

City of Rainier
Work Session Meeting Minutes
May 5, 2014
6:00 PM
Rainier City Hall

Council Vice President Sloan Nelson called the meeting to order at 6:00 PM.

Council Present: Sloan Nelson, James Bradfield, David Sills, and Scott Cooper.

Council Absent: Mayor Jerry Cole (joined the meeting at approximately 6:20 PM.) and William Vilardi.

City Staff Present: Debra Dudley, City Administrator/Finance Director/Recorder; Police Chief Gregg Griffith; and Jim Dahlquist, Public Works Supervisor.

Agenda:

Budget Review & Monthly Financial Review:

Dudley stated, in regard to the jail situation, there could be a significant cost to the City that would affect the general fund if the levy does not pass. Chief Griffith reviewed the options other Columbia County cities are considering, information and costs associated with outsourcing, medical care responsibility and liabilities to the City in the event the jail closes including a book and release procedure. Chief Griffith reviewed the Rainier Police Department jail protocol if the jail should close.

Dudley stated one of the things budgeted last year that may be carried over is air conditioning repair/replacement for City Hall. Dudley stated she was researching rebate opportunities with Clatskanie PUD for a ductless system.

Dudley added replacing the City Hall windows will be carried over in the budget.

Dudley stated she does not think the City will be getting a sewer building this budget year even though it is a definite need; engineering is a cost factor because of the load requirement. It will be done during the next budget year.

Dudley clarified with Chief Griffith that a police car will be budgeted for FY 15/16 and not this upcoming budget.

Dudley stated the first budget committee meeting is May 19th, she will have budget information distributed prior to the 19th, and the format is the same as last year.

Dudley reminded Council of the results of the inspection at the Senior Center and she is going to get bids for painting the center, dry rot repair and window replacement.

Dudley stated the maintenance at the water plant, due to the inspection, should not be costly and added the water tanks need to be repaired and internally cleaned.

Referring to the monthly financial reports; Dudley reviewed the balance sheet ending fund balances, GL reconciliation report and budget variance report with Council. Discussed the general fund actual balance of \$1,443,057, noting that most of the revenue for this fund has come in. Dudley said the City has sufficient balances to get us through until next years tax revenue comes in. Mayor Cole and Nelson reminded Council that a lot of public agencies have to borrow money until tax receipts come in. Dudley reminded Council there have not been any increases in the sewer rates because of the sludge revenue. Dudley said the sewer fund needs to be earmarked at a higher amount for improvements because of the higher load on the plant because of the sludge. Mayor Cole reminded Council the sewer plant was designed for a larger population and it is still under capacity with the sludge deliveries. Cooper expressed concern regarding maintenance rather than capacity. Dudley explained the City is budgeting funds to maintain the City's properties annually, repairing them as needed.

Dudley said the same principal applies to the water fund. Dudley stated, in regard to budget variance, there is one category in the water fund that is slightly over the current period projection but should be where it needs to be at year end.

The water and sewer fund have money that is generated every other month so they are self supporting, unlike the general fund where there is one big cash influx.

Council discussed capital projects versus debt elimination and how much money should the City have in reserves.

Mayor Cole suggested to Council members if they had any suggestion on the budget to meet with Dudley prior to the budget meeting.

Mayor Jerry Cole

Attested by: _____
Debra Dudley, City Admin./Fin Dir./Recorder