

BOARDMAN CITY COUNCIL- SPECIAL MEETING MINUTES– MAY 23, 2023
BOARDMAN CITY HALL COUNCIL CHAMBERS AND VIA ZOOM

Council President Baumgartner called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

Councilors Present: Heather Baumgartner, Cristina Cuevas (Arrived at 5:33 p.m.), Karen Pettigrew, Brenda Profitt, and Richard Rockwell

Councilors Absent: Paul Keefer – Excused and Isaac Williams - Unexcused

Staff: Rick Stokoe- City Manager Pro Tem, Marta Barajas-Finance Director, Loren Dieter-Interim Police Chief,

Audience: Brandon Hammond

FORMAL PROCEEDINGS

Supplemental Budget Hearing – 2022-2023 Budget

Council President Baumgartner opened the hearing at 5:31p.m.

Council President Baumgartner asked for a staff report from Finance Director Marta Barajas. The General Fund experienced higher than expected Materials and Services costs in three of its departments. The Public Safety Department received the invoice for Dispatch Services for this fiscal year after the end of the last fiscal year and the next fiscal year's invoice is expected to be paid this fiscal year. This was also the case in audit fees, with prior year's audit fees being received this year. An additional \$61,510 is needed to cover these expenses. There have also been multiple patrol vehicles needing costly repairs and expect to have similar repairs performed on the remaining patrol vehicles of the same model. An additional \$5,000 are needed in this line item. An additional \$800 are needed in the Internet/Data expense line item due to the addition of data services of body cameras and patrol vehicle cameras. The Facilities Department incurred additional repairs and maintenance costs in park repairs and needs an additional \$5,000. The amount of public notices, in Non-Departmental, has exceeded the costs budgeted and needs an additional \$3,000 to cover for the remainder of the year.

Councilor Cuevas arrived at 5:33 p.m.

The Water Fund has experienced higher than expected costs in professional fees and expects to have more, prior to the end of the year. It needs \$8,600 for the Groundwater Monitoring Report and \$4,000 to cover prior year audit fees.

The Garbage Fund anticipates having additional costs in garbage services than expected of \$20,000.

The Street Fund has experienced higher than expected personnel costs, as direct street services where more than anticipated for this year, and expects to have continued personnel costs through the end of the year. An additional \$20,000 is needed for personnel costs.

The Building Department had an exceptionally busy quarter and the share of Permit Fees, as per Building Services Intergovernmental Agreements, has surpassed the expected amounts, and will continue to incur additional disbursements of fees and surcharges. \$517,000 will be needed to cover these disbursements. Additional portal users were identified for the Building Department permit portal and an additional \$6,000 will need to be appropriated for this.

The Water Reserve Fund paid for Advanced Metering Infrastructure System supplies, which had to be exchanged. The City received a credit for \$23,517 of which, need to be re-appropriated to cover the cost of the exchanged supplies.

The Water Reserve Fund and Sewer Reserve Fund hold contingency balances for unforeseen expenses and shortfalls in related projects. The G.O. Bond will need assistance of \$92,025, from each of the two reserves to have enough resources to pay for the upcoming payment due in the Debt Service Fund prior to the end of this fiscal year.

The Water Bond Debt Fund was to be closed-out this fiscal year, but the appropriations budgeted did not cover the full amount to be transferred out in order for the fund to be closed.

The G.O. Bond Debt Fund requires an additional appropriation of \$340,000 for Principal, and \$106,400 for Interest, to cover the full payment due for this fiscal year.

There was no public in attendance to give testimony.

Council President Baumgartner closed the hearing at 5:40 p.m.

ACTION ITEMS

Resolutions 8-2023 – Supplemental Budget 2022-2023

Councilor Pettigrew made a motion to adopt a supplemental budget for fiscal year 2022-2023. Councilor Profitt seconded the motion. The motion passed 5-0 with 2 absences.

EXECUTIVE SESSION

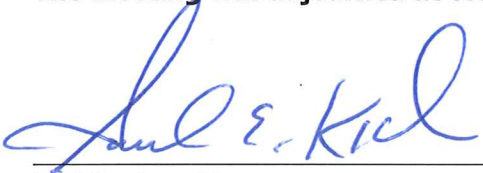
ORS 192-660 (2) (a) – City Manager Recruitment

Council President Baumgartner announced the purpose of the executive session was to consider the employment of a public officer, employee, staff member or individual agent.

The meeting was recessed at 5:42 p.m.

The meeting reconvened at 6:06 p.m.

The meeting was adjourned at 6:06pm.


Paul Keefer – Mayor
Jackie McCauley – Acting Recorder