

# 2008 BUDGET MEETING

CITY OF BREWSTER

December 3, 2007

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Mayor Webster called the Special 2008 Budget Meeting to order at 5:37 PM. Those present included: Mayor Lee Webster, Finance Director Pamela Olsen, Public Works Director J.D. Smith, Council Members Bob Fateley, Jerry Tretwold, Kris Dawson, Dave Freels and Art Smyth, Chief of Police Ron Oules, Rec Director Gary Reese and Deputy City Clerk Desha Dawson.

The Council Members and the Mayor had reviewed the notebooks that were delivered on November 30<sup>th</sup>. The Finance Director, Public Works Director and the Chief of Police had also reviewed the packets.

## **FINANCE DEPARTMENT:**

Finance Director Pamela Olsen stated that if Darryl Shenyer were kept on as a full-time employee, his wages would be distributed throughout the departments in which he would be working for. For example, other employees of the City are split into different departments, broken down by month.

## **PUBLIC WORKS DEPARTMENT:**

Public Works Director Smith noted that streets and wages were the two (2) areas of his budget that increased the most. The areas of improvement and equipment/vehicle replacement were cut significantly. He would like to start an equipment/vehicle replacement fund with the idea of having enough in 2009 to replace a service vehicle. He had tried to do as much "catching up" as he could within the money still available in 2007, and did do fairly well with this. He noted that he hopes to keep spending down in 2008.

His Top 5 wish list still includes the backhoe, PRV repair, sewer cleaning, street sweeping and hydrant replacement/maintenance. He would like to have \$7,000 in the 08 budget for hydrant replacement/maintenance. There are at least three (3) hydrants that need to be replaced, with the one on Bridge Street near Jan May's house having the highest importance, then the hydrants at the Land Company and the Ambulance Hall.

Council Member Tretwold stated that he had gone back and reviewed the '06 budget requests and approvals. He asked if the fence at the water tower (requested by Dave Reynolds) had been installed. Public Works Director Smith stated that both the upper and lower reservoir areas were fenced and the monies requested last year (20-30K) had been used for that specifically.

Council Member Tretwold asked if the \$5,000 requested in 2006 for the backhoe repairs had been used. Public Works Director Smith stated that the repairs were done, which also included the purchase of a new seat for the backhoe. Council Member Tretwold also asked Public Works Director Smith about the grant he had previously mentioned to go towards a new backhoe. Public Works Director Smith stated that this is still available. Council Member Tretwold asked Public Works Director Smith what the old backhoe would be worth, if sold. Public Works Director Smith stated he believes it would be around \$15,000.

Council Member Tretwold also asked how solid the TIB funding was for the Main Street extension. Finance Director Olsen and Public Works Director Smith stated that this money is secure.

Public Works Director Smith also noted that with respect to last year's budget, a new forklift was purchased for \$2,000 (\$5,000 had been approved), as well as the purchase of a new park tractor, which was purchased for \$8,200.

Public Works Director Smith has also put radios in his budget. Council Member Freels stated he did not see how the money for these radios could come out of capital improvements. Public Works Director Smith stated we need to have the radios and the programming upgraded in order to be able to communicate with the Police, Fire and County. The current City radios are old and we need to upgrade to the new narrow band frequency. Council Member Tretwold asked the total number of radios that he would need; Public Works Director Smith stated there would be six (6) portables and ten (10) mobiles. There would be two (2) portables placed in three locations – wastewater treatment plant, City Hall and Rec Center. Police Chief Oules stated that he had received a grant for new radios this year and has four mobile units left-over that he would be willing to let the City use, if compatible with Public Works needs.

#### **SWIMMING POOL/REC CENTER:**

Recreation Manager Gary Reese stated that the City should see a significant increase in revenue for the swimming pool/Rec center in 2008. Currently, the Rec Center is operating in the black. Rec Manager Reese stated that he has switched vending companies and this has helped to increase the revenue as well.

He noted that currently, there are 12 soccer teams signed up to play on Sundays, which generated roughly \$2500 in revenue, as all teams are paying fees for use. He also noted that when reviewed, the past 6-months membership totals are up 300% from the total memberships compared to this same time last year.

Council Member Tretwold stated as far as the pool wish list requests; he would like to see the pergola (shade awning) back in the budget. He noted that he has personally attended swim meet events at the pool and it is very hot sitting out on the bleachers, or around the pool area. He also stated that since Brewster does host several swim meet events, as well as having a rather busy regular pool use schedule, the pergola should be strongly considered. Recreation Manager Reese stated he believes the pergola would be beneficial and would also like to see this back in the budget. At the Council Retreat, it had been quoted that the pergola would cost around \$2500. Reese stated that the actual cost of this is closer to \$3300.

\$14,000 for the PUD bill for the Swimming Pool had been requested for 2008 billings, however, Public Works Director Smith stated that by installing the new solar panels, these should reduce the the PUD billing amounts significantly for the pool as the panels will help heat it. With respect to the heater, this has been repaired.

The chlorinator was installed and is working very efficiently, and has pretty much "paid for itself". It has also brought us up to the State standards for proper chlorination.

## **POLICE DEPARTMENT:**

Police Chief Oules stated that he has taken \$1000 off of the overtime budget and would like that placed into the DARE fund. To his knowledge, they have not put any money into the DARE fund since he was appointed Chief of Police. Council Member Freels asked if he was absolutely sure if this is what he wanted to do with the money, as he may want to look into whether or not the money should be placed in another fund. Police Chief Oules stated that he does not foresee a problem and would really like to do this for the DARE Program and Officer Cariker as the program has done so well.

Police Chief Oules also stated he would like to have the percent of the wage increases calculated into the overtime, as this will affect the amount the amount of his O.T. request.

He stated that his operating supplies budget requests are the same as previous. Fuel costs went up, due to the rising cost of fuel. The vehicle/repair maintenance request went up this year. He has put no monies into the black Grand AM, but would like the vehicle maintenance fund to go up for future repairs. Right now the fund is at \$2000, but it should be somewhere around \$8000. The communications request is up \$2000 from last year. This puts to total fund at \$27,000, which includes what we pay the County.

Police Chief Oules stated that the District Court is going well. The Judge's contract is good and he is doing a great job. He did note that the booking fees were still an issue, but he is working on that.

Council Member Tretwold asked if the "vacation reserve" fund was being set up. Finance Director Olsen stated that she has this listed under the Personnel Benefits section. It is hoped we can get around \$5000 in the fund, but it will take time. Olsen noted that in the past, the most we have ever paid out for a vacation cash-out is \$3500, so she does see the importance and significance of having this fund set up.

Mayor Webster stated that the Personnel Benefits, Salaries and Wages figure changed, primarily because Kelly Hook was moved into Administration as Sergeant.

Council Member Freels stated that with respect to the Officers pay increases; he felt that Council was very fair with the 6% pay increase the P.D. received, and the City employees at 5% +100. He feels that the request for wage increases is a slap in the face and he will not vote for wage increases; he will go into arbitration. Council Member Freels stated that he would not approve any wage increases over the Council approved 3.2% cost of living raise.

## **FIRE DEPARTMENT:**

Council Member Tretwold asked if the fire hall roof had been fixed, or if this was something that was still in the budget requests for 2008. Finance Director Olsen stated that this has been figured into the 2008 budget. During the 2007 budget process, Fire Chief Webster had requested that the fire hall roof be repaired. He was supposed to contact the Fire District to see if they would help cover a portion of the cost. Finance Director Olsen stated that Fire Chief Webster did not present the City with any figures with respect to the District covering a portion of the repair, therefore it was not done.