

**MINUTES**  
**INFORMAL WORK SESSION**  
**April 2, 2007** 2:00 p.m.

**Service Team Budget Presentations**  
Oval Office, White House

PRESENT: Kathy George, Mary P. Stern, and Leslie Lewis.

Staff: John Krawczyk, Julia Staigers, Nancy Reed, Laura Tschabold, Caren Anderson, Marilyn Kennelly, Marilyn Westfall, and Tonya Saunders.

Guests: Michael Green, Budget Committee member.

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Kathy reconvened the meeting.

**NON-DEPARTMENTAL TEAM**

Commission on Children and Families (Fund 18) - Marilyn Kennelly reviewed the purposes of the commission. Caren Anderson reviewed personnel changes and expenditures in the proposed budget.

Transportation (10-33) - Tonya Saunders stated that the proposed budget is very similar to the current year's budget, although many of the figures for grant revenue are based on guesswork. Mary suggested adding a revenue line for contributions from cities for the commuter train project. John K agreed and suggested using footnotes to identify federal programs and expense details. He also noted that in the future, the transit district should develop its own budget.

Leslie stated that some of the transportation providers are dropping or changing services and assuming that the money which is freed up can be used at their discretion. She suggested that the YCTA Advisory Committee be allowed to provide input on the general fund allocations before any commitments are made. John K suggested that the providers be given an assurance of 75% to 90% of the funds they are currently receiving as minimum support and then the remaining funds can be treated more like an annual grant renewal.

Law Library (Fund 14) - Marilyn Westfall stated that although revenue from court fees is up 6% from last year, expenses are up 10% and contingency funds have been utilized to cover the deficit. She emphasized the importance of retaining the print library as long as possible and discussed an incident where citizens had to be turned away because the online library was down for a significant amount of time. She said that she would like to have better communication from the Maintenance and Information Services departments in such instances regarding the possible cause and expected down time. The Board agreed that such situations need to be resolved quickly.

Non-Departmental - John K and Laura reviewed the remaining non-departmental budgets. The Board discussed the possibility of using federal forest money, if it is restored, to cover the start-up costs of a Justice Court (10-78). After further discussion, the consensus was to direct the Sheriff to get more information and wait until June to find out about the federal forest money before adding the Justice Court to the budget.

John K noted that Laura's title in Economic Development (26-34) needs to be changed from

Senior Management Analyst to Deputy Director. Leslie stated that Dave Haugeberg has requested that the lobbyist funds be increased from \$18,000 to \$20,000 and he will also be asking the cities to increase their contributions. The Board agreed to increase the internal transfer to the Support Enforcement Division to \$29,000 and to add a new line item for the McMinnville Downtown Association in the amount of \$5000.

The meeting recessed at 3:31 p.m. and reconvened at 4:20 p.m.

John K discussed the upcoming projects for Capital Improvements (40-27), including ongoing remodeling work, the possible replacement of the Stern Building roof, and the replacement of the boiler valves in the Moore Building, which will require an engineering study. He recommended making a large one-time contribution to this budget if the O&C funds are restored.

The meeting recessed at 4:51 p.m.

Anne Britt  
Secretary