

ROGUE VALLEY SEWER SERVICES
Budget Committee Meeting Minutes
April 25, 2018

TIME AND PLACE OF MEETING:

A meeting of the Budget Committee of Rogue Valley Sewer Services, Jackson County, Oregon, was held at 138 W Vilas Rd, Central Point, Oregon April 25,2018. The meeting was called to order by Board Chairman Bob Dunn at 7:04 a.m.

PRESENT:

Wayne Brown, Jim Lewis, Mike Burrill, Jr, Bob Dunn, Terry Sackett, Gary Hall, Bill Stults, Mike Parker, Jim Snyder & Kay Harrison

ALSO PRESENT:

Brenda Baldovino, Finance Director; Carl Tappert, Manager; Shane Macuk, Operations Manager; Kevin James, Treatment Manager; Joan Pariani, Executive Secretary, Carole Balzer, Network Administrator, Jennie Morgan, Stormwater Program Manager, Dick McGregor, City of Shady Cove

ELECTION OF BUDGET COMMITTEE CHAIRMAN

Terry Sackett nominated Mike Parker as Budget Committee Chairman and Bill Stults seconded the nomination. No further nominations were made and Board Chairman Dunn closed the nominations for Chairman. Mike Parker was elected Chairman of the Budget Committee by a unanimous vote of all committee members. .

ELECTION OF BUDGET COMMITTEE SECRETARY

Kay Harrison nominated Bill Stults for Budget Committee Secretary and Jim Lewis seconded the nomination. No further nominations were made and Budget Committee Chairman Mike Parker closed the nominations for Secretary. Bill Stults was elected Secretary of the Budget Committee by a unanimous vote of all committee members.

PRESENTATION OF BUDGET BY BUDGET OFFICER

Budget Officer Carl Introduced the management staff to the Budget Committee.

Carl Tappert read the 2018-2018 Budget Message as presented in the FY19 Proposed Budget.

The proposed budget includes a 4.6% rate increase. The single family charge will come to \$20.50 per month, which will still be among the lowest in the state.

There have been no significant changes in the financial policies. The GFOA guidelines are being followed.

Mike Parker asked Carl to read the Mission Statement.

Fund 01: General Fund

Carl highlighted the rate increase from 19.60 to 20.50 per month for a SFR. RVSS would like to add two new employees, an Engineering Assistant and an additional maintenance worker.

Carl noted that the final payment was received from the sale of the South Pacific Hwy property.

Other revenue for FY19 will be much less than FY18 because the final installment of the Eagle Point loan has been paid. Eagle Point had a loan reserve of approximately \$130,000 that was paid back to RVSS.

On the expenditure side, not much is changing except that the total salaries include the increase of the medical benefit and a 2.1% increase in wages to employees.

Material and services does have much of a change.

Fund 04: BCI Operations and Maintenance

This is funded both by RVSS and the City of Medford. Nothing has changed much in this fund since last year.

Fund 06: Dunn Pump Station Operation and Maintenance

The largest expense in this fund is for electricity. The solar power project, once installed, should save about 25% off the power bill. This is also funded jointly by the City of Medford and Rogue Valley Sewer Services.

Fund 07: ICE Fund

The City of Medford and RVSS both pay into this fund for Interceptor Capital Expansion. Carl likes to keep a healthy balance in this fund just in case a major replacement or repair is needed.

Fund 09: White City Storm Drain Fund

RVSS has an agreement with Jackson County to manage the storm drain system in the industrial section of White City. A fee is assessed to the land owner based on the amount of impervious area on their property. This fund is intended to be fully independent of the General Fund and maintains a fund balance to cover costs of future improvements.

Fund 10: Storm Water Quality Management

RVSS has agreements with Phoenix, Central Point, Talent, and Jackson County. RVSS holds the NDPEs Phase II Permit. This permit has expired, but DEQ has not yet renewed it.

Fund 50: Shady Cove Operations and Maintenance

Fund 52: Shady Cove Collection System

Fund 55: Shady Cove Capital Fund

RVSS has a maintenance contract with the City of Shady Cove to cover costs of these funds.

Fund 60: Gold Hill Treatment Fund

Fund 62: Gold Hill Collection System

RVSS has entered into an intergovernmental agreement with Gold Hill to manage their sewer treatment and collection system. This fund will track the expenses of the treatment plant.

CIP

Carl has budgeted between 2-3 million dollars a year for the next five years for Capital Improvements. He feels that that this is the key to RVSS' success, being proactive with Capital Improvements.

MOTION

With no more inquires, Gary Hall motioned to approve the Fiscal Year Budget 2018-2019. Bill Stults seconded the motion. The motion carried by a unanimous vote of all committee members.

ADJOURNMENT

There being no further business the meeting adjourned at 8:20 a.m.

ROGUE VALLEY SEWER SERVICES



Mike Parker, Chairman
Budget Committee



Bill Stults, Secretary
Budget Committee



Bob Dunn, Chairman
Board of Directors



Joan Pariani, Executive Secretary