

CITY OF PAISLEY

**BUDGET COMMITTEE MEETING
OPEN TO THE PUBLIC**

**MONDAY, MAY 15, 2023
PAISLEY CITY HALL
At 6:30 P.M.**

AGENDA

- 1.0 Call to order
- 2.0 Election of Officers
- 3.0 Agenda Approval
- 4.0 Receive the Budget Message
- 5.0 Consideration of Budget
- 6.0 Public Comment
- 7.0 Adjournment

**If you require a sign interpreter, large print materials, or other accommodations, call
(541) 943-3173 at least 48 hours in advance of the meeting date.**

City of Paisley

May 15, 2023

Budget Committee Meeting

Paisley City Hall

Please Sign In

PRINT

SIGN

- | PRINT | SIGN |
|---------------------|------------------|
| 1. Melissa Walton | Miss Walton |
| 2. Jan Jones | Jan Jones |
| 3. Carrie Wann | Carrie Wann |
| 4. Rick Wann | Rick Wann |
| 5. Keith Harra | Keith Harra |
| 6. Lore Mayea | Lore Mayea |
| 7. Travis T. Garner | Travis T. Garner |
| 8. Wes Haugstad | Wes Haugstad |
| 9. Toni Bailie | Toni Bailie |
| 10. Kathy Green | Kathy Green |
| 11. Linae Harms | Linae M. Harms |
| 12. Emma Shanahan | Emma Shanahan |
| 13. | |
| 14. | |
| 15. | |
| 16. | |
| 17. | |
| 18. | |
| 19. | |
| 20. | |

City of Paisley
Minutes of May 15, 2023
Budget Committee Meeting

1. **Call to Order** The Budget Committee Meeting of the City of Paisley was held on May 15, 2023, at Paisley Community Center. Mayor Keith Harra called the meeting to order at 6:30 p.m. Council members in attendance were Toni Bailie, Travis Garner, Lora Mayea, and Wes Houston. Budget Committee members in attendance: Linae Harms, Kathy Green, Emma Shanahan, Rick Wann, Jon Jones, Jeri Wann, and Melissa Walton, recording minutes.
2. **Election of Officers**
 - 2.1 Keith Harra turned the Budget Meeting over to Melissa Walton, the Budget Officer. Melissa called for nominations for a Budget Committee President. Wes Houston nominated Rick Wann. Rick declined saying this was his first budget meeting and he was uncomfortable running the meeting. Toni Bailie nominated Jon Jones, Travis Garner 2nd the nomination. The vote was called and passed unanimously for Jon Jones as Budget Committee President.
3. **Receive the Budget Message** Jon called for the budget message. Melissa stated she uses the same account method as she's used since 2015. She estimates all resource numbers fairly conservatively. She explained the budget gives the City authority to spend money; if an expense is not already within the budget, the money cannot legally be spent unless Council passes a resolution to spend the money or they go through the supplemental budget process. She stated to the committee that she welcomes any questions, thoughts and ideas, whether they are for or against any resource or expenditure.
4. **Consideration of Budget** The Budget Officer walked the committee through the budget line by line. Jon stated this is the first budget he's ever seen that doesn't show actual expenditures for the current year (the budget contains the amount budgeted, not the actual amount spent). Melissa explained the method she used is the method she was taught by both the previous recorder and by the Department of Revenue during classes she has attended. She also explained she does have the actual numbers written in her paperwork and is happy to share. Jon said the actual numbers are a good means of showing under spending or over spending of a line item.

Kathy asked about the ARPA Funds and the Lake County Contract Funds showing in the Water Sewer Maintenance Fund under capital outlay. Melissa explained these are the grants received for the City's infrastructure project. Melissa stated there is also a \$2.8 million grant the City was awarded from the Federal Government. She did not include it in the budget because there hasn't been a contract signed nor any money received to date. The committee agreed to move money in both the ARPA Funds and Lake County Contract Funds from capital outlay to materials and services. Capital outlay should be for infrastructure that will last more than ten years and a lot of this money will be spent on materials and services not just capital outlay.

The committee also discussed unappropriated funds versus contingency funds. Unappropriated funds are funds that cannot be used unless there is a major emergency

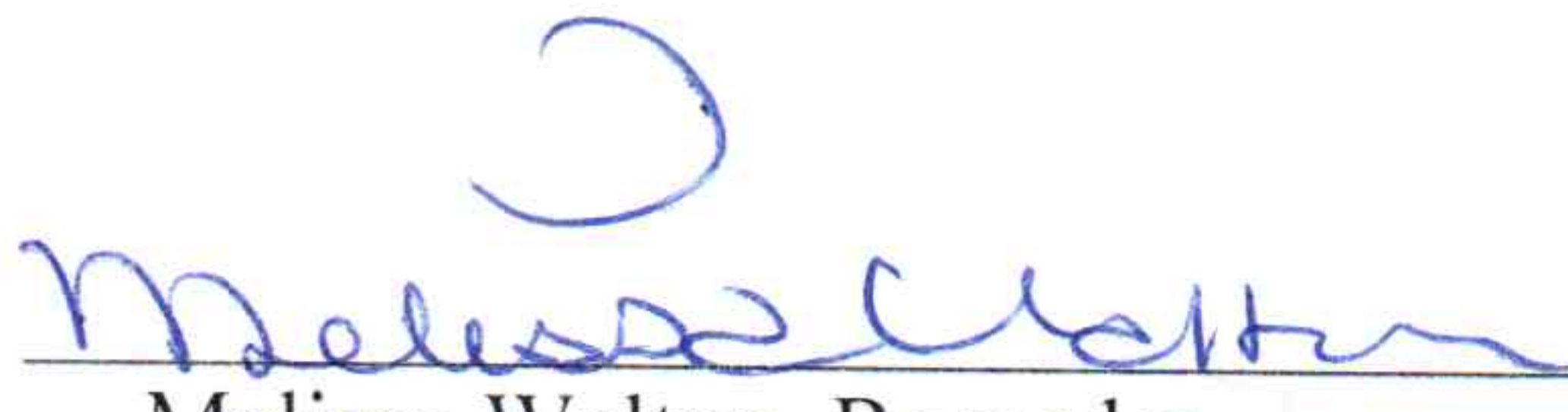
whereas contingency funds are monies that can be moved and spent with a Council resolution. The committee agreed to move monies from unappropriated funds to contingency funds so if there was an emergency there would be funds available.

Melissa stated she needs to change the personnel line in the Water and Sewer Fund to include the hydrant work and add the custodian to the General Fund personnel line. In the Street Fund, there was \$125,000 in capital outlay for road work. That needs changed to \$250,000.

The committee will meet again on the 23rd at 6:30 pm to review changes and vote on the proposed budget.

5. **Public Comment** None
6. **Adjournment** Meeting adjourned at 7:53 pm.

Next Meeting: The next meeting will be a 2nd Budget Committee Meeting on Wednesday, May 23, 2023 at 6:30 pm.



Melissa Walton, Recorder 6/1/2023
Date

Approved,



Keith Harra, Mayor 6/6/2023
Date