



BUDGET AND FINANCE COMMITTEE

THURSDAY, July 15, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Charles Young, Committee Chair
Ketan Kharod, Vice Chair
Justin Litchfield, Committee Member
Ariel Cloud, Committee Member
Charles Goyette, Committee Member
Terry Cowan, Committee Member
Michael Francis, Committee Member

Members Absent:

Liz Wright, Committee Member
Rose Hargrave, Committee Member

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant
J Horry, Director of Public Works
Carolyn Meredith, Parks and Natural Resource Manager
Lenn Carter, Chief of Police

This is not an official transcript of the minutes; the recorded audio is the official record.

1. Call to Order

Meeting was called to order at 6:03 PM

2. Citizen Comments

Melissa Gonzales expanded on her comment left on OpenGov regarding engineering

3. Approve minutes from the 6/10/21, 6/17/21, and 7/8/21 meetings

Motion to Approve 6/10 Minutes: Terry

2nd: Charles Goyette

No objections, motion passes

Motion to Approve 6/17 Minutes: Terry

2nd: Charles Goyette

No objections, motion passes

Ketan requested adding (D) Request to discuss solid waste rates

Motion to Approve 7/8 Minutes (with revision): Ketan

2nd: Charles Goyette

No objections, motion passes

4. Review and discuss the sales tax revenue for July 2021

Chip noted that we are 12% above our projected sales tax. Sylvia noted that most cities are at about the same amount of growth as Sunset Valley is currently. Sylvia offered to send top 10 revenue generators to the committee.

5. Budget Overview – where we are in the process so far

Suzanna presented the report from OpenGov showing what has been approved so far by the committee.

6. Review, discuss, and possibly make a recommendation to City Council for Public Works Department Operating Expenses

PW budget brought back due to \$100,000 planning line item pertaining to Parks and Open Space Master Plan and Land Development Code. Email was brought up from the chair of PW committee that was expanded on by Carolyn. Curbside brush pickup was discussed with relation to the requested new maintenance technician. Another discussed item was brought up by both Michael and Terry about the Grounds Maintenance where the committee expressed concern about the mowing contract increasing 20%. The staff explained that the contract is proposed at the amount the council approved at the end of FY20.

Motion to Approve: Terry

2nd: Michael

6 for, 1 against (Chip), motion passes

7. Review, discuss, and possibly make a recommendation to City Council for Drainage Department Operating Expenses

Justin requested a small discussion of what each department does, who runs it, and how it relates to the rest of the budget. Sylvia and Rudi described each of those questions. Questions were raised by Michael about why the increase between actuals and budget for past years in Repair & Maintenance Drainage, Streets, & ROW.

Motion to Approve: Ketan

2nd: Justin

6 for, 1 against (Ariel), Motion Passes

8. Suggestions for future agenda items

(1) Rudi suggested totals on Workforce spreadsheet

(2) Chip suggested a few bring back items: contingencies for CCD (8/5), engineer on staff for PW, sales tax revenues revisited (8/5), emergency preparations (7/29)

(3) Justin would like to know what we need to do to get PW back to 100%- (7/22)

(4) Michael would like to bring back PD regarding staff retention- (8/5)

(5) Solid Waste revenue (8/5)

9. Adjourn

Motion: Michael

2nd: Terry

No objections, committee adjourned at 7:53 PM