



City of Brookings

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BUDGET COMMITTEE AGENDA

Monday, April 19, 2021, 5:30pm

EOC Building, 888 Elk Drive, Brookings, OR 97415

- A. Call to Order**
- B. Election of Officers**
 - 1. Chair
 - 2. Vice-chair
- C. Approval of 2020 Minutes**
- D. Delivery of Budget Message by Budget Officer**
- E. Public Hearing on State Shared Revenues**
 - 1. Open Public Hearing
 - 2. Take public comments on State Shared Revenues
 - 3. Close Public Hearing
- F. Review Budget**
- G. Questions from Budget Committee**
- H. Public Comments on Budget**
- I. Approve 2021-22 Budget as proposed (amended) and forward to the City Council for adoption – OR - Adjourn to Thursday, April 22, 2021**

MINUTES
City of Brookings
BUDGET COMMITTEE MEETING
Brookings City Hall, EOC
888 Elk Drive, Brookings, Oregon
Thursday, May 21, 2020

Call to Order

Mayor Pieper opened the meeting at 5:30 p.m.

Attendance

Members Present: Mayor Jake Pieper, Councilor Brad Alcorn, Councilor John McKinney, Councilor Brent Hodges, Councilor Ron Hedenskog, Budget Committee Members Sally Laasch, Linda Matlock, Julie Retherford and Doug Brand.

Staff Present: City Manager/Budget Officer/Finance and Human Resources Director Janell Howard, Public Safety Director Kelby McCrae, PW Director Tony Baron, Deputy PW Director Jay Trost, Lt. Donny Dotson, Fire Chief Jim Watson and Deputy Finance and Human Resources Director Lu Ehlers.

No media were present. No members of the public were present.

Election of Officers

Councilor Hedenskog made a motion to appoint Mayor Pieper Chair of the budget committee, seconded by Councilor Hodges, all voted in favor. Councilor Hedenskog made a motion to appoint Councilor Hodges Vice-chair, seconded by Councilor Alcorn, all voted in favor.

Approval of Minutes

Councilor Hedenskog made a motion to approve 2019 budget minutes, seconded by Councilor Hodges, all voted in favor.

Budget Message

Budget Officer Janell Howard delivered the budget message. Some items were highlighted and the unknown impact to revenue due to COVID-19 was noted. The General Fund ending unappropriated balance/carryover is more than 5%, which was a goal previously set by Council. Budgeted utility rate increases include 0.0% for Water, 0.0% for Wastewater, and an estimated 1.5% increase for SRFs. The local fuel tax measure was passed in May 2015, and renewed in May 2018 so the Streets SRF was eliminated, decreasing the SRF by \$2.98 per month. It was renewed on the May 2018 ballot for a five year period without the limit of \$300,000 annually. Debt continues to decrease.

Budget Structure Overview

Ms. Howard did an overview of budget structure including fund types, resources and expenditure categories.

Public Hearing on State Shared Revenues

Mayor Pieper opened the public hearing on State Shared Revenues at 6:24 p.m. No public comments. The public hearing was closed at 6:25p.m.

Budget Committee Minutes, May 25, 2020

Budget Review

Each Department Head was available for questions.

Council Comments

Councilor Hedenskog spoke about debt going down and gave a brief history of how the debt originated. Also commented on the low % of budget that personnel services make up.

Mayor Pieper asked about transient room tax status and Member Brand asked about Marijuana tax. More discussion.

Public Comments

None.

Councilor Hedenskog made a motion to adjourn and continue the meeting until Wednesday May 27, 2020 at 5:30 p.m.; seconded by Councilor Alcorn, all in favor. Adjourned 7:11 p.m.

MINUTES
City of Brookings
BUDGET COMMITTEE MEETING
Brookings City Hall, EOC
888 Elk Drive, Brookings, Oregon
Thursday, May 27, 2020

Call to Order

Mayor Pieper opened the meeting at 5:30 p.m.

Attendance

Members Present: Mayor Jake Pieper, Councilor Brad Alcorn, Councilor John McKinney, Councilor Brent Hodges, Councilor Ron Hedenskog, Budget Committee Members Sally Laasch, Linda Matlock, Julie Retherford. Absent was Doug Brand.

Staff Present: City Manager/Budget Officer/Finance and Human Resources Director Janell Howard, Public Safety Director Kelby McCrae, PW Director Tony Baron, Deputy PW Director Jay Trost, Lt. Donny Dotson, Fire Chief Jim Watson and Deputy Finance and Human Resources Director Lu Ehlers.

No media were present. No members of the public were present.

Discussion

Discussion about public safety fee. Staff explained the process of implementation. Councilor Alcorn commented in dept and all councilors commented.

There were no further questions or concerns.

Public Comments

None.

Budget Approval

Councilor Hedenskog made a motion to approve the budget for the City of Brookings for fiscal year 2020-21 as presented, Seconded by Councilor Hodges, with all in favor.

Mayor Pieper made a motion to adjourn. Councilor Hodges seconded, with all in favor. Adjourned at 5:43 p.m.