**GROVE MUNICIPAL SERVICES AUTHORITY**

**SPECIAL MEETING**

**THURSDAY, MAY 28, 2015**

**1:30 PM**

The Grove Municipal Services Authority met in special session on Thursday, May 28, 2015 at 1:30 PM with Chairman Robert Plunk presiding. Members present were Bill Dyer, Berwin Kock, Kenneth Fitch and Don Nielsen. Also present was General Manager, Bill Keefer; Public Works Director, Jack Bower; City Treasurer, Lisa Allred; Assistant General Manager, Debbie Bottoroff and Utility Superintendent, Deric Douthit. City Clerk, Bonnie Buzzard was absent.

Fitch opened the floor for discussion with respect to presentation of the proposed 2015-2016 Fiscal Year Budget. Keefer reported that the department heads were actively involved in the preparation of their budgets and were included in the review and decisions on how and where to cut line items as necessary. The majority of the departments were able to reduce expenditures as it relates to their day to day operations. Both reductions and increases were for the most part based upon historical expenditures and need. The goal was to put together a budget that was responsible and reflected our financial concerns yet preserve an acceptable level of services for our citizens. Revenue projections were for the most part conservative and represented a realistic forecast for each source of funding. Keefer added that the proposed budget does reflect a 2% pay plan for eligible employees to receive a step increase with that 2% on their anniversary date, and for those employees that are topped out on the pay plan or are not eligible for a step increase, they would be eligible to receive the 2% increase on their anniversary date to keep them in line on the pay plan. As the Board will see, there are not any contingencies /reserve in the GMSA Capital Fund. Keefer introduced the following proposed 2015-2016 fiscal year budget:

# TOTAL REVENUE GMSA GENERAL FUND: $9,297,800

# GMSA GENERAL FUND EXPENDITURES:

* Governing Board $ 2,191,600
* Administration $ 763,000
* Engineering $ 8,000
* Warehouse Administration $ 700,900
* Water Treatment $ 656,350
* Water Distribution $ 273,100
* Sewer Treatment $ 446,400
* Sewer Collection $ 245,150
* Natural Gas $ 3,889,900
* Vehicle Maintenance $ 123,400

## TOTAL $9,297,800

### GMSA CAPITAL $1,535,900

**GMSA DEBT SERVICE $2,516,200**

Keefer discussed the 2015-2016 proposed fiscal year budget in its entirety with the Board and Staff. Presentation of the proposed budget lasted approximately one (1) hour and forty-five (45) minutes. Fitch made the motion to approve the budget and recommend to the Mayor and City Council the approval of the GMSA budget as presented. Seconded by Dyer. AYE: Dyer, Kock, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

At 3:15 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: Dyer, Kock, Fitch, Nielsen and Plunk. NAY: None. Motion carried.