

11/06/2013

Mayor Lee Webster called the Special Meeting to order at 6:00 p.m. Council Members present were Ramiro Villagrana, Dan Smith, Tim Rieb, Art Smyth and Jan May. A quorum was present. Also present were City Clerk Misty Ruiz, Deputy Clerk Desha Dawson, Public Works Director Lynn Lawson and Chief of Police Ron Oules.

Mayor Webster announced that Jason Schmidt from McKinstry Industries will do a brief introduction and presentation of the services they offer with respect to Energy Audits.

The Council, as a majority, approved the agenda.

MCKINSTRY INDUSTRIES:

As outlined above, McKinstry Representative Jason Schmidt did an introduction and overview presentation of the Energy Audit services they provide regarding Energy Efficiency Audits.

2014 BUDGET WORKSHOP:

Mayor Webster reviewed the budget workshop process, past and current. Webster also reviewed a request for funds from the Okanogan County Transportation and Nutrition. They were instructed last year to put in a request for support of their program at the City of Brewster budget process time. They have done so, as well as including a breakdown of exactly what the money is used for, including a cost allocation for meals and transportation. It was requested that the City consider putting 3600.00 in the budget for support of this program. This will be considered.

Chief of Police Ron Oules stated that he will do with this budget, as he has done in years past. He always looks for ways to save money and operate within his budget parameters.

Clerk Misty Ruiz reviewed the beginning fund balances, projected revenues and expenditures. She also explained how "carry over" balances are used and how she set the upcoming budget. She has worked hard to get to where we are and hopes that the presentation of the budget workbooks and pie charts are acceptable to the council and that it makes the budget allocations easy to follow and understand, as the numbers can be overwhelming.

Public Works Director Lawson explained that he is new to the budget process and thanked Ruiz for her help. He noted that there are several projects set to take place in the coming year including, but not limited to the Airport, Angle Trailer Court and the Safe Routes to School/1st Street extension.

Council Member Smith stated he would like an outline detailing what the budget includes – for example, equipment replacement funds. He would like to see what the basis of the budget is and how these numbers are achieved, and continuity of what is being budgeted for and how we are budgeting for major purchases, or anticipated purchases. He also suggested considering the actual costs for services or equipment vs. contracting these services out. Council Member May stated she does not want to micromanage the departments, however, would like to see the breakdown of the budget totals and how they correlate to what is being requested with respect to purchases and operations.

ADJOURNMENT

With there being no further business to come before the Council regarding the Special Meeting was adjourned at 7:45 p.m.

Mayor Lee Webster

ATTEST:

City Clerk/Treasurer Misty Ruiz