



**Tillamook Urban Renewal Agency
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**FY 2011-2012 BUDGET COMMITTEE MEETING
Tuesday, April 26th, 2011
4:30 P.M.**

TURA Chairman Don Hurd called the meeting of the Budget Committee to order at 4:35 P.M. to discuss and approve the proposed budget for FY 2011-2012. **Hurd** asked for introductions of each person present. Everyone went around the room introducing themselves.

1. ROLL CALL:

Budget Committee Members present:

TURA Board Members: Don Hurd, Carolyn Decker, Alene Allen, Joe Martin, John Sandusky

Budget Committee Members: Sheryl Pingel, Kate Skinner, Jim Nelson

Budget Committee Members Absent: Scott Malmquist

Staff Present:

City Manager/Budget Officer, Paul Wyntergreen; Administrative Assistant, Debbi Reeves

City Officials: Mayor Suzanne Weber, Councilor Steve Forster, Councilor Cheryl Davy

2. ELECTION OF OFFICERS

Chairman Hurd said the first item on the agenda is to elect Budget Officers. **Reeves** said Budget Officers for 2010-2011 were **Hurd** as Chair, **Weber** as Vice-Chair and **Decker** as Secretary.

- **Hurd** made a motion to nominate **John Sandusky** as Budget Chairman. Second was made by **Mayor Weber**. **Hurd** called for the vote and Ayes were received from all committee members and the motion passed unanimously.
- **Sandusky** nominated **Hurd** as Budget Vice- Chair which was seconded by **Nelson**. Ayes were received by all committee members except **Hurd** who voted no. The motion passed.
- **Weber** nominated **Sheryl Pingel** as Budget Secretary. The motion seconded by **Hurd**. Ayes were received by all and the motion carried.

Hurd turned the meeting over to Budget Chairman **Sandusky**.

3. BUDGET MESSAGE

Sandusky asked Budget Officer **Wyntergreen** to present the 2011-2012 Budget Message. **Wyntergreen** began explaining the Tax Increment Fund and the General Fund as they pertain to urban renewal agencies. He also explained debt service. **Wyntergreen** went over the Tax Increment Fund form LB-10 regarding anticipated revenues and reserved future debt service. He explained the different lines of the General Fund Resources form LB-20 mentioning grants, obligations, urban renewal projects and possible projects. He explained the budget note listed and the reason for the note pertaining to 5 year projections of the TURA Board. He explained the General Fund Expenditures form LB-31 touching on the different lines with changes. The lines explained were IGA Services, Consulting fees, Financial Services which include bookkeeping and audit services. Also spoken about were lines under Capital Outlay.

4. BUDGET REVIEW FOR FY 2011-2012

Hurd asked **Wyntergreen** about Line 27, LB-31 pertaining to Reserved Agency Approved Projects. There was discussion about locking up the funds in budget lines. There was also discussion about the wages for the finance officer. The committee discussed some of the budget lines mentioned by **Wyntergreen**. **Wyntergreen** explained proposed, approved and adopted lines in the budget. **Sandusky** asked for a clarification of the “Note” shown on the budget document which **Wyntergreen** explained. **Sandusky** asked if there were any other questions. The committee went through the budget forms and discussed the line items. **Hurd** asked about the Public Works Technician work mentioned in the Budget Message which **Wyntergreen** explained. There was discussion about school and street grants and a budget line for matching funds. Restrictions of budget lines were discussed. **Wyntergreen** explained GASB 54 which is Government Accounting Standards Board Pronouncement No. 54 which deals with funds restricted by boundaries and the urban renewal plan. **Nelson** asked about sidewalk repairs which were discussed.

Sandusky asked if there were any other discussion of budget changes other what had been discussed. The changes discussed were to delete the Budget Note on LB-20 and all asterisks associated with that Budget Note on forms LB-20 and LB-31. The next change was to set Line 12 on LB-31 to \$10,500 for Financial/Audit Services and to balance the total of the General Fund accordingly.

- **Hurd** made a motioned to accept the changes as presented. The motion was seconded by **Nelson**. All members voted aye and the motion passed.

Sandusky announced the TURA Budget was ready to adopt if there were no other comments, changes, questions or discussion.

- **Martin** made a motioned to adopt the 2011-2012 TURA Budget as modified. **Nelson** seconded the motion. **Sandusky** called for the vote to adopt the budget as adjusted. Ayes were received by all committee members present and the motion passed unanimously.

Sandusky asked if there were any other meetings for the budget committee. **Wyntergreen** explained the TURA Board would complete the adoption of the Budget in June in the Budget Hearing.

Sandusky mentioned the wonderful job TURA is doing and spoke of the 3rd Street Improvement Project. **Mayor Weber** gave “kudos” to TURA **Chairman Hurd** for his visioning and noted appreciation of the entire community. Sandusky said “Bravo” to **Chairman Hurd**.

With no further business **Sandusky** adjourned the meeting at 5:10 p.m.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Sheryl Pingel
Budget Committee Secretary