



Budget Committee Meeting Minutes City Council Chamber March 19, 2013

Call to Order: Levi Eckhardt called to order the Budget Committee Meeting @ 7:05 p.m.

Present: Sean McGonigal, Councilor Brian Biehl, Councilor Christy Greagor, Levi Eckhardt, Michael Nelson, Marion Steinbach, Interim City Manager Jolynn Becker, Interim City Recorder Angie Lanter, Pro-Tem Mayor Pete Edison, Gene Stout, Councilor Rob Fowler, Library Administrator Denise Holmes.

Absent: Councilor Craig Stewart, Councilor Mark Gregg.

Election of Presiding Officer and Vice Chair: Brian Biehl nominated Levi Eckhardt for the position of Presiding Officer. The motion was seconded by Pete Edison and motion carried unanimously. Levi Eckhardt nominated Sean McGonigal for the position of Vice Chair. Pete Edison seconded the motion and motion carried unanimously.

Minutes: Christy Greagor motioned to approve the minutes of the April 3, 2012 Budget Committee meeting. Brian Biehl seconded and the motion carried unanimously.

Budget Message: Interim City Manager Jolynn Becker gave a summary of the 2013-2014 Budget Message.

Introductions: New Budget Committee Member Gene Stout was introduced to the Budget Committee.

Review the Proposed Budget Committee Handbook: Interim City Manager Jolynn Becker gave an overview of the Proposed Budget Committee Handbook by section. Jolynn informed the Budget Committee that she is looking at making changes to next year's Budget Committee Handbook, to make it a little easier to use.

Received Public Input and Questions: There was no public input or questions.

Budget Committee Questions and Recommendations: There were no questions or recommendations from the Budget Committee.

Review the Proposed 2012-2013 Fiscal Year Budget by Fund

- **Fund 4 – Street and Roads Fund:** Budget Committee reviewed and made the recommendation to approve the fund with the changes as discussed. Interim City Manager Jolynn Becker moved \$70,000.00 from Reserved for Future Use, to Unappropriated Funds (it was in the right category, just wrong line item). Sean McGonigal motioned to approve the budget for the Streets and Roads Fund with the changes as discussed. Marion Steinbach seconded and the motion carried unanimously.
- **Fund 06 – Traffic Impact Fees Reserve Fund:** Budget Committee reviewed and made the recommendation to approve the fund as discussed. Marion Steinbach motioned to approve to adopt the Traffic Impact Fees Reserve Fund as discussed. Christy Greagor seconded and the motion carried unanimously.
- **Fund 07 – Police Services Fund:** Levi questioned if the City should be paying WCCCA fees. Jolynn will do further research, as to if we should be paying it at all, because our coverage is thru Washington County Sheriff's Department, and the WCSO pays fees to WCCCA, and it should be covered in our contract with WCSO. The WCCCA Fee will remain as a line item, but could change. Budget Committee reviewed and made the recommendation to approve the fund as discussed. Pete Edison motioned to approve to adopt the Police Services Fund as discussed. Brian Biehl seconded and the motion carried unanimously.
- **Fund 08 – Water System Development Charge:** Budget Committee reviewed and made the recommendation to approve the fund as discussed. Christy Greagor motioned to approve to adopt the Water System Development Charge as discussed. Sean McGonigal seconded and the motion carried unanimously.
- **Fund 11 – Transportation Development Reserve Fund:** Budget Committee reviewed and made the recommendation to move the projected income of \$30,000 into contingency, and approve the fund as discussed with changes. Marion Steinbach motioned to approve to adopt the Transportation Development Reserve Fund as with the changes as discussed. Gene Stout seconded and the motion carried unanimously.
- **Fund 12 – Governmental Capital Equipment Reserve Fund:** Budget Committee reviewed and made the recommendation to approve the fund as discussed. Rob Fowler motioned to approve to adopt the Governmental Capital Equipment Reserve Fund as discussed. Brian Biehl seconded and the motion carried unanimously.
- **Fund 13 – Governmental Capital Reserve Fund:** Budget Committee reviewed and made the recommendation to move \$25,000.00 to contingency, approve the fund as discussed with the change. Brian Biehl motioned to approve to adopt Governmental Capital Reserve Fund as discussed with changes. Sean McGonigal seconded and the motion carried unanimously.
- **Fund 14 – Governmental Capital Project Fund:** Budget Committee reviewed and made the recommendation to change the beginning fund balance to \$0.00., and eliminate the \$616.00 from the Capital Project Line Item, and made the recommendation to approve the fund as discussed with the changes. Marion Steinbach motioned to approve to adopt the Governmental Capital Project Fund as discussed with changes. Christy Greagor seconded and the motion carried unanimously.

- Fund 18 – Park System Development Charges Fund: Budget Committee reviewed and made recommendation to approve the fund as discussed. Marion Steinbach motioned to approve to adopt the Park System Development Charges Fund as discussed. Pete Edison seconded and the motion carried unanimously.
- Fund 3 –Library Fund: Budget Committee reviewed and discussed the Library Fund. Rob Fowler suggested deferring a decision on the Library Fund until the next Budget Committee Meeting, after the committee has an opportunity to review the remaining funds. All Budget Committee Members agreed.

Discussion: It was discussed that the Committee will aim for completing the budget at the next Budget Committee Meeting.

Adjourn: The Budget Committee Meeting adjourned at 9:03 p.m.

Next Budget Committee Meeting: Wednesday, April 3, 2013 at 7 pm.

Submitted by:

Angie Lanter – Interim City Recorder