



Roseburg Urban Sanitary Authority
1297 N.E. Grandview Drive
Roseburg, OR 97470

BUDGET COMMITTEE MEETING
ROSEBURG URBAN SANITARY AUTHORITY

The Budget Committee Meeting to order at 12:00 noon on May 1, 2019 at 1297 N.E. Grandview Drive.

ROLL CALL

Budget Committee Members:

Present: John Dunn, Rob Lieberman, Jerry Griese, Kelsey Wood, David Campos, Marc Chirrick, Robin VanWinkle and Ron Thames

Absent: Mike Jackson and Ryan Neeman

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collection System Superintendent Steve Lusch, Information Technology Systems Administrator Dave Fromdahl, Engineering Technician III Ryon Kershner and CH2M Project Manager Jade Mecham.

Budget Officers are as follows:

- **Budget Officer.** Jim Baird, General Manager, Roseburg Urban Sanitary Authority.
- **Budget Committee Chairman.** Nomination was made for Marc Chirrick as the Budget Committee Chairman. Ron Thames moved to nominate Marc Chirrick as Budget Committee Chairman.
- **Budget Committee Secretary.** Nomination was made for Robin VanWinkle as the Budget Committee Secretary. Ron Thames moved to nominate Robin VanWinkle as Budget Committee Secretary.

The Budget Message for the fiscal year 2019-2020 was presented by the Budget Officer, General Manager Jim Baird. There was discussion regarding the contents of the Budget Message.

General Fund has 4 departments

- Administration and Engineering
- Treatment
- Collection
- Finance

Consisting of the following categories:

- Personnel Services
- Materials and Services
- Capital Outlay

Other Funds

- Fund #2 Diamond Lake LID Fund
- Fund #3 Collection System Expansion Fund
- Fund #4 Infrastructure Replacement Reserve Fund
- Fund #6 Treatment Plan Expansion Fund
- Fund #7 Asset Acquisition and Replacement Fund
- Fund #10 Plant Equipment Replacement Fund
- Fund #11 Administration Building Fund

No rate increase is proposed for the 2019-2020 Budget, as submitted.

Jim Baird provided the Board with an overview of "Other Funds"

- Diamond Lake LID Fund
- Collection System Expansion Fund
- Infrastructure Replacement Reserve Fund
- Treatment Plant Expansion Fund
- Asset Acquisition and Replacement Fund
- Plant Equipment Replacement Fund
- Administration Building Fund

John Dunn questioned if there would be a benefit in adopting a several year budgeting plan when purchasing new equipment such as the Combination Truck. Jim Baird explained that Fund 7 was created for that purpose and suggested creating a Budget handbook or manual that could include an equipment replacement list.

Discussion was held regarding the continuing rise in health insurance cost. Jim Baird stated staff will prepare a cost analysis to present to the Board by first quarter next year. Staff suggested this should provide the Board with time to review the findings before the Budget preparation for 2020-2021.

John Dunn and Jerry Griese both excused themselves from the meeting at approximately 1:00 p.m.

Ron Thames made a motion to approve the 2019-2020 Budget, as presented, pending a description correction on page 13 and a numeric correction on page 10.

Rob Lieberman seconded the motion.

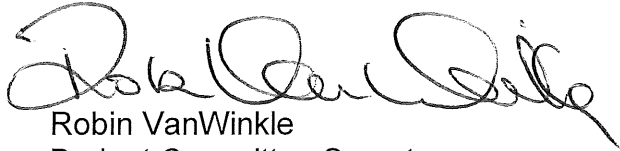
Budget Chair requested a vote by Roll Call.

John Dunn	
Rob Lieberman	Yes
Jerry Griese	
Kelsey Wood	Yes
David Campos	Yes
Marc Chirrick	Yes
Mike Jackson	
Ryan Neeman	
Robin VanWinkle	Yes
Ron Thames	Yes

The 2019-2020 Budget was approved with a 6/0 vote.

There being no further business to come before the Budget Committee, the meeting was adjourned at 1:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robin VanWinkle". The signature is fluid and cursive, with a large initial "R" and "V".

Robin VanWinkle
Budget Committee Secretary