



CITY OF EAST WENATCHEE

NICK A. GERDE, FINANCE DIRECTOR

271 9TH STREET NE • EAST WENATCHEE, WA 98802

PHONE (509) 886-4507 • FAX (509) 886-6109

August 26, 2016

Budget Committee Meeting Minutes
Thursday, August 25, 2016, 5:30 PM
Location: Council Chambers

The meeting was called to order at 5:30 PM. Budget Committee members attending included Mayor Steve Lacy; Councilmembers Tim Detering, John Sterk, and Harry Raab (substituting for Chuck Johnson) and Finance Director, Nick Gerde. Greg Pezoldt, Public Works Director, and Dana Barnard, City Clerk also attended. The following business was conducted.

1. The agenda was reviewed and approved.
2. The City Department and Fund Listing for the 2017 Budget was provided and discussed. The Committee reviewed the listing noting the scope of staff responsibilities for budgeting costs.
3. The Budget Plan for 2017 reflecting cost and revenue categories and the associated department or staff responsibilities was provided and discussed. Examples of department/fund budget worksheets were provided and discussed as an expectation for the materials Budget Committee members would be provided by department heads at the September 22nd budget presentation meeting.
4. The following 2017 budget development progression schedule was provided and discussed.
 - A. **Budget Committee Plan** – August 25th
 - B. Finance to Department Directors/Others – August 30th
 - C. Department Directors to the Mayor – September 13th thru 16th

- D. Budget Committee receives and approves department and fund budgets – September 22nd (optional also September 28th)
- E. Initial 2017 Budget and 2016 Projected Results communicated to the Mayor – by September 30th
- F. Budget Committee Evaluates the 2016 Projection and 2017 Preliminary Budget – October 20th
- G. 2016 Forecast and 2017 Preliminary Budget Presented to Council and the Public – October 25 Council Meeting
- H. Budget Committee Evaluates and Considers any changes to the 2017 Preliminary Budget – November 17th
- I. Public Hearing and First Reading of 2017 Budget and Salary Ordinances - Council Meeting – November 22nd
- J. Budget Committee Evaluates and Considers any changes to the 2017 Budget – December 8th
- K. Second Reading of 2017 Budget and Salary Ordinances– Council Vote

The meeting was adjourned at 6:00 PM. Respectfully submitted.



Nick Gerde
Finance Director