



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

BUDGET COMMITTEE MEETING
ROSEBURG URBAN SANITARY AUTHORITY

The Budget Committee Meeting was called to order at 11:30 a.m. on May 5, 2021. Due to Oregon Executive Order No. 20-12, the May 5th Budget Committee Meeting was conducted by electronic communication with limited in person attendees. The Meeting was broadcast by Zoom® Meeting.

ROLL CALL

Budget Committee Members:

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

Absent:

Others present: General Manager Jim Baird, Finance Director Christine Morris, Office Assistant Harmony Williams, Collection System Superintendent Steve Lusch, Engineering Technician III Ryon Kershner and Jacobs Project Manager Jade Mecham.

Budget Officers are as follows:

- **Budget Officer:** Jim Baird, General Manager, Roseburg Urban Sanitary Authority.
- **Budget Committee Chair:** John Dunn nominated Mike Baker as the Budget Committee Chair. Marc Chirrick seconded the motion. The motion passed unanimously.
- **Budget Committee Secretary:** John Dunn nominated Kelsey Wood as the Budget Committee Secretary. Mike Jackson seconded the motion. The motion passed unanimously.

The Budget Message for the fiscal year 2021-2022 was presented by the Budget Officer, General Manager Jim Baird. There was discussion regarding the contents of the Budget Message and if everyone had had an opportunity to review the message. Budget Committee members stated they had reviewed the message sufficiently.

The Budget Chair directed the Committee to review all the below listed General and Other Funds:

General Fund has 4 departments:

- Administration and Engineering
- Treatment
- Collection
- Finance

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

Discussion was held by Budget Committee members on the four General Fund Departments as well as the seven Other Funds. In addition, there was a brief discussion of long-term systems replacement, and that current funding is inadequate to keep up with anticipated future needs. No rate increase is proposed for the 2021-2022 Budget as submitted but will need to be a discussion based on the expected future needs of the current system.

At this time, the Budget Committee considered the budget in its entirety, and the public was invited to comment. The Budget Committee discussed the possible benefits of extending the vehicle replacement schedule. The Committee also discussed the cost for staff to continue their education and maintain certifications, as well as the travel expenses associated with this continued education.

No public comment was made.

Ron Thames made a motion to recommend the RUSA Board of Directors approve the 2021-2022 Budget, as presented.

Rob Lieberman seconded the motion.

There being no further business to come before the Budget Committee, the meeting adjourned at 12:47 p.m.

Respectfully submitted,



Kelsey Wood
Budget Committee Secretary