



MEETING NOTICE

TUALATIN BUDGET ADVISORY COMMITTEE

MAY 9, 2016

5:00-7:00 p.m.

TUALATIN LIBRARY COMMUNITY ROOM

18878 SW MARTINAZZI AVENUE

TUALATIN, OR 97062

A. CALL TO ORDER

B. WELCOME AND INTRODUCTIONS

C. ELECT COMMITTEE CHAIR

D. APPROVAL OF MINUTES

1. Consideration of Minutes from the Budget Advisory Committee Meeting of May 27, 2015

E. MEETING AGENDA AND MATERIALS

1. Review Fiscal Year 2015-16
2. Deliver Budget Message and Distribute Proposed Fiscal Year 2016-17 Budget
3. Discussion of Fiscal Year 2016-17 Budget
4. Discuss Second Budget Committee Agenda

F. OTHER ISSUES

G. ADJOURNMENT

Budget Advisory Committee

D. 1.

Meeting Date: 05/09/2016

Information

Attachments

Budget Committee Meeting Minutes of May 27, 2015



OFFICIAL MINUTES BUDGET ADVISORY COMMITTEE MEETING FOR MAY 27, 2015

Present: Candice Kelly, Roger Mason, Dan Gaur, Terri Ward, Lou Ogden, Monique Beikman, Ed Truax, Frank Bubenik, Nancy Grimes, Robert Kellogg, Paul Morrison

Absent: Wade Brooksby, Joelle Davis

Staff City Manager Sherilyn Lombos; City Attorney Sean Brady; Police Chief Kent Barker;

Present: Community Services Director Paul Hennon; Finance Director Don Hudson; Deputy City Manager Sara Singer; Planning Manager Aquilla Hurd-Ravich; Information Services Manager Lance Harris; Program Coordinator Denice Ambrosio; Parks Maintenance Manager Tom Steiger; Program Coordinator Kathy Kaatz; Maintenance Services Division Manager Clayton Reynolds; Police Captain Mark Gardner; Police Captain Larry Braaksma; Street/Sewer/Storm Division Manager Bert Olheiser; Economic Development Manager Ben Bryant; Assistant City Manager Alice Cannon; Library Manager Jerianne Thompson; Parks and Recreation Manager Rich Mueller; City Engineer Jeff Fuchs; Recording Secretary Colleen Resch; Human Resources Director Janet Newport; Program Coordinator Lisa Thorpe; Water Division Manager Andrew Degner; Public Works Director Jerry Postema

A CALL TO ORDER

Chair Ward called the meeting to order at 6:00 p.m.

B APPROVAL OF MINUTES

- 1 Consideration of Minutes from the Budget Advisory Committee Meeting of May 28, 2014 and Minutes from the Budget Advisory Committee Meeting of May 12, 2015

MOTION by Lou Ogden, SECONDED by Roger Mason to approve the Budget Advisory Committee Meeting Minutes for May 28, 2014 and May 12, 2015.

Vote: 8 - 0 MOTION CARRIED

Other: Dan Gaur (Absent)
Monique Beikman (Absent)
Wade Brooksby (Absent)
Joelle Davis (Absent)
Robert Kellogg (Absent)

C PUBLIC HEARING

- 1 Public Hearing in Accordance with ORS 221.270 Regarding State Shared Revenues

Finance Director Hudson stated the intent for the public hearing is to receive state shared revenues. He gave a brief report on the state shared revenues the City receives. He noted the City is estimated to receive \$339,000 in the FY15/16 budget. The revenue is not restricted and is used for general city operations. Cigarette, gas and remaining liquor taxes are not covered in this public hearing.

PUBLIC COMMENT

None.

D MEETING AGENDA AND MATERIALS

1 Discussion of Fiscal Year 2015-16 Budget

Director Hudson distributed answers to questions submitted by committee members for review. Items covered included questions related to Transportation Development Tax (TDT), the transition to the new Springbrook software and whether saving can be expected, and the gas tax placeholder for special projects, signal timing and traffic analysis.

Director Hudson presented a PowerPoint and briefly covered general fund revenues for FY 15-16. He reviewed trends for the general fund, building fund, and operating fund.

Director Hudson provided the Budget Committee with replacement pages for the Tualatin Development Commission FY 15-16 budget and explained the proposed budget inadvertently contained some pages from the FY 2014-15 TDC budget.

Director Hudson referred to common themes throughout the budget including the Big 3 software expenses, personnel expenditures, and expenditures per replacement schedules. He presented an overview of revenues for the general fund including property tax, state shared revenue, intergovernmental revenue, and fees and charges. Other revenues covered included the building and operating fund. Proposed utility rate increases were reviewed. He stated the proposed water rate increase is based on the Water Master Plan and is slightly over 4% on an average residential meter. Transfers in the water, sewer, storm drain, road utility fee and gas tax funds were explained.

Director Hudson discussed the expenditures in the following areas: Policy and Administration, Community Development, Community Services, Public Safety and Public Works. Items including staffing, new line items, and one time expenditures were covered for each department.

E PUBLIC COMMENT

None.

F COMMITTEE QUESTIONS AND COMMENTS

Committee Member Morrison referred to Page 96 of the proposed budget and asked for a definition of pedestrian friendly transportation projects. Assistant City Manager Cannon stated the City sets aside \$80,000 for these types of projects and City Manager Lombos provided examples of previous projects.

With no further questions Director Hudson presented the committee with proposed amendments to the FY 2015-16 proposed budget. He said the amendments included:

capital project carryovers in the water operating fund, storm drain operating fund, and the gas tax fund, adding new projects, budget corrections, general fund carryover for website development, and an additional WCCLS distribution.

MOTION by Ed Truax, SECONDED by Paul Morrison to approve the Fiscal Year 2015-2016 City of Tualatin budget, as amended, the property taxes it contains at the rate of \$2.2665 per \$1,000 of assessed value for operating purposes, and the amount of \$975,000 for payment of general obligation bond principal and interest.

Vote: 10 - 0 MOTION CARRIED

Other: Wade Brooksby (Absent)
Joelle Davis (Absent)
Robert Kellogg (Abstain)

MOTION by Ed Truax, SECONDED by Candice Kelly to approve the Fiscal Year 2015-2016 Tualatin Development Commission budget.

Vote: 10 - 0 MOTION CARRIED

Other: Wade Brooksby (Absent)
Joelle Davis (Absent)
Robert Kellogg (Abstain)

G ADJOURNMENT

Chair Ward adjourned the meeting at 7:04 p.m.

Sherilyn Lombos, City Manager

_____ / Recording Secretary