

1. FINAL Minutes BET Budget Comm. Meeting

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TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION BUDGET COMMITTEE
MINUTES
Cone Meeting Room
Tuesday June 13, 2006

Present:

Committee:

Stephen Walko, Chairman; Edward Krumeich, Michael Mason, Larry Simon

Staff:

Peter Mynarski, Comptroller; Roland Gieger, Budget Director; Ed Gomeau, Town Administrator; Raymond Augustine, Nathaniel Witherell; Debbie Flynn, Health Department; John Strong, Charlee Tufts, GEMS; Chief Sanford Anderson, Fire Department; Tom Greco, Fred Walters Dave D'Andrea, Parks and Recreation; Dave Thomas, Lloyd Hubbs, DPW;

Board:

Nancy Barton, William Finger, Arthur Norton, Alma Rutgers, Robert Stone, Leslie Tarkington, Peter Tesei

Ex Officio Board Member: James Lash, First Selectman

The meeting was called to order at 6:31 P.M.

Requests for Budget Adjustments

NW-1 NATHANIEL WITHERELL-Transfer -\$215,000

Request for transfer:

\$ 90,000	to	A-45055	Fuels for Heating
\$ 88,000	to	A-45076-53350	Custodial Household Supply
\$ 37,000	to	A-45055-54050	Maint Building Supplies
\$ 24,000	from	A-45051-56280	Insurance Expense
\$191,000	from	A-450-51107	Salary and Consulting Expenses

Request to transfer \$37,000 to object code A-45055 to cover cost of Pavilion water line replacement, and removal and remediation of old oil tank. Transfer of \$88,000 to object code A-45076 to be used to upgrade resident related services and amenities. Transfer of \$90,000 to object code 52260 to cover the large increases in utility costs not budgeted. The funds will come from object code A-45055 for insurance costs of \$24,000 and object code 51107 Other Payroll Earnings \$191,000. The Other payroll earnings availability is the result of control of worked hours and favorable negotiated wage settlements and open positions.

Raymond Augustine presented the application to the Committee. The original request was for \$278,000. While installing a new water pipe, an underground oil tank was struck, which required remediation at an anticipated cost of up to \$63,000.

In response to a question from Mr. Walko, Mr. Augustine defined “resident related services and amenities” as programs designed to improve the quality of life for residents at TNW. This includes barbeques in the rose garden, and tables for this event. Grills, umbrellas, a food mixer and a food cutter are included as items for similar events.

The correct object code for Fuel for heating is 52260, not 52223.

Mr. Walko asked for a complete list of all items considered Custodial Household Supplies that \$88,000 is being requested for, and Mr. Augustine will have this for the Full BET on June 19, 2006.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

Joint Meeting with Budget Committee and Law Committee

SEL-1 FIRST SELECTMAN- Additional Appropriation- \$10,997

Request for additional appropriation:

\$ 10,997	to	P-935-57350	Settlement
\$ 10,997	from		Risk Fund Balance

Request made for the sum of \$10,996.35 to settle the property damage claim of CRAIG/is Ltd a/s/o Nancy Mara. This claim has been approved by the Board of Selectmen and the Claims Committee of the RTM.

Upon a motion made by Mr. Mason, seconded by Mr. Simon, the SEL-1 application was taken out of order on the agenda. The motion carried unanimously.

The Budget Committee took no action on this item.

This item will be carried over to the Regular BET Meeting on June 19, 2006.

Continue with Budget Committee Meeting

PS-1 PARKING SERVICES-Additional Appropriation- \$350,000

Request for additional appropriation:

\$350,000	to	G-219-59560-27096	Parking Structure Maint
\$350,000	from		Parking Fund Balance

The Town Hall Parking Garage was evaluated by the Carl Walker Parking Engineering Company to establish a maintenance budget for 2007-08. During the evaluation it was discovered that some of the work should be performed during the ensuing fiscal year (2006-07) rather than waiting for 2007-08. Some of the areas affected by the long term corrosion should be repaired over the next six months to prevent further deterioration.

Mr. Gomeau presented the application to the Committee. He began by stating that one of the findings in a recent report from an engineering firm hired for the project was structural parts of the garage being affected by corrosion. Over the past 5-8 years, periodic cleaning has occurred, but no close inspection of the structure. Further deterioration could result in shutting down the garage while repair work is done. Another recommendation is that maintenance money be put into the budget on a regular basis. The garage was built 20 years ago. Future maintenance would be an ongoing item, and included in the CIP process. This could amount to \$150,000-\$200,000 per year. The funds for repair and maintenance would come out of the parking fund.

In response to a question from Mr. Krumeich as to why maintenance costs would be so high, Mr. Gomeau stated that vehicles bringing salt and sand into the garage will contribute to the corrosive effects on the structure, and masonry work can be costly for a structure that is under constant stress. Projected 5-10 year expenditures for maintenance will be provided to the Budget Committee.

Mr. Simon asked for an explanation of the difference between Preventive Maintenance items and Immediate Repair Items, and if preventive maintenance would be performed every year. Mr. Gomeau stated that waterproofing and similar items would be done yearly, and the immediate repairs include the corrosion of the structure. These activities would not be performed at the same time.

Mr. Walko asked that the full BET receive a copy of the engineers report for review before the June 19 meeting. This is an emergency situation and a proper exception to the CIP process.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

BA-1 COMMISSION ON AGING- Additional Appropriation- \$4,500

Request for additional appropriation:

\$ 4,500	to	A-195-51010	Regular Salaries
\$ 4,500	from		Contingency

This request is for funds to cover the overdrawn Regular Salary Pay account. The budgeted amount did not reflect final salaries in the union contract or include retroactive pay adjustments.

Mr. Walko noted that the retroactive pay goes back two years. The LIUNA salary increase lapsed at the end of last year. The LIUNA contract two years ago was properly accounted for, and it was an oversight that the money lapsed. It should have been budgeted, then encumbered and then applied against the retroactive payments that were made last fall. This will come out of the contingency fund, and is under \$5,000, so RTM approval is not required.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

GM-1 GEMS-Release of Conditions- \$1,453,207

Request for release of conditions:

\$1,453,207 to A-440-51490 Professional-NOC
\$1,453,207 from

This request is for release of First Half payment for GEMS for FY 2006-07 as per town fee agreement.

Mr. Strong and Ms. Tufts presented the application to the Committee.

In response to a question from Mr. Walko about workers compensation expense exceeding budget due to experience significantly worse than forecast, Mr. Strong stated that GEMS suffered a loss of a premium discount. The experience modification rose from .81 to 1.18 which directly affected the premium. Rates for employee classifications increased as well. On the revenue side GEMS was in excess of budget.

There were fewer individual injuries.

There are 40 fulltime employees collecting benefits.

There is no change in the 401(k) plan, and only an inflationary change is expected. GEMS has had a defined contribution plan since 1991, and Ms. Tufts stated that this is the plan that will be proposed in next year's budget. Recruitment and retention issues are also being addressed.

Mr. Walko stated that it was his understanding that the GEMS Board would be looking into ways to change the 401(k) plan in an attempt to make it similar to the town's 401(k) plan. Ms. Tufts said that this will be better addressed in the budget cycle, and that a proposal addressing recruitment and retention is the focus. Mr. Walko urged GEMS to move toward a plan that is similar to that of the town.

In response to a question from Mr. Simon with regard to the rates that GEMS charges, Ms. Tufts stated that their rates are state assigned. Financial audits are submitted on an annual basis and the state then assigns the rates. Medicare and insurance companies are billed directly.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

HD-1 HEALTH DEPARTMENT-Approval to Use- \$20,457

Request for approval to use:

\$ 9,607 to F-4031-52020 Printing and Binding Reports
\$ 10,850 to F-4031-57050 Social Security
\$ 20,457 from Public Health Bioterrorism/Emergency
Preparedness Planning Grant

This request is being made to accept the second of six contract grant payments of State funds over a two year period (8/05-8/07) for local Public Health/Bioterrorism Emergency Preparedness (grant total \$163,652). The grant payment received (\$20,457) is to be used to add funds to the benefits account (Social Security) to cover the hired Public Health Emergency Preparedness Coordinator. The remaining funds will be used for public health education materials such as brochures and pamphlets on emergency preparedness.

Debbie Flynn presented the application to the Committee.

The Public Health Emergency Preparedness Coordinator is considered a town employee, but the salary and benefits for this position is paid by the grant.

Mr. Simon asked how the social security benefits were transferred to the general fund. Mr. Gieger stated that when the grant money is recorded, the money comes back to fund through a transfer. It is an overhead rate based upon a typical LIUNA employee. All of the planned uses for the funds are within the scope of the grant.

Mr. Simon pointed out that it would be helpful if there was a reconciliation done at the end of the grant. Ms. Flynn stated that reporting to the state was done on a quarterly basis.

Mr. Krumeich noted that there should be a better method of keeping track of these types of positions. No RTM approval is required for this.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

FD-1 FIRE DEPARTMENT-Transfer- \$152,000

Request for transfer:

\$ 42,000	to	A-204-51010	Regular Salary
\$110,000	to	A-205-51100	Overtime Services
\$ 50,000	from	A-201-51010	Regular Salary
\$ 62,000	from	A-202-51010	Regular Salary
\$ 15,000	from	A-204-53310	Protective Clothing
\$ 15,000	from	A-205-53300	Clothing
\$ 10,000	from	A-206-54250	Maint of Automobile

This request is made to cover anticipated salary shortages. Some transfers (Fire Marshal Division and Training Division) are to correct earnings chargeouts that belonged to Firefighting in the amount of \$102,000. The remaining transfer money (\$50,000) is to cover overtime in firefighting through fiscal year end.

In February 2006 a transfer was approved for \$224,500, and there was an additional appropriation of \$35,000.

Chief Anderson stated that since February, 4 Deputy Chief positions were created. This resulted in an automatic pay increase for privates and lieutenants. Mr. Gieger stated that \$45,000 had been put into the budget for each position. Because of the contract, more individuals are eligible to take the overtime for these positions.

Mr. Gomeau stated that the overtime account was substantially under budget in the prior year. Sick time has a significant impact on the amount of overtime, although the sick time has gone down.

For 2006-07, overtime was budgeted close to \$1 million.

Mr. Walko asked if the use of volunteers during emergency situations such as storms, power outages, etc., before calling on paid staff was being addressed. This had been an issue during weather emergencies in January and February 2006. Chief Anderson stated that Brian Kelly has been coordinating the volunteers for use at fire watches, etc., and this is at no cost to the town. Procedure has been and will continue to be putting on an additional paid crew for emergency situations, and then relying on volunteers. The difference now is that volunteers are cooperating more, and want the extra work. Since Chief Anderson has been chief, there is a better working relationship with the volunteer staff.

Mr. Lash pointed out that it is difficult to get staff to come in once the bad weather has started. Anticipated events incur more costs, as paid staff is held over, waiting for the snow to start, the trees to fall, etc. Volunteers are often local residents, and can get to their headquarters faster. Some improvement will occur with the addition of civilian dispatchers in 2008.

Mr. Simon stated that Chief Anderson inherited this budget, and that for next year he would need to justify the need for these items more clearly. Chief Anderson responded that since he is new, and that the person who would ordinarily handle the administrative matters is retiring, he would accept any guidance available. Mr. Gomeau said that there may be a way to combine the fire department administrative staff with the police department personnel who specialize in budgets and the financial portion of administration.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

PR-3 PARK AND RECREATION-Transfer- \$40,000

Request to transfer:

\$ 40,000	to	A-833-54300	Maint of Boats/Marina
\$ 40,000	from	A-833-51010	Regular Salaries

This request is made for funds to cover shipyard bills for the deck work repairs required by the USCG on the Indian Harbor and Islander II. Funds are available in the Regular Salaries account due to a Maintenance Mechanic vacancy.

Total cost of repairs:	\$46,650
Charged to A-833-54300	<u>\$ -6,650</u>
Remaining balance	\$40,000

Mr. Walters stated that approximately \$25,000 is budgeted for routine maintenance. Another \$50,000 is budgeted for anticipated maintenance. The requested \$40,000 is for items that were discovered during an inspection, and were not anticipated. These repairs have already been done. In the 10 year capital plan for 2007-08 there is \$1.5 million. The plan is to replace the two boats with an aluminum, faster boat that can go to both islands. The other issue is to build a boat that has a 149 passenger capacity, because anything over that incurs issues with inspections, the

building process, and homeland security. There will also be transit worker identification cards, required for anyone working on the boat. Every area that requires this card for entrance will need an \$11,000 device to read it. Each card is \$150. The goal is to obtain a boat that does not fall under the Maritime Vessel Security Act. Current capacities are 74 for the Islander II and 225 for the Indian Harbor.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

Improvement Projects to be Carried Over

PS-2 PARKING SERVICES-Continue in Force- \$690,000

\$690,000 G-219-59560-26101 Parking Structure Design

An architectural/engineering firm will be retained to produce plans for a parking garage in the central Greenwich Business District.

Mr. Walko received and forwarded several emails from the Selectman's Transportation Committee and the Selectman's Parking and Traffic Committee, as well as Chamber of Commerce members. Most of the correspondence is in favor of rolling the money over. Some communication was received during the budget process, mostly from residents of District 1, expressing concerns over the proposed parking garage. Mr. Walko noted that the BET should set a course as to how best to handle capital items that require design money in year one and construction money in year two or three, and what the expectation should be with respect to the design money. In the past the BET has had less discussion with regard to the appropriation of design money than with the appropriation of construction money. Mr. Walko commented that more time and focus should be on the design stage and requesting all of the approvals be obtained prior to levying a tax against residents for a project that has all of the approvals and support from citizens.

Mr. Walko spoke in favor of approving the \$690,000 for the parking structure. If the item is approved by the BET, before construction money is contemplated, that all citizens have the opportunity to determine whether the town wishes to go in the direction of a parking structure, and a parking structure in that location.

Mr. Lash pointed out that the Desmond Study showed that at the time it was conducted, a parking deficit in the downtown parking district existed, and would grow over the next 4-5 years. Money was appropriated to do the consulting work to be done. That project proceeded in phases, the first of which was to look at 5 town-owed sites in the downtown area that had previously been determined by inspection to be feasible parking locations. Two were at the upper end, one behind Town Hall, one at the south side of the Havemayer Building, and the long, narrow lot next to Grigg Street. It was determined that the greatest need for parking was the upper end of the business district, the second priority was the center area and the third was the lower end of the business district. Plans for additional parking in all of these area's are being discussed.

Conceptual designs and drawings were provided, and the recommendation was the Benedict Place lot.

At least some of this money will have to be spent on design of the building. A smaller garage with more height may be a concern.

Mr. Krumeich spoke in support of approving carrying over these funds. Mr. Krumeich recalled a decision was made to split the architecture and engineering (design) money from the appropriation for the entire project. The reason for this was that over-appropriation was experienced when the design and construction money were combined as one project. It was decided that after the design portion was done, to take a second look at the project and then make a decision to spend money on construction. In order to give the BET and the RTM the opportunity to review and consider a project, the design money would be considered in one year, and the construction money in a subsequent year.

Mr. Walko wanted to make it clear that in going forward, there should be an expectation that after design money is appropriated, MI approval occurs within the scope of the design money prior to appropriation of the construction money. Taxpayers should not have to pay tax on a project that has not received this approval.

Mr. Mason supports carrying the money forward, but as a resident is unsure that a parking structure is necessary.

Mr. Simon spoke in support of carrying the money forward. This will go back through the CPI process and the design will have to be re-validated.

In response to a question from Mr. Simon with regard to this project and the relationship between Parking Services and DPW, Mr. Lash stated that Parking Services would drive the process.

Mr. Krumeich asked why this project is different from other town building projects, in that these types of projects always moved through DPW. Mr. Lash responded that the project will be done by the agency that will complete the work on time and at a reasonable cost. At this time, DPW has a large number of projects that need completion.

There is widespread concern that some of this money will be used not solely for design, but for additional studies, some of which have already been conducted.

Mr. Walko asked Mr. Gieger to provide for the full BET a copy of the original worksheet for the appropriation, so that it is clear exactly what the money was appropriated for. It is unclear if the architectural and engineering money is to design a parking structure that may or not be location specific.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a non-routine application.

Improvement Projects to be Carried Over

Mr. Walko observed that there are some inadequacies in the requests to roll over monies. No timeline exists, for example, as to why when funds were available July 1 and approved in May 2005 that the Budget Committee is asked to roll over money with no explanation as to why these

purchases could not be accomplished within the available time prior to the request. He asked that this information be made available on the application.

PR-1 PARKS AND RECREATION-Continue in Force- \$22,000

\$22,000 Z-822-59140-26077 Brush Cutting Attachment

This is a contingency plan in case the actual purchase and invoicing does not take place in the current fiscal year. Bids were due on June 13, 2006.

PR-2 PARKS AND RECREATION-Continue in Force- \$18,000

\$18,000 Z-822-59140-26078 Park Lawn Mowers

This is a contingency plan in case actual purchase and invoicing does not take place in the current fiscal year. In process-State contract bid.

Both of these should be encumbered by June 30, 2006. The bids for the brush cutter opened today, and the invoicing should be done by the end of the fiscal year.

Any purchase over \$5,000 goes out to bid. A meeting is scheduled with Purchasing, who reviews the specifications and puts together a bid package. A contract is created, and depending on the project, the process could take up to 3-4 months.

Mr. Walko expects a higher level of scrutiny as a result of the increase in capital projects, and commented that if policies aren't set, the situation will never change, and there will continually be items requested to be rolled over. Certain delays are expected on a year to year basis, but if a strategy is not created, the situation will not improve.

The Committee voted unanimously to approve these requests as one and forward it to the Board of Estimate and Taxation as a routine application.

PR-4 PARKS AND RECREATION-Continue in Force- \$1,000,000

\$1,000,000 M-824-59560-26130 New Admin office and Pro Shop

Project plan includes major fundraising effort currently in process. Major fundraising event scheduled during the month of June with continuing fundraising efforts during July and August 2006.

Mr. D'Andrea presented this request to the Committee.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-1 DPW-Continue in Force- \$20,000

\$20,000

Z-312-59600-26020

Round Hill Rd and John Street Intersection

Design contract for BETA Group, Inc., is in the process of being drawn up. This contract will need to go through the approval process with Law and review by Law may not be complete prior to June 30, 2006.

Mr. Hubbs and Mr. Thomas presented the DPW requests to the Committee. Mr. Hubbs pointed to problems in staffing as a contributing factor to delays in project completion, as well as a monitoring system that needs to be improved upon. Pressure from the community to add new projects when ongoing or planned projects are not yet completed interrupts operations, contributing to delays. Pushing off projects because they cannot be realistically completed should be acceptable.

The contract is expected to be completed within 6 months, and the term is approximately 6 months.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-2 DPW-Continue in Force- \$20,000

\$20,000

Z-312-59600-26024

Frontage and Byram Road Study

Design contract for BETA Group, Inc., is in the process of being drawn up. This contract will need to go through the approval process with Law and review by Law may not be complete prior to June 30, 2006.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-3 DPW-Continue in Force- \$300,000

\$300,000

Z-312-59620-26032

Shore Road Bridge

The application for funding was submitted to the State of Connecticut Department of Transportation on October 3, 2005. The town will be notified on July 1, 2006 if the funding will be awarded for the FY 2006-07. The consultant selection is currently in process. The contract cannot be awarded until the Town receives the funding commitment from the DOT.

In response to a question from Mr. Walko with regard to beginning a project before the State of Connecticut responds to the town's application, Mr. Thomas said that an agreement could be entered into, but a consultant cannot be hired.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-4 DPW-Continue in Force- \$225,000

\$225,000 Z-312-59620-26033 Riversville Road Bridge

The consultant selection process has been completed. The contract for the design services is pending due to new requirements/guidelines from the State of Connecticut Department of Transportation. Estimated completion date for the preliminary design is June 1, 2007. The funding program for this project is different than the Shore Road bridge project in that the State of Connecticut will now consider funding 80% of the engineering design. Prior to that it was 100% town design money, which was requested, and the State would fund 100% of construction. Now the State will only fund 80% of construction costs. This program change occurred after the consultant was hired and the process began, so progress is day to day.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-5 DPW-Continue in Force- \$360,000

\$360,000 Z-312-59660-26035 Rye Lake Road Roundabout and Drainage

The consultants are currently completing the bid documents for this project. Estimated bid date for this project is June 15, 2006. Estimated start of construction is September 15, 2006.

Mr. Walko asked if the dates projected for this item were accurate, and Mr. Thomas responded that most of the project will be completed by year end.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-6 DPW-Continue in Force- \$40,000

\$40,000 Z-312-59660-26036 Old Greenwich Business District Drainage Study

The inventory and mapping of storm drainage systems is 90% completed. A consultant will assist with the hydrologic/hydraulic analysis. Consultant contract is pending. Estimated date for the final report/recommendations is October 15, 2006. Any identified improvements to be

proposed for funding will be included in the FY 2007-08 budget cycle. The plans will be available for budget deliberations in February 2007.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-7 DPW-Continue in Force- \$35,000

\$35,000 Z-312-59950-26038 Greenwich Avenue Streetscape Plan

The contract for this project was drafted in October 2005. The consultant requested numerous changes and the Town's Law Department approved the requested changes on April 10, 2006. At this time we are now awaiting correct insurance documentation prior to sending the contract for final approval by the Law and Finance Departments. Capital projects will arise out of this plan, and this will combine with Central Business District Master Plan.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

PW-8 DPW-Continue in Force- \$80,000

\$80,000 Z-345-59560-26050 Central Business District Master Plan

The contract for this project was drafted in October 2005. The consultant requested numerous changes and the Town's Law Department approved the requested changes on April 10, 2006. At this time we are now awaiting correct insurance documentation prior to sending the contract for final approval by the Law and Finance Departments.

The Committee voted unanimously to approve the request and forward it to the Board of Estimate and Taxation as a routine application.

APPROVAL OF MONTHLY PRESENTATION TOPICS FOR FY 2006-07

Mr. Walko had received feedback from BET members and added Subject to Release items, as well as annual items such as the Retirement Plan, Actuarial Report and the OPEB Actuarial Report. Mr. Walko asked that the Budget Committee review the list and vote on it in July.

The Capital Status Report has not been placed on the List of Monthly Topics. It was suggested that this be reviewed each month as a monthly topic, or only during the budget process, where money left in accounts can be monitored. Looking at it during the budget process and again at this time of year was determined to be acceptable.

Mr. Mason said that the Controller has to define the encumbrance policy, as the problem is that the appointing authorities are allowed to encumber equal to the appropriation, not equal to their obligation that they've signed to. It should be contained within the budget guidelines that an amount encumbered cannot exceed the original financial obligation.

Mr. Simon asked that a monthly discussion of resolutions be added to the list. M. Tesei pointed out that the Law Committee is charged with this responsibility. Ms. Barton said that the Law Committee is getting started on that and it will be an agenda item for their meeting.

It will be a discussion topic in November.

The 2007-08 Budget will also be a monthly topic.

DISCUSSION OF 2006-07 BUDGET MEETING CALENDAR

Mr. Simon had drafted a proposed schedule for budget meetings. The period of time between receipt of the budget and Decision Day has been elongated. There was preliminary discussion as to timing of meetings, and the Committee will review the schedule and be prepared to vote on a final version in July.

Ms. Barton asked that during the budget process, non-Budget Committee members of the BET receive the same budget materials as the Budget Committee.

APPROVAL OF MINUTES

Upon a motion by Mr. Mason, seconded by Mr. Krumeich, the Committee voted unanimously to approve the Minutes of the May 9, 2006 Regular Budget Committee Meeting.

Upon a motion by Mr. Mason, seconded by Mr. Krumeich, the Committee voted unanimously to approve the Minutes of the May 15, 2006 Special Meeting of the Budget Committee.

There being no further business before the committee, upon a motion by Mr. Walko, seconded by Mr. Simon, the Committee voted 4-0-0 to adjourn the meeting at 9:40 P.M.

Respectfully submitted,

Valerie Zebrowski, Recording Secretary

Stephen G. Walko, Chairman

