



**BUDGET COMMITTEE MEETING MINUTES**  
**Wednesday, April 7, 2004**

Approved at 6/2/04 meeting

County Administrator's Conference Room  
575 Administration Drive  
Santa Rosa, CA 95403

1:30 P.M.

**COMMISSIONERS**

Present Debora Fudge, Chair

Present Lisa Schaffner

Present Ray Brunton

**ALTERNATE COMMISSIONERS**

Present Pamela Torliatt, Alternate

**STAFF**

Present Steven Sharpe, Executive Officer

Present Carole Cooper, Assistant Ex. Officer

Present Thorjia Brierley, Clerk

Present: Nora Guy, Incoming Clerk

1. **CALL TO ORDER:** Chair Fudge called the meeting to order at 1:34 p.m.
2. **APPROVAL OF MINUTES OF FEBRUARY 4, 2004 MEETING:** Approved as distributed.
3. **GENERAL PUBLIC COMMENT:** None
4. **2004-05 PRELIMINARY BUDGET AND FEE SCHEDULE:** Carole Cooper reviewed the proposed budget and proposed fee schedule for 2004-05, which had been sent to Committee members previously. She noted that staffing levels would remain the same as the current year. A COLA for salaries and increases in benefits, especially retirement, health insurance and workers compensation, will boost costs. Services and Supplies costs are reduced slightly. Revenues from fees are projected at \$32,000, the same as this year, although staff proposes a deposit system for large-scale applications. Staff also proposes use of \$35,000 of available fund balance to reduce apportionments from funding agencies. Carole answered committee members' questions and explained that the 2004-05 budget proposal would be the subject of a required public hearing before the full Commission, after the Budget Committee meeting concluded.
5. **CONFIRM MEETING, WEDNESDAY, June 2, 2004, 1:30 P.M.:** Confirmed, to review third-quarter actual expenditures and revenues.
6. **ADJOURNMENT:** The meeting was adjourned at 1:51 p.m.