

UMATILLA MORROW RADIO & DATA DISTRICT
BUDGET COMMITTEE MEETING
Media Room, Umatilla County Justice Center
May 23, 2022 10:00am

Committee Members

Karen Primmer	Mark Pratt	Keith Kennedy	Sam Irons	Tony Pierotti
Rita Allman	Ray Denny	Scott Stanton	Mike Hughes	Justin Russell

Present: Rita Allman, Karen Primmer, Sam Irons, Scott Stanton, Mark Pratt, Ray Denny, Justin Russell, Tony Pierotti, Keith Kennedy (telephonically)

Absent: Mike Hughes

Guests: None

Staff: Brett Mueller, Rosanna Brown

I. Call to Order and Recognition of Guests: The meeting was called to order at 1:31pm.

II. Chairperson Election

A motion to elect Ray Denny as chairperson was made by Scott Stanton and seconded by Karen Primmer.

<i>Rita Allman: Aye</i>	<i>Karen Primmer: Aye</i>	<i>Sam Irons: Aye</i>
<i>Scott Stanton: Aye</i>	<i>Mark Pratt: Aye</i>	<i>Ray Denny: Aye</i>
<i>Justin Russell: Aye</i>	<i>Tony Pierotti: Aye</i>	<i>Keith Kennedy: Aye</i>

III. Budget Message

Brett reviewed the budget message, including facts about the unchanged size of the District, the purpose of the District, and property taxes received. He also reviewed the revenue the District expected to receive during the budget year, including taxes, user fees, and rents. User fees would be collected from ODOT, a few school districts, the US Navy, and Umatilla Electric Cooperative. Rents would be collected from US Cellular and T-Mobile.

Brett noted that the District needed to have an ending balance in June 2024, to carry over for expenses incurred during the 4 months before tax revenue started coming in, in November. These unappropriated, unallocated expenses included site leases, power, and personnel. Also due during that time was the loan payment, included in Debt Service.

The District expected to have \$2,116,596 cash on hand when the budget year began.

The Morrow County Assessor provided an estimated increase of 6.6% in tax revenue for the FY23-24. Umatilla County does not provide an estimate, so Brett used a conservative 2%.

The Budget Message was broken down by section and explained line by line.

The 5% increase in the Administrative Assistant salary was, per District policy, tied to the CPI published annually. Brett decided to take only half of that amount, so the District Administrator line was increased by

2.5%. The Communication Technician position had not been filled, so the salary remained at the top end of the scale.

Payroll taxes were calculated by the District's bookkeeper and the amount for PERS was based on information from PERS charts. Brett was unable to get an official estimate for Workers Comp, due to changing carriers from SDIS to SAIF. He planned to use contingency funds if the amount was higher than budgeted.

Brett noted that there were several lines that he combined into one and called it Employee Benefits, including health insurance premiums, life insurance, and Paid Leave Oregon.

Regarding the Materials and Services lines, Brett noted that many projects had been delayed for reasons related to the pandemic response and the difficulty of obtaining supplies, equipment, and personnel. He would continue to push for those projects to be completed.

The Voice System Maintenance line included costs at new sites.

The Internet Services line was a new addition, and combined services that had been spread over several other lines. These services included tech support, backup connections, and cellular push to talk in the future.

The main expense for the Microwave System Maintenance line was the support agreement with Nokia. Additional funds were added to that line to pay for tower climbing services. The new microwave radios were attached to the dishes, instead of inside the shelters, so any work done to them would require someone on the tower.

The Cell Phone line was increased to cover service for a mobile transportable site with LTE connections from Verizon and FirstNet.

The Site Modification line included costs for upgrades at Pikes Peak and Carney Butte.

The Site Equipment line would be used for Madison Butte, a project that had been in the works for some time.

The final cost for system acceptance, when it happened, would come from the Infrastructure line.

Most of the rest of the budget line amounts were based on historical costs.

Scott Stanton expressed concern over the \$900,000 in unappropriated funds. As a tax payer, he looked at that as a quarter of the budget not spent and wondered if the District should consider a Reserve Fund. Brett explained that the funds there would cover the first 4 months of the budget year, before property tax payments started coming in, and included very large expenses like a debt service payment of \$393,000 and projects that he expected to be completed and billed for during that time. It also included monthly expenses and personnel.

In response to Ray Denny's question, Justin Russell and Rita Allman both reported Dispatch's satisfaction with the District and the system.

V. Additional Questions or Comments: None

VI. Budget Approval

A motion to approve the Umatilla Morrow Radio & Data District's 2023-2024 budget was made by Scott Stanton and seconded by Justin Russell.

Rita Allman: Aye

Karen Primmer: Aye

Sam Irons: Aye

Scott Stanton: Aye

Mark Pratt: Aye

Ray Denny: Aye

Justin Russell: Aye

Tony Pierotti: Aye

Keith Kennedy: Aye

VII. Adjourn

A motion to adjourn the budget committee meeting at 2:01pm was made by Scott Stanton and seconded by Karen Primmer.

Rita Allman: Aye

Karen Primmer: Aye

Sam Irons: Aye

Scott Stanton: Aye

Mark Pratt: Aye

Ray Denny: Aye

Justin Russell: Aye

Tony Pierotti: Aye

Keith Kennedy: Aye