

**CITY OF WILSONVILLE
BUDGET COMMITTEE MEETING MINUTES**

**WILSONVILLE CITY HALL
29799 SW TOWN CENTER LP E**

March 11, 2020 – 6:00 PM

A regular meeting of the Wilsonville Budget Committee was held at Wilsonville City Hall beginning at 6:00 PM on Wednesday, March 11, 2020.

Budget Committee members present:

Tim Knapp, Mayor

Kristin Akervall, Councilor

Joann Linville, Councilor

Andrew Karr, Committee Member

Arthur Park, Committee Member

William Amadon, Committee Member

Daphnee Legarza, Committee Member

Budget Committee members absent:

Ben West, Councilor

Charlotte Lehan, Councilor

Paul Bunn, Committee Member

Staff present included:

Cathy Rodocker, Finance Director

Keith Katko, Assistant Finance Director

Margie Trader, Accounting Specialist

Andy Stone, IT Director

Barbara Jacobson, City Attorney

Chris Neamtzu, Community Development Dir.

Martin Montalvo, Public Works Ops. Manager

Dillon Jenkins, Senior Accountant

Jeanna Troha, Assistant City Manager

Delora Kerber, Public Works Director

Pat Duke, Library Director

Kimberly Veliz, City Recorder

Scott Simonton, Fleet Manager

Dwight Brashear, Transit Director

CALL TO ORDER

Chair Karr called to order the Budget Committee Meeting at 6:00 PM.

The Pledge of Allegiance was recited.

FINANCE INTRODUCTION

Finance Director Cathy Rodocker briefly introduced members of the Finance Department who were present.

FY 2020-21 MID-YEAR FINANCIAL REVIEW

Director Rodocker, Assistant Finance Director Keith Katko, and Senior Accountant, Dillon Jenkins presented the FY 2020-21 mid-year financial review via PowerPoint. The review included the budget calendar; appropriation levels; resources and requirements for the transit fund, building fund, community development fund, general fund, and public works funds; and an update on the Munis implementation. During the presentation, Staff answered clarifying

questions from Committee members about the budgeting methods, processes, and requirements.

After the presentation, Staff responded to questions from Committee members about the Public Employee Retirement System (PERS). The City's investment in PERS receives a 25 percent match from the State and the savings would be amortized over 20 years. The City's investment would mitigate against future rate increases, and Staff anticipated the curve to start coming back down in 2033. The State allocated a finite amount to matching funds; however, the City did receive the maximum.

Staff also responded to comments from Committee Members about credit card fees. The City wanted to offer convenient payment options and accepting credit cards did save Staff time, but they must be mindful because bank and credit card fees total 4 percent of the City's revenue. These fees recently increased when the City began accepting building permit fees online. Staff has discussed adding a 4 percent convenience fee to all credit card payments except utilities. However, a convenience fee would not be implemented until after the new cashier system had been fully integrated. Other cities were having the same issues and were considering convenience fees.

Director Rodocker noted that the PowerPoint was available in print. She recommended spending the first 20 minutes of the first budget meeting reviewing the year-end estimates.

Committee members shared comments about the educational presentations and information provided to committee members during the budget process. Staff encouraged Committee members to email staff with a list of topics about which they would like an educational presentation.

Staff and Committee members briefly discussed the City's revenue growth trend, the Frog Pond project, and how well the City's budget was managed compared to other municipalities.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:05 PM.

Respectfully submitted,

DocuSigned by:
Kimberly Veliz
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Paula Pinyerd, ABC Transcription Services, Inc. for
Kimberly Veliz, City Recorder