

**City of Woodburn and Urban Renewal Agency Budget Committee
Budget Committee Meeting Agenda
May 11, 2013 – 9am**

CITY HALL COUNCIL CHAMBERS – 270 MONTGOMERY STREET

Open City of Woodburn Budget Committee Meeting

1. Elect Budget Committee Chair and Vice Chair
2. Approve City of Woodburn Budget Committee Minutes from May 5, 2012 meeting
3. Presentation of Proposed 2013-14 Budget – Budget Officer/Finance Director
4. Discussion
5. Public Comment
6. Motion to Approve
7. Adjourn

Open Woodburn Urban Renewal Agency Budget Committee Meeting

1. Elect Budget Committee Chair and Vice Chair
2. Approve URA Budget Committee Minutes from May 5, 2012 meeting
3. Presentation of Proposed 2013-14 Budget – Budget Officer/Finance Director
4. Discussion
5. Public Comment
6. Motion to Approve
7. Adjourn

**CITY OF WOODBURN
BUDGET COMMITTEE MINUTES
May 5, 2012**

**DATE. COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION,
STATE OF OREGON, MAY 5, 2012.**

CONVENED. The Budget Committee convened at 9:00 with Councilor McCallum presiding.

ROLL CALL.

Eric Swenson	Present	Richard Pugh	Present
Dagmar Kinne	Present	J. Melvin Schmidt	Absent
Horst Raustien	Present	Pete McCallum	Present
Stanley Milne	Present	Jim Cox	Absent
Don Judson	Present	Frank Lonergan	Present
John Reinhardt	Present	Eric Morris	Present

Staff Present: City Administrator Derickson, Finance Director Palacios, City Attorney Shields, Police Chief Russell, Public Works Director Brown, Community Services Director Row, Economic & Community Development Director Hendryx, Human Resources Director Hereford, Senior Accountant Ellerbrook, Recorder Shearer

0:00 **REINHARDT/LONERGAN...**approve the Budget Committee Minutes of May 14, 2011. Motion passed unanimously.

0:01 Budget Message (written) submitted by Mayor

0:03 **Election of Officers**

John Reinhardt was unanimously elected chair. Councilor McCallum passed the gavel to Chair Reinhardt. Eric Swenson was unanimously elected vice chair.

0:06 **Presentation of Budget**

Scott Derickson provided an overview of the 2012-13 budget.

0:21 Begin Budget Discussion: General Fund - Page 25

3:42 Open Hearing for Public Comment: No one wished to speak.

3:43 **SWENSON/JUDSON...** that the Committee recommend the 2012-13 proposed budget as presented and authorize that property taxes be levied at 6.0534 per thousand assessed value and authorize a levy of \$550,000 for General Debt obligations. Motion passed unanimously.

3:44 **LONERGAN/PUGH...**meeting be adjourned. Motion passed unanimously.

Attest: _____
Christina M. Shearer
City Recorder

GO Debt Service Fund – 250

Fund/Fund Number: GO Debt Service - 250
Department/Department Number: Finance - 151
Department Director: Christina Shearer

Description of purpose/functions of department:

The Bonded Debt fund records the payment of principal and interest on the City’s General Obligation bonds. As of June 30, 2013, a single bond issue is outstanding for the Police Facility. The remaining principal due as of July 1, 2013 is \$5,065,000.

See Debt Overview on page 241 for a summary of the City’s debt.

Fund Summary

FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Budget	Account Description	FY 2013-14 Proposed	FY 2013-14 Approved	FY 2013-14 Adopted
GO Debt Service Fund						
Revenues						
91,293	78,035	64,000	Fund Balance	30,000		
495,377	497,316	650,000	Taxes	528,000		
721	1,116	800	Miscellaneous Revenue	900		
587,391	576,467	714,800	Revenues Total	558,900		
Expenditures						
-	639	1,519	Materials & Services	-		
509,356	514,431	514,281	Debt Service	523,781		
-	-	199,000	Contingencies and Reserve	35,119		
509,356	515,070	714,800	Expenditures Total	558,900		
78,035	61,397	-	Revenue Over (Under) Expenditures	-		

Revenue Sources and Other Discussion

This Fund accounts for the debt service on the City’s 2005 General Obligation bond. **Property taxes** are the major source of operating revenue. The Miscellaneous Revenue is interest on the cash balance of the fund. The amount allocated to this fund is dependent on reserve requirement limitations and debt service levels.

Fund Detail

FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Budget	Account Description		FY 2013-14 Proposed	FY 2013-14 Approved	FY 2013-14 Adopted
Fund: 250 - GO Debt Service Fund							
Revenues							
Department: 000 - Revenue							
Fund Balance							
91,292	78,035	64,000	3081	Beginning Fund Balance	30,000	-	-
91,292	78,035	64,000	Total - Fund Balance		30,000	-	-
Taxes							
495,377	497,316	650,000	3111	Property Tax	528,000	-	-
495,377	497,316	650,000	Total - Taxes		528,000	-	-
722	1,116	800	3611	Interest from Investments	900	-	-
722	1,116	800	Total - Miscellaneous Revenue		900	-	-
587,391	576,467	714,800	Revenues Total		558,900	-	-
Expenditures							
Department: 151 - Finance							
Program: 9111 - Debt Service							
Materials & Services							
-	639	1,519	5500	Banking Fees & Charges	-	-	-
-	639	1,519	Total - Materials & Services		-	-	-
Debt Service							
275,300	290,000	300,000	5711	Bond Principle	320,000	-	-
234,056	224,431	214,281	5721	Bond Interest	203,781	-	-
509,356	514,431	514,281	Total - Debt Service		523,781	-	-
509,356	515,070	515,800	Program Total: 9111 - Debt Service		523,781	-	-
509,356	515,070	515,800	Department Total: 151 - Finance		523,781	-	-
Contingencies and Reserve Balances							
-	-	199,000	5921	Contingency	35,119	-	-
-	-	199,000	Total - Contingencies & Reserve		35,119	-	-
509,356	515,070	714,800	Expenditures Total		558,900	-	-
78,035	61,397	-	Fund Net: 250 - GO Debt Service Fund		-	-	-

**CITY OF WOODBURN URBAN RENEWAL AGENCY
BUDGET COMMITTEE MINUTES**

May 5, 2012

DATE. COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION,
STATE OF OREGON, MAY , 2012.

CONVENED. The Budget Committee convened at 12:50pm with Councilor McCallum presiding.

ROLL CALL.

Eric Swenson	Present	Richard Pugh	Present
Dagmar Kinne	Present	J. Melvin Schmidt	Absent
Horst Raustien	Present	Pete McCallum	Present
Stanley Milne	Present	Jim Cox	Absent
Don Judson	Present	Frank Lonergan	Present
John Reinhardt	Present	Eric Morris	Present

Staff Present: City Administrator Derickson, Finance Director Palacios, City Attorney Shields, Police Chief Russell, Public Works Director Brown, Community Services Director Row, Economic & Community Development Director Hendryx, Recorder Shearer

3:45 **Election of Officers**

John Reinhardt was unanimously elected chair. Councilor McCallum passed the gavel to Chair Reinhardt. Eric Swenson was unanimously elected Vice Chair.

3:46 **LONERGAN/MCCALLUM...**approve the Budget Committee Minutes of May 14, 2011. Motion passed unanimously.

3:46 **Presentation of Budget**

Scott Derickson provided an overview of the 2012-13 budget.

3:54 Open Hearing for Public Comment: No one wished to speak.

3:54 **SWENSON/LONERGAN...** the Committee recommend the 2012-13 proposed budget as presented. Motion passed unanimously.

3:56 **MCCALLUM/JUDSON...**meeting be adjourned. Motion passed unanimously.

Attest: _____

Christina M. Shearer
City Recorder