

**GROVE MUNICIPAL SERVICES AUTHORITY
SPECIAL MEETING
THURSDAY MAY 16, 2024
2:00 PM
MINUTES**

The Grove Municipal Services Authority met in special session on Thursday, May 16, 2024 at 2:00 PM with Vice-Chairman, Ivan Devitt presiding. Members present were Berwin Kock and Justin Wadley. Members Andy Stewart and Ed Trumbull were absent. Also, present were General Manager, Debbie Bottoroff; Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Laura Davila.

ADDITIONAL STAFF PRESENT:

Public Works Superintendent – Jeremy Brown
Utility Office Manager – Jenn Harmon
Water / Wastewater Superintendent – Aston York
Human Resources Director – Kristi Ford

Devitt opened the floor for discussion with respect to the proposed 2024-2025 budget for the Grove Municipal Services Authority. Bottoroff reported that her goal with this year’s budget was to increase wages for all non-union employees, as well as increase the amount of Life Insurance provided for employees at no cost, from \$20,000 to \$100,00. This benefit is a minimal cost to GMSA and will provide ‘peace of mind’ for our employees. This will also be a cost savings to employees who currently pay for additional life insurance out of their own pocket. Bottoroff added that the proposed budget reflects a 5% COLA pay increase to employees with a merit increase on their anniversary date effective 07-01-24, and that there are no new positions included in this budget.

Bottoroff reported that Revenues are budgeted conservative and did not increase from last year’s budget. One exception was the cash balance forward line item was increased. Bottoroff also reported that there has been an average 20% increase in fuel cost and electric.

There is also a new fund, **NEW DEVELOPMENT DEBT SERVICE**, that was created for the 2024 - 2025 Budget. The purpose of this fund is to account for loan funds and expenditures for New Development Utility Installation.

Bottoroff introduced the following proposed 2024-2025 fiscal year budget:

<u>TOTAL REVENUE GMSA GENERAL FUND:</u>	\$11,141,400
<u>GMSA GENERAL FUND EXPENDITURES:</u>	
▪ Governing Board	\$ 1,838,200
▪ Administration	\$ 939,800
▪ Engineering	\$ 5,000
▪ Warehouse Administration	\$ 1,059,700
▪ Water Treatment	\$ 895,000
▪ Water Distribution	\$ 465,400
▪ Sewer Treatment	\$ 764,400
▪ Sewer Collection	\$ 298,900
▪ Natural Gas	\$ 4,640,600

▪ GIS	\$ 68,700
▪ Vehicle Maintenance	\$ 165,700
TOTAL	\$11,141,400

<u>GMSA CAPITAL</u>	\$5,052,000
<u>RURAL WATER #6 RESERVE FUND</u>	\$200,000
<u>RURAL WATER #9 RESERVE FUND</u>	\$100,500
<u>GMSA DEBT SERVICE</u>	\$2,132,000
<u>GMSA SALES TAX FUND</u>	\$9,000,000
<u>OWRB FUND</u>	\$5,250,000
<u>NEW DEVELOPMENT DEBT SERVICE</u>	\$15,000
<u>TRANSMISSION LINE RESERVE</u>	\$1,160,000

Bottoroff added that a Public Hearing on the budget is scheduled for the June 4th City Council meeting. Bottoroff and Staff entertained questions, comments, and concerns from the Board. The presentation of the proposed budget lasted approximately 42 minutes. No action was taken.

At 2:42 PM Kock made the motion to adjourn. Seconded by Devitt. AYE: Kock, Wadley, Devitt. NAY: None. Motion carried.