

CITY OF COOS BAY BUDGET COMMITTEE

April 23, 2013

The minutes of the proceedings of a meeting of the City Budget Committee of the City of Coos Bay, Oregon, held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Committee Members attending were Brian Bowers, Peter Cooley, Mark Daily, Lucinda DiNovo, Howard Forte, Jennifer Groth, Stephanie Kramer, Philip Marler, Gene Melton, Roy Metzger, Colin Myatt, John Muenchrath, Crystal Shoji, and Mike Vaughan. City staff present were City Manager Rodger Craddock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Intermediate Accountant Debbie Frankenberger, Fire Chief Stan Gibson, Police Chief Gary McCullough, and Public Works and Development Director Jim Hossley.

Public Comments

The following citizens spoke in favor of continued financial support of the South Coast Development Council (SCDC) by the City of Coos Bay: Frederick Jacquot, North Bend; John Briggs, North Bend; John Knutson, Coos Bay.

Rodger Gould, Coos Bay, urged the Budget Committee to continue to support the contract between the City of Coos Bay and Boys & Girls Club to provide youth summer programs.

Christine Coles, Director of Coos County RSVP, thanked the City of Coos Bay for prior support.

Public Hearing – Citizen Input on the Use of State Revenue Sharing Funds

Chair Groth stated the purpose of the Public Hearing was to accept public input on the use of State Revenue Sharing funds. A public hearing notice was published April 11, 2013 in The World newspaper and provided an opportunity for public comments during the April 23, 2013 Budget Committee Meeting. Chair Groth opened the public hearing and invited citizen input on the use of State Shared Revenue funds. No public comments were given and the hearing was closed.

Hotel/Motel Tax Fund

Finance Director Susanne Baker explained the Hotel/Motel Tax Fund 5. Committee Member Forte redlined Hotel/Motel Tax Fund 5, Department (410), Resources, page 77, line item 311-0100 and 0200, Hotel/Motel Tax – Visitors & Convention Bureau and Committee Member Daily redlined Expenditures, page 78, line item 520-2429 Visitors Convention Bureau (in and out).

Building Codes Fund

Public Works Director Jim Hossley explained the Building Codes Fund; the proposed budget is less. The Budget Committee reviewed the Building Codes Fund 8, no changes were made.

9-1-1 Tax Fund

Police Chief Gary McCullough explained the purpose of the 9-1-1 Tax Fund. The Budget Committee reviewed the 9-1-1 Tax Fund 10, no changes were made.

Debt Service Budgets

Finance Director Susanne Baker explained the General Obligation Bond Fund 11, and the Revenue Bond Fund 12, no changes were made.

Capital Improvements Budgets

Public Works Director Jim Hossley explained the Capital Improvement Funds. The Budget Committee reviewed Special Improvement (LID) Fund 15, Street Improvement Fund 16, and Parks Improvement Fund 17, Bike/Pedestrian Path Fund 18, Transportation SDC Fund 19, Wastewater SDC Fund 20, and Stormwater SDC Fund 21, no changes were made.

Reserve Budgets

City Manager Rodger Craddock reported the Fire Station Reserve Fund 27 was reinstated in FYE 2014 to budget for and purchase a fire engine as allowed by the ballot measure. The Budget Committee reviewed the Fire Station Reserve Fund 27, no changes were made.

Public Works Director Jim Hossley explained the Wastewater Improvement Fund. The Budget Committee reviewed the Wastewater Improvement Fund 29, no changes were made.

City Manager Rodger Craddock explained the Major Capital Reserve Fund 34; Jurisdictional Exchange Streets Reserve Fund 39; Technology Reserve Fund 40; County-wide CAD Core Reserve Fund 41; and the Rainy Day Reserve Fund 42. The Budget Committee reviewed the Major Capital Reserve Fund 34; Jurisdictional Exchange Streets Reserve Fund 39; Technology Reserve Fund 40; County-wide CAD Core Reserve Fund 41; and the Rainy Day Reserve Fund 42, no changes were made.

Review of April 18, 2013 Redlined Budget Items

City Council

Committee Member Muenchrath redlined City Council, Department (100), page 25, line item 520-2002, Dues, to review the expenditures to see if savings could be found. City Manager Rodger Craddock provided documentation of past expenses to the line item and suggested the line item could be reduced to \$14,000 and still maintain existing memberships. Committee Member Forte moved to reduce line item 01-100-520-2002 to \$14,000. Committee Member DiNovo seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Committee Member Muenchrath redlined City Council, (100), page 25, line item 520-2422, Economic Development, in consideration of the South Coast Development Council (SCDC)

contract. City Manager Rodger Craddock provided documentation regarding the SCDC. Committee Member Daily moved to reduce line item 01-100-520-2422 to \$300.00 and transfer \$10,000 to the General Fund. Committee Member Shoji seconded the motion which failed with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting nay.

At 8:46 pm Library Director, Samantha Pierson arrived to the City Budget Committee Meeting.

Committee Member Muenchrath moved to reduce line item 520-2422 to \$7,800.00. Committee Member Melton seconded the motion which failed with Committee Members Melton and Muenchrath voting aye and Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Metzger, Myatt, Shoji, and Vaughan voting nay.

Committee Member Kramer moved to reduce line item 520-2422 to \$2,800.00 and transfer \$7,500 to the General Fund. Committee Member Bowers seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Myatt, Muenchrath, and Shoji voting aye and Committee Members Marler, Melton, Metzger and Vaughan voting nay.

DCLD/Coastal Implementation Grant

Committee Member Shoji redlined DCLD/Coastal Implementation Grant, (302), page 56 to possibly increase the budget for a \$20,000 grant. Committee Member Shoji moved to increase line item 01-000-340-0305, State/County Grants (Resources) and line item 01-302-510-1011 (Expenditure) by \$20,000. Committee Member Di Novo seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Community Grant Contributions

Committee Member Muenchrath redlined the entire budget for the Community Contributions Department (180), page 37 for discussion at the April 23, 2013 Budget Committee meeting. Committee Member Forte moved to reduce the grant request for SWOYA Boys & Girls Club to \$10,000. Committee Member Metzger seconded the motion which failed with Committee Members Cooley, Daily, Forte, Kramer, Melton, Metzger, and Myatt voting aye and Chair Groth and Committee Members Bowers, DiNovo, Marler, Muenchrath, and Shoji voting nay.

Committee Member Melton declared he was a volunteer board member for CCAT and SCVAN whereby the Budget Committee declared no conflict with Committee Member Melton's participation in the consideration of the CCAT and SCVAN grants.

Committee Member Shoji moved to reduce the grant request for SMART (Start Making a Reader Today) to zero (0). Committee Member Kramer seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, Forte, Kramer, Marler, Melton, Metzger, Myatt and Shoji voting aye and Committee Members DiNovo, Muenchrath, and Vaughan voting nay.

Committee Member Melton moved to reduce the grant requests for Bob Belloni Ranch, Inc. to \$4,940, Coos County Area Transit Service District (CCAT) to \$4,940, Coos County Retired & Senior Volunteer Program (RSVP) to \$3,900, Mental Health Association of SW OR to \$1,300, Neighbor to Neighbor Dispute Resolution Center to zero (0), Oregon Coast Community Action (CASA) to \$780, SW Oregon Veterans Outreach (SOVO) to zero (0), and Women's Safety & Resource Center to \$3,380. Committee Member Forte seconded the motion which failed with Committee Members Cooley, Forte, Melton, and Myatt voting aye and Chair Groth and Committee Members Bowers, Daily, DiNovo, Kramer, Marler, Metzger, Muenchrath, Shoji, and Vaughan voting nay.

Committee Member Muenchrath motioned to fund grant requests for the General Fund 01, Community Contribution Department (180), page 37, which consisted of \$4,940 for Bob Belloni Ranch; \$12,500 for the Boys and Girls Club of SW Oregon; \$4,940 for Coos County Area Transit (CCAT); \$3,900 for the Coos County Retired & Senior Volunteer Program (RSVP); \$1,300 for the Mental Health Association of SW Oregon; \$780 for the Oregon Coast Community Action (CASA Program); \$3,900 for the South Coast Veterans Association Network (SCVAN); and \$3,380 for the Women's Safety and Resource Center. Committee Member Metzger seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Kramer, Marler, Melton, Metzger, Muenchrath, Myatt and Shoji voting aye and Committee Members Forte and Vaughan voting nay.

State Gas Tax Fund

Committee Member Muenchrath redlined State Gas Tax Fund 2, Division (320), page 65, line item 520-2307, Concrete, Asphalt & Gravel, to increase the line item if the Budget Committee found savings in other areas of the General Fund. Committee Member Muenchrath moved to appropriate an \$16,360 to line item 520-2307 through a transfer from the General Fund. Committee Member Kramer seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Hotel/Motel Tax Fund

Committee Member Forte redlined Hotel/Motel Tax Fund 5, Resources, Department (410), page 77, line item 311-0100, Hotel/Motel Tax - General and line item 311-0200, Hotel/Motel Tax – Visitors & Convention Bureau, for further discussion. City Manager Craddock stated staff would research the matter. Committee Member Forte retracted his redline of the Hotel/Motel Tax Fund 5, Resources, Department (410), page 77, line items 311-0100 and 311-0200.

Committee Member Daily redlined Hotel/Motel Tax Fund 5, Expenditures, Department (410), page 78, line item 520-2429, Visitors and Convention Bureau (in and out) for further discussion. It was the consensus of the Budget Committee to take the discussion to the goal setting session. Committee Member Daily retracted his redline of the Hotel/Motel Tax Fund 5, Expenditures, Department (410), page 78, line item 520-2429.

Approval of Permanent Tax Rate

Committee Member Shoji moved to approve imposing the City's maximum permanent tax rate of 6.3643 per \$1,000 taxable assessed value for fiscal year 2013/2014. Committee Member Muenchrath seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Approval to Impose General Obligation Bonded Debt

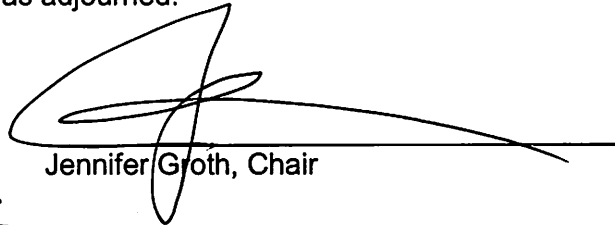
Committee Member Muenchrath moved to approve imposing the general obligation bonded debt amount of \$544,867. Committee Member Metzger seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Approval of the Fiscal Year 2013/2014 Budget

Committee Member Metzger moved to approve the Fiscal Year 2013/2014 City of Coos Bay budget as amended and to forward it on to the Coos Bay City Council for adoption at the June 4, 2013 City Council meeting. Committee Member Melton seconded the motion which carried with Chair Groth and Committee Members Bowers, Cooley, Daily, DiNovo, Forte, Kramer, Marler, Melton, Metzger, Myatt, Muenchrath, Shoji, and Vaughan voting aye.

Adjourn

There being no further business the meeting was adjourned.


Jennifer Groth, Chair

Attest:

Roy Metzger, Secretary