

**OREGON INTERNATIONAL PORT OF COOS BAY**  
**Coos Bay, Oregon**  
**BUDGET COMMITTEE MEETING**  
**12:00 p.m., Wednesday, May 25, 2022**

Port Commission Chambers, 125 Central Avenue, Suite 230, Coos Bay, Oregon 97420

**ATTENDANCE**

**Commission:**

David Kronsteiner, President; Eric Farm, Vice President; Brianna Hanson, Treasurer; and Kyle Stevens, Commissioner. Bob Garcia, Secretary, was absent.

**Budget Committee:**

Maeora Mosieur; Lou Leberti; Nick Edwards; Steve Scheer; and George Wales.

**Staff:**

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Megan Richardson, Director of Finance and Accounting; Margaret Barber, Director of External Affairs and Business Development; Mike Dunning, Chief Port Operations Officer; Rich Lopez, General Manager, Coos Bay Rail Line; Mary Green, Fiscal Support Technician; and Krystal Karcher, Administrative Assistant.

**Media & Guests:**

Kyle Viksnehill; Ed Fleming; and Heather Mann.

**1. CALL MEETING TO ORDER**

Vice President Farm called the meeting to order at 12:05 p.m.

**2. INTRODUCTIONS**

**3. SELECTION OF BUDGET COMMITTEE CHAIR**

Upon a motion by Eric Farm (second by Maeora Mosieur), the Budget Committee voted to appoint Eric Farm as Budget Committee Chair. **Motion Passed.**

**4. RECEIVE FY 2022/23 BUDGET MESSAGE BY JOHN BURNS, CHIEF EXECUTIVE OFFICER**

John Burns stated when looking ahead to the next budget cycle, it is important to also look back. Fiscal year 2021/22 was a year of growth and also retrenching. The impacts of the pandemic were still being felt, as well as the impact of the supply chain issues both locally and globally. Two major events took place for the Port. The first being the purchase of the former Georgia-Pacific mill site, now Terminal One. The other is the agreement entered into for the development of the container terminal on the North Spit.

There are also continuing changes in the fishing community. Although data from the State of Oregon shows the value for fish landings increased from 2020 to 2021 by about 40%, the number of commercial vessels in Oregon decreased by about 11.5% in that time frame of 2020 to 2021. From the Port's budget standpoint, the loss of vessels can have an adverse impact.

On the Railroad, there was an increase of about 42% in carloads for the current fiscal year when compared to the prior year. The number of cars from the Union Pacific were down while interline moves were drastically up. The CBRL moved about 2,500 more interline cars than in previous years. This dynamic is important because there is more revenue to be made from the UP originated cars than the interline.

The Port's mission is to enhance the economy of Southwest Oregon and the State. While the past year has seen continued investments in the Charleston, Maritime and Rail business lines, there are steps the Port is taking for the future, including the purchase of the Hub Building, purchase of the former GP mill site, and infrastructure improvements. FY 2021/22 was a year of infrastructure growth which took place with the same personnel count as previous years. There were no additional staff members brought on to carry out that workload.

As the Port moves into the new year, it brings with it the challenge of rapidly rising prices and the threat of recession. Although the CPI increase in the past year is greater than 8%, the Port is working to shield customers and leaseholders from the total brunt of the increase. A cost of living adjustment for staff in the amount of 8.1% is being recommended for July 1, 2022. The CPI adjustment has been a cornerstone of the Port's compensation package for over a decade now. The current state of worker drain is being felt across all industries, and in order to attract and retain the best possible workforce it is important to address these issues.

The recommended rate increase for most Charleston services this year is 6%, while the cost of doing business increased more than this in most areas. The Port strives to support Charleston by keeping the rate increases at a manageable level in this budget cycle. Staff will continue to provide quality service and infrastructure investments with these proposed rates, due to the anticipated increase in revenue from Rail Operations. There have been discussions in the past and concerns had been raised about the value of the railroad. It is now the revenue projections from the railroad, moving from about 9,000 carloads to over 16,000 per year, that will contribute to other areas of Port operations.

Port staff will continue to review operations and evaluate properties to ensure the highest and best use of all assets. Staff are working to deliver a survey to stakeholders in the Charleston Marina Complex to aid in the understanding of current needs. Once staff has a good understanding, then recommendations can be made as to where efforts and funding should be focused. In the meantime, capital improvements will continue throughout the Complex. Port staff are also working with seafood processors to find a solution to meet the stricter requirements of the 900J permitting process.

Staff will continue to move forward on a number of significant projects, including the application just filed on Monday of this week to the Federal Government for a MEGA grant in the amount of \$1.2 billion. This grant will support the construction of the container terminal facility and includes channel deepening and railroad improvements to handle the 500,000 carloads per year on the railroad infrastructure.

## **5. REVIEW THE PROPOSED BUDGET DOCUMENT**

### **A. Overview of the Budget Funds: General, Special Projects, Reserve, and Dredge – Megan Richardson, Director of Finance & Accounting**

The General Fund covers all operational activities of the Port with an anticipated total income of \$10.8 million. 72% of revenue comes from operations across five departments including leases, property agreements, Marina services, rail operations, and administration fees. 19% of revenue comes from property taxes while 9% comes from other sources, such as interest earned, small grants, and rail line tax credits. General Fund has a gross expense of \$10.8 million. The Port requires a balanced budget, appropriated across personnel services, materials and services, contingency, and a transfer to the Reserve Fund. There is no unappropriated ending fund balance this year.

The Special Projects Fund contains large grants and loan funded projects, outside of normal Port operations. This year there are four major projects budgeted for a total of \$37 million. The Bridge Rehabilitation Project at \$20.6 million is funded by the Federal BUILD grant and State ConnectOregon grant. The tie and resurfacing project at \$10 million is funded through a Federal PIDP grant. The Channel Modification is a \$15 million project, but only \$4.5 million is budgeted for this year. Dock rehabilitation is budgeted for Terminal One using loan funds.

The Reserve Fund has a projected beginning balance of \$2.1 million. There is a budgeted transfer of \$1 million from the General Fund for future capital needs. Additionally, \$120,000 will be transferred from the Reserve Fund to the Special Projects Fund for the Port match on the PIDP project.

The Dredge Fund includes all activity related to the State-owned dredge and associated equipment and is separate from Port Operations. There has been no customer identified and all expenditures are related to repairs and maintenance. Any funds not spent are categorized as unappropriated ending fund balance and are reserved for future use of the dredge.

### **B. Administration – Lanelle Comstock, Chief Administrative Officer**

The Administration Department continues to oversee the administrative functions for the Port and provide managerial services for the Hub Building. Strategic goal emphasis for the upcoming year is to prepare for extreme growth in the near future by streamlining processes, clarifying and enhancing policies, and training employees.

Major goals include improving the functionality of the online customer portal to encourage better utilization, continuing to implement and improve the onboarding process for new employees, Commissioners, and committee members with the fundamentals necessary to succeed with the Port and Rail, collaborate with the community to provide education and training of local residents for Port and Rail careers, enhancing the preservation, maintenance and security of the Hub Building while minimizing vacancies, and implementing an online RV Park reservation system.

Administrative department resources remain consistent with prior years and include property taxes, interest earnings, the Urban Renewal administration fee, building lease revenue and the Southport note principal repayment. Expenses include personnel services for 9.5 FTE, including current staff in the Administrative office and the Charleston Marina office, and the addition of a Human Resources Generalist and a Seasonal Marina Office Assistant (June through October). The Port anticipates a

continued growth in staff over the next few years and having a dedicated HR person is necessary for recruitment and development of quality employees, creating a solid company culture, as well as staying apprised of ever-changing labor laws to protect the organization from potential vulnerabilities. This year the Port will see an increase in the costs of benefits, 8.2% for health insurance and 14% for workers compensation insurance. There is an 8.1% cost of living increase budgeted for all employees. This is based on the Western US Urban Average Consumer Price Index for the month of February, published in March by the US Department of Labor. In an effort to retain employees and to attract new employees in this difficult labor market, it is essential to increase employee salaries to keep up with the economy and continue to provide an advantageous benefits package.

Materials and Services expenses include the overhead costs associated with the Port's administrative office, Hub Building management, and costs necessary to support the administrative functions. Major differences in the proposed budget include increased staff travel necessitated by project support, as well as IT supplies for new employees, consulting services for the implementation of the online RV Park reservation system, repairs and maintenance of the Hub Building including a partial roof replacement and replacement of failing HVAC, and capital outlay for installation of security cameras and a fire detection system in the Hub Building.

Steve Scheer stated the budget for consulting services for the online RV Park reservation system is \$15,000 and asked whether Port staff has considered partnering with the Coos County Parks Department, who have an online reservations system. There may be a cost savings if the Port is able to work with their system. Lanelle Comstock stated the issue is integrating the reservation system with the Port's existing accounting software program but is something staff will look into.

### **C. Charleston, Dredge Operations – Mike Dunning, Chief Port Operations Officer**

Strategic goals for Charleston this year are to improve infrastructure, staff training and education, and development of a comprehensive maintenance plan for both short and long-term needs. This plan will help staff to understand the needs across the Marina Complex including buildings, docks, and all facilities, with a budget number associated.

Total operating revenue for Charleston Operations is \$2,673,153 with total expenses of \$2,722,665. The additional funds needed are covered by the General Fund and the other operations of the Port. Personnel Services are budgeted at \$837,063 and include 9.0 FTE with eight Maintenance staff and one Marina Manager (currently a vacant position). Materials and Services are budgeted at \$1.4 million, and utilities make up nearly \$500,000 of that amount.

Infrastructure repairs and improvements budgeted include \$110,000 for Marina dredging. Piling replacement throughout the facility is budgeted at \$50,000. Marina office rehabilitation of \$30,000 includes painting the building, installing new gutters, and new windows. General dock maintenance is budgeted at \$60,000. Additionally, there is \$150,000 budgeted for a feasibility study for the Coast Guard Continuing Authorities Program Section 107 project. This would be for the US Army Corps to assume dredging responsibility at the entrance of the channel by Point Adams to the boat ramp which has been a problem area in the past. If approved, the Federal Government would dredge this area each year and the Port would pay 10% of the cost. This would be a significant cost savings in the future. There is \$75,000 budgeted for the 900J Wastewater Feasibility Study and \$50,000 of that is a Business Oregon Grant.

Recommended rate changes at the Marina Complex this year include a 6% rate increase on most services. The CPI for this region is 8.1% but staff is only recommending a rate increase of 6%. This will include all services except ice, the Shipyard work docks, semi-annual moorage, and long-term work area. The Environmental Fee will increase from 11% to 15%, due to increasing costs of permitting and stricter mitigation requirements. Staff are proposing a change to the Shipyard long-term work area, where rates will increase by 6% on July 1, 2022 then beginning on January 1, 2023 rates will increase 25% and each six months after that for two years will increase another 25%. There is currently a waiting list of ten customers who need to utilize the long-term work area and boats that have been in this storage for 30 years or more. After the four increases of 25% the rate would be locked with the exception of any future annual CPI increase.

Maeora Mosieur asked about operational supplies being projected at substantially lower than the current year to date activity, and whether there is sufficient money in the budget to cover the expense. Megan Richardson stated this will be accounted for with a balancing of other line items and there is sufficient funding. Mike Dunning stated the operational supplies included \$120,000 for the Stormwater system media replacement, which takes place every five years.

Ms. Richardson stated there was a typo in the budget document for Charleston Operations revenue. On page 12, line 21 there is a period instead of a description and it should read Other Revenue. This line includes revenues from the public buying dock, Shipyard items, shower tokens, merchandise, and other small revenue services.

Mr. Dunning stated in addition to the recommended rate increases discussed, shower tokens will also be increasing from \$0.50 for 3 minutes to \$1.00 for 3 minutes. This is due to continued increases in the price of water and electricity, as well as vandalism of the machines and shower facilities.

Nick Edwards stated it looks like the Port is on track to reach the 3,300 ton goal for ice sales and asked how many customers would be utilizing the discounted rate that was reached as a compromise with last year's budget. He stated that he has bought 100 tons from the Port and has been a 25-year customer. Mr. Edwards shared appreciation that the rates are not increasing for the work docks but then asked what happens to the long-term customers who don't reach the volume rate. Mr. Edwards stated he is glad to see the budget for hiring a new harbor master, and the number of derelict vessels in the Shipyard need to be addressed. The stakeholder outreach is another important item for Charleston; many customers are worried there won't be a Shipyard even though that is not the Port's intent.

President Kronsteiner asked for a point of order to return to discussion of the budget. Mr. Edwards stated this is important to the people of Charleston and he is speaking on their behalf.

Mr. Edwards stated when the Port initiates stakeholder engagement, it is vitally important to retain the Shipyard and to retain long-term customers. Commissioner Farm asked Mr. Edwards how many tons of ice he has purchased so far this year, and how much more is anticipated by the end of June. Mr. Edwards stated he is currently at 100.6 tons but in the past has purchased as much as 218 tons. Fishermen are limited to what the plants can process. Ms. Mosieur asked for clarification that there is no planned increase to the price of ice. Mr. Dunning confirmed. Ms. Richardson stated the volume discount for ice sales is if a customer purchases enough ice to reach the first threshold at 150 tons, there would be a \$6 discount applied per ton (150-199 tons price is \$85 per ton); and if the second threshold is reached at 200 tons the discount is then \$11 per ton for a price of \$80.

Mr. Scheer stated to retain long-term customers, there may be a way to further calibrate the volume discount based upon longevity of doing business with the Port. Mr. Edwards stated he would like the analysis of how many people will be using the volume discount. Commissioner Farm stated the discounted rate was set based on estimated usage and asked if those numbers can be provided, including expenses and projected sales. Ms. Richardson stated those reports will be printed out and brought to the committee before the end of the meeting.

Commissioner Farm reminded the guests present there will be a public comment period before the end of the meeting.

#### **D. External Affairs, Business Development – Margaret Barber, Director of External Affairs and Business Development**

The mission of the External Affairs and Business Development department includes maximizing revenue for the Port's business lines, effective and clear communications, and coordination with Federal, State, and local elected officials and stakeholder management. The emphasis for this year will be on enhancing existing customer relationships and new business development opportunities with a focus on the new Terminal One facility.

Department staff represents the Port's interest in the marketplace and conduct industry analyses to better understand the competitive advantage of the Port. This includes looking at pricing strategies and commodity segments. Stakeholder engagement includes developing strategies for effective communication and can include attending community events or making presentations to industry groups. Governmental affairs include interfacing with the legislative officials.

The department's primary focus this year will be to continue legislative and advocacy coordination. The Port works closely with Federal and State lobbyists and will look to initiate more legislative tours during the upcoming session. Staff have been working on lease structure and pricing, especially related to the Terminal One development.

There will be an increase in department staff expenses this year, as an additional staff member will be added as well as an increase for staff travel. Memberships and subscriptions for the organization are all contained in the External Affairs department budget. Advertising expenses are consistent with last year. Legislative support expenses are up slightly, due to more engagement with the lobbyists associated with the development of the container facility.

Lou Leberti asked about future plans to sell or develop the Port's Eastside property, stating with future project developments that housing will be needed. Mr. Burns stated there are about 100 acres currently zoned residential and with any increase in employment, that could exacerbate the situation with housing. The Port is looking to potentially work with someone to develop that property in the future to accommodate job growth.

#### **E. Port Operations – Mike Dunning, Chief Port Operations Officer**

The Port Operations department focuses on preparing for the future while maintaining present day operations. There are vacant positions within the department, including a new position for a Terminal Manager, a Maintenance Operator for the Upper Bay and Terminal One properties, a Contracting and

Procurement Specialist to alleviate some of the administrative work for the project management team, and one Security officer position which is currently being filled with a temporary employee.

The strategic emphasis is consistent with last year, while also focusing on new developments. This includes restarting the Channel Modification Project, shipping opportunities, terminal development, pilot initiatives, safety and training programs, emergency response planning, environmental affairs, and other operational functions of the Port. Budget overview for the department shows revenues are estimated at \$332,476 and expenses are \$1,427,850.

Within the Special Projects Fund, there is \$4.5 million budgeted for the Channel Modification Project. Staff will continue to work to develop and oversee safety and security programs for the Port; manage accident investigations and evaluate security needs; provide project support for the new Pacific Intermodal Container Port project on the North Spit; participate on local and state committees and boards including the Partnership for Coastal Watersheds and the Coos Watershed Association; provide permitting support for all Port projects by advising staff on current regulations and procedures; manage the Unified Dredging Permit for the various terminals in the Bay; and act as a grants liaison to ensure the adherence to grant conditions and requirements. The proposed Contracting and Procurement Specialist will help to develop contracts for large projects and support grant management functions.

Capital Projects for this next year include the PIDP Project for ties and resurfacing, estimated at \$10 million and anticipated to begin just after the start of the fiscal year. The project should be complete in less than one year. The Rail Bridge Rehabilitation project is the ongoing BUILD project work. The Coal Bank Slough Bridge Replacement Project was just completed at close to \$5 million.

Commissioner Hanson asked if grant writing is completed by Port Staff. Mr. Dunning confirmed. Mr. Burns stated the only grant not written in-house was the recent MEGA grant.

## **F. Railroad Operations – Rich Lopez, General Manager Coos Bay Rail Line**

The Railroad Department provides oversight of the Coos Bay Rail Line, Inc. operations. Strategic goals include to always provide safe reliable service while overseeing Port infrastructure and assets. The railroad directly supports 1,000 employees on the rail line and contributes to \$500 million in annual economic activity by the customers on the line.

Department budget is based on 16,422 carloads, nearly double that of last year. This comes from the collaboration, hard work and dedication of staff. Since the Port took operations in-house in 2018, safety, reliability and infrastructure has steadily improved and customers are seeing that. Total revenues are \$5,023,185 and of that \$1 million will go into the Reserve fund for future asset and infrastructure needs. Expenses are budgeted at \$1.8 million.

Capital improvement projects for this fiscal year include the ties and resurfacing project, which will replace approximately 60,000 to 70,000 ties. The estimated number is due to the fluctuation of lumber prices for ties and other track materials. The Rail Bridge Rehabilitation Project will continue this fiscal year. The Coal Bank Slough bridge was recently completed. The Wildcat Creek bridges start Monday at a cost of \$1.8 million. The swing span steel trusses repair project will kick off soon at a cost of \$14.4 million and the Vaughn Viaduct Rehabilitation is estimated to begin later this year. This

work will help to increase the velocity of the rail line, increasing from 10 mph currently up to 20 mph, with future plans to average 35-40 mph.

Mr. Edwards asked about the \$14.4 million being invested into swing bridge repair. Rich Lopez stated this amount is for the three swing spans, in North Bend, Reedsport, and Cushman. Mr. Edwards asked about future plans for the bridge in North Bend. Mr. Lopez stated the steel structures of these bridges will continue to be evaluated for repair and replacement to ensure reliable service. There are also contract services in place to monitor the center span for any movement.

Commissioner Farm stated the Port budget for the railroad includes capital and asset related expenses. Operations of the railroad are in a separate budget and that meeting will take place immediately following this meeting. Ms. Mosieur asked about the numbers on the capital projects slide and how those numbers connect back to the budget document. Mr. Lopez stated those expenditures are in the Special Projects Fund.

### **G. Charleston Operations – Continued Discussion**

Ms. Richardson shared financial reports from March showing year-to-date ice sales of 1,667 tons out of a budgeted 3,296 tons. As of today, there has been 1,855 tons sold. In order to meet the budget projection, another 1,441 tons need to be sold. Ms. Richardson stated the budget actual amount shows year-to-date having sold \$155,000 of the budgeted \$300,000.

Commissioner Farm stated the price of ice and volume sales projections should be looked at closer next year. Mr. Edwards stated his revenue this year will be stagnant due to many outside issues such as the price of fuel and a delayed start to the season. Mr. Dunning stated the Port took these factors into consideration when deciding not to raise the price of ice. Mr. Burns stated the cost to produce the ice is only going up, and the Port has done its' best to protect the fleet from those cost impacts as much as possible. Mr. Edwards asked how many customers have made the mark to receive the discount. Ms. Richardson stated some customers have made the first tier and there will likely be a few of those who will make the second tier.

## **6. CONCLUDING COMMENTS BY JOHN BURNS, CHIEF EXECUTIVE OFFICER**

Mr. Burns stated Port staff spend a great deal of time and contemplation in preparing the budget and began working on it at the beginning of the year. Deliberations surround what is needed and what will best benefit the community and Port stakeholders. Budget committee members have a good understanding of this process. Although the process is built to be as transparent as possible, it is regrettable not all members of the public have the same understanding. It is important for people to understand this process is completed with great care and contemplation.

Much of what the Port has planned will be supported by the increased revenue realized from the Railroad. After continued investment, the Port will now begin seeing the return. Mr. Burns stated there is good intention to the saying that a rising tide lifts all boats, and the Port will work to ensure to the greatest extent possible that everyone has a boat to be in when that tide goes up. The budget presented today is a representation of what the Port is working to accomplish.



## **7. PUBLIC COMMENT**

**Ed Fleming** stated he would like to discuss the proposed changes to the long-term work area from the customer's perspective. With a compounding rate increase for a 40' boat from July 1, 2022 to July 1, 2024 the monthly rate would go from \$226 up to \$560. This is a 244% increase figured without any CPI or environmental fee increases. Annual expense for the 40' boat would go from \$2,712 to \$6,612. Mr. Fleming stated he would expect more abandoned boats to be acquired by the Port with the added cost of demolishing these boats, as a result of the proposed extreme fee increase. Mr. Fleming suggested if the rate is approved, there be one increase at 6 months this fiscal year, and then take another look at future increases with the budget process in future fiscal years. Mr. Fleming also suggested the Port notify customers of this plan by mail. If not, it will catch many customers by surprise. Mr. Fleming further asked if the Port is able to propose a budget increase for future fiscal years, and stated it is confusing for people to know how they will be affected. Mr. Fleming expressed hope the Port would take another look at restructuring changes to the fee increase.

George Wales asked about the requirement for wreck removal insurance and whether that has been utilized in the past. Mr. Dunning stated the requirement was just approved by the Commission and went into effect on May 19, 2022.

**Heather Mann** thanked Mr. Burns for his comment about losing fishing boats being a negative for the Port. Ms. Mann stated the Port of Newport just approved a resolution to put forward seven steps to be considered by the Bureau of Energy Management for development of wind energy, specifically related to the siting and placement of the wind farms. This is an important issue to the fishing industry. Ms. Mann stated that Mr. Edwards had brought copies of the resolution to this meeting. Commissioner Farm stated the copies have been received; if there is more discussion on this item it will need to be moved to a Commission meeting.

## **8. COMMITTEE COMMENT**

Mr. Edwards stated he was recently speaking to Representative David Brock Smith and driving on Troller Road, adding that the road is getting worse every day and asked whether the Port can work with Representative Smith to take action. Mr. Burns stated the Port will work with anyone to get the road fixed, but it may actually be in Representative Boomer Wright's district. The Port has had discussions with the County regarding the maintenance of the road, which they have vacated.

Mr. Leberti stated the salary increase for all employees at 8.1% seems excessive and suggested that anyone making over \$70,000 (twice the minimum low-income range in Coos County) not take the increase and that money then be put towards the Charleston Marina Complex. Mr. Scheer agreed and added that 8.1% is misleading, if expenses for benefits are included then it is closer to 9.5-10%.

Ms. Mosieur first thanked Port staff for putting together a very comprehensive budget package and presentation. Ms. Mosieur then stated the idea of cutting off wage increases at a certain level brings with it the risk of losing very key people at the higher level. Commissioner Stevens added that hiring can be difficult right now and the Port has a great team. In Coos County, a family of two adults and two children (one preschool and one school age) need to make \$61,797 to not be on any self-sufficiency programs. That is about 229% of what can be made on minimum wage or about 100

hours per week. President Kronsteiner stated it is very difficult to fill positions and there are current vacancies, adding the wage increase is a small portion of the overall budget.

Mr. Scheer asked whether the Port has plans to reduce its' dependency on property taxes. Mr. Burns stated the goal in the future is to be self-sufficient and not rely on the tax base. This will be accomplished through development projects including Terminal One. Commissioner Farm stated the tax revenue is currently 19% of the total budget funds. Mr. Scheer stated the Port's purchasing of property has implications to the tax base for the County.

**9. PRESENT THE MOTIONS TO RECOMMEND THE BUDGET TO THE PORT COMMISSION FOR ADOPTION, OR SCHEDULE A FOLLOW UP MEETING**

Upon a motion by Nick Edwards (Second by Brianna Hanson) the Budget Committee voted to approve imposing the Port's maximum permanent tax rate of \$0.6119 per \$1,000 taxable assessed value for fiscal year 2022/23, and to approve the proposed budget for fiscal year 2022/23 and recommend to the Board of Commissioners for adoption. Commissioners Hanson, Stevens, Kronsteiner, and Farm voted in favor of the motion. Budget Committee members Mosieur and Edwards voted in favor of the motion. Budget Committee members Leberti and Scheer opposed the motion. Budget Committee member Wales was not present for the vote. **Motion Passed.**

**10. ADJOURN MEETING**

Budget Chair Farm adjourned the meeting at 1:50 p.m.