost for these repairs are estimated at \$50,000 for the length of the road.

The Committee proposed a recommendation included that the transfer from the Street Fund to the General Fund be reduced from \$72,000 to \$62,000. These funds represent the accumulation of prior year revenues received in the Street Fund from Recology. Members all felt that an amount sufficient to cover expected street work be retained in the Street Fund.

They proposed reducing the transfer to the General Fund so that a balance of \$10,000 remains in the Street Fund and then have the City transfer \$10,000 annually for the next four years from the General Fund to the Street Fund to build reserves of \$50,000.

Motion by Hirst. Seconded by Kindel to make a recommendation from Budget Committee to City Council for the City Council to establish a monetary program for the Recology money between the Street fund and the General Fund. It is recommended that the Council and the

Budget Director look at it for the next five years and allocate the funds accordingly. Motion passed unanimously.

Knowles asked for any final questions or comments. Kindel had a few clarifying questions which Lembo addressed.

Motion by Kindel. Seconded by Hatcher to send the 2013-2014 Budget document, along with the concerns as discussed in the last two meetings the Committee had and forward on to the City Council for adoption. Motion approved unanimously.

7. **ADJOURNMENT:** Knowles adjourned the meeting at 7:28 p.m.



Teri Lenahan, Budget Committee Vice Chairperson



Margaret L. Reh, Deputy City Recorder

Date approved 04/14/2014