



**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 April 26, 2017 at 1297 N.E. Grandview Drive.

**ROLL CALL**

**Present:** Rob Lieberman, David Campos, Kelsey Wood, Jerry Griese, Dave Gregory, Lee Holmes, Jim Crowe, Bob Hobi

**Absent:** John Dunn and Dan Holborow

---

**Others present:** General Manager Jim Baird, Finance Director Christine Morris, Collection System Superintendent Steve Lusch, Administrative Assistant Ellen Montgomery, CH2M Plant Manager – Roseburg Operations Jade Mecham, Ron Thames

Budget Officers are as follows:

- **Budget Officer.** Jim Baird, General Manager.
- **Budget Committee Chair.** Nomination was made for Kelsey Wood as the Budget Committee Chair.

Dave Gregory moved to nominate Kelsey Wood as Budget Committee Chair.  
Bob Hobi seconded the motion.  
The motion passed unanimously.

- **Budget Committee Secretary.** Nomination was made for Dave Gregory as the Budget Committee Secretary.

Kelsey Wood moved to nominate Dave Gregory as Budget Committee Secretary.  
Bob Hobi seconded the motion.  
The motion passed unanimously.

Budget Officer, Jim Baird, presented the Budget Message for the 2017-2018 Budget Year.

- Fund #1      General Fund
- 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 2017-2018 Budget, as submitted.

A rate study will be conducted during the upcoming fiscal year. Staff will provide the results to the Board for consideration.

General Fund has 4 departments:

- Administration and Engineering
- Treatment\*
- Collection
- Finance

Consisting of the following categories:

- Personnel Services
- Materials and Services
- Capital Outlay

\*Treatment only includes Materials and Capital Outlay. RUSA contracts with CH2M for operation of the WWTP

Increase of 3.7% in PERS for Tier 1 & 2; 2.6% for OPSRP  
5% increase in medical and vision; 4.5% increase for dental. The Board set a policy to limit the insurance increases to 6%.

RUSA is replacing 4 computers; modernization of network and server and purchase of staff vehicle.

Purchase of new CCTV Van. The current 2008 CCTV Van will be sold.

Finance is up due to moving the Administrative Assistant position from Administration and Engineering Department to Finance Department.

Jim 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

Discussion was held regarding the continuing rise in health insurance. Jerry Griese felt that staff should be contributing toward the insurance costs. David Campos stated that providing a good benefit package to staff is key in retaining well trained, tenured and valued staff at RUSA. Rob Lieberman concurred with David Campos.

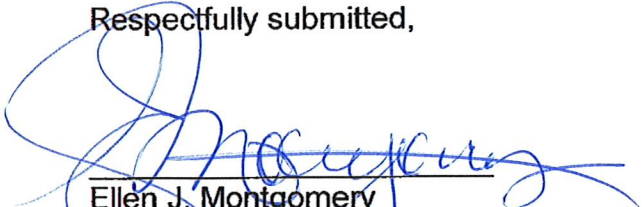
Bob Hobi made a motion to approve the 2017-2018 Budget, as presented to the Budget Committee.

Dave Gregory seconded the motion.

The motion passed unanimously.

There being no further business to come before the Budget Committee, the meeting was adjourned at 1:12 p.m.

Respectfully submitted,



Ellen J. Montgomery  
Administrative Assistant



Dave Gregory  
Budget Committee Secretary