



BUDGET COMMITTEE MEETING

DATE: Monday, May 6, 2019
TIME: 6:00PM
PLACE: City Hall, 245 NW Johnson Street

Mayor James Kingsbury called the Budget Committee Meeting to order at 6: 11 PM. City Council members present: Jim Crowther, Greg Atkin, and Brian Schumacher. Absent: Michael Taylor. Budget Committee members present: John Bishop, Laurie Hendricks, and Ann Hoyer. Absent: Alissa Angelo and Jacob Peters. Staff present: Myrna Harding, Budget Officer; Alan Frost, Public Works Director; and Katie Scott, City Recorder. There was 1 person in the audience.

MOTION: Ann Hoyer nominated John Bishop as Chair of the Budget Committee. Seconded by Laurie Hendricks. 7 ayes, motion carries.

MOTION: John Bishop nominated Laurie Hendricks as Vice Chair. Seconded by Ann Hoyer. 7 ayes, motion carries.

Minutes: May 7, 2018

MOTION: Councilor Atkin moved to approve the minutes of the May 7, 2018 Budget Committee Meeting as presented. Seconded by Councilor Crowther. 7 ayes, motion carries.

Minutes: May 22, 2018

MOTION: Councilor Atkin moved to approve the minutes of the May 22, 2018 meeting. Seconded by Councilor Crowther. 7 ayes, motion carries.

John Bishop presented the Budget message for the 2019-2020 fiscal year. Mayor Kingsbury asked for comments from the public.

Dolores Morris, 227 E Main St, asked what a vector truck/trailer is. Alan noted that it is a vactor truck to vacuum out sewer main lines, sewer manholes, storm man holes, etc... Dolores asked what the City uses currently? It is contracted out. She asked what the camera is used for. Alan noted that it is a small camera for water line laterals. Dolores noted that there are no improvements listed for the new Public Works acreage that was purchased. No, there are no improvements noted.

Mayor Kingsbury closed the public comment portion of the meeting.

John Bishop opened the public hearing on the election to receive State Revenue Sharing and asked for comments from the public. No public comments were made.

MOTION: Councilor Atkin moved to accept State Revenue Sharing for general purposes for the 2019-2020 fiscal year. Seconded by Councilor Crowther. 7 ayes, motion carries.

John Bishop closed the public hearing.

Myrna Harding presented a prepared PowerPoint to review the proposed Budget.

The following items were discussed amongst the Budget Committee:

- General Fund:
 - Discussion of water meters due to new homes being placed in the revenue.
 - Discussion of additional law enforcement officer. Councilor Atkin noted that we are looking at 2021 until the County can provide an additional officer to Sublimity. Potentially an additional \$185,000.00 a year to fund an additional officer. The stats are not indicative of the need. Myrna noted that she would like to raise the amount budgeted for an officer by \$504.00 after receiving a draft of the contract and reduce the contingency by \$504.00.
 - Laurie asked what the contractual services are as it has increased in each fund. Myrna noted that the contractual services are for intergovernmental service contracts, city hall being cleaned, pay other Cities for contract services such as City of Silverton. It has been raised by City Council for a possible contracted City Administrator, if necessary.

- Water Fund:
 - There was a discussion of water rates. The rate increase last year helped the water fund immensely. There is not a need to increase the rate again this year. The increase will help ensure the infrastructure is where it should be. Water rates will continue to be monitored yearly.
 - Mayor Kingsbury noted that the delinquent charges seem high. Myrna noted that this is due to late fees and shut off fees being charged as they should be.
 - Discussion of an increase in electricity cost.
 - Discussion of why there was an increase in the overtime and comp time. Myrna noted that she uses a spreadsheet to calculate this based on employee hours worked, pay, and is just an estimate.
 - Discussion of water system maintenance. There is an increase to compensate for emergency breaks in water mains. These are

circumstances that are out of the City's control and completely unexpected. Discussion of the aging water system followed.

- Myrna noted that the contingency amount of \$138,116 to 138,721.
- Sewer Fund:
 - Discussion of sewer agreement with the City of Stayton. John asked if there is there enough money in contingency for possible increase in billings, or improvements to the Stayton sewer system. Myrna noted that there is money in contingency.
 - Discussion of the vactor truck. Councilor Crowther noted that he would like to see more money in sewer maintenance rather than the purchase of a new truck. Alan noted that Canyon Contracting would be willing to rent their truck for \$115 per hour when needed. Purchasing a smaller trailer for \$56,000.00 would allow for the fixing of water line leaks, if needed.
 - Move 75,000 to sewer collection maintenance and hold off on purchasing the vactor truck. Move the remainder 45,000 to contingency for a future purchase.
- Street Fund:
 - Move 30,000 to street maintenance fund and 50,000 to contingency due to not purchasing vactor truck.
- Parks Fund: No questions.

Laurie questioned what the City Hall improvements are for. Myrna noted that the funds are for a records retention room.

- System Development Charge Fund (SDCs):
 - Discussion of SDC Funds from new subdivisions.
 - Discussion of Small City Allotment Grant received to improve North East Pine St and East Main St.
- Water Construction Fund:
 - Discussion of water tank improvement. Alan noted the City is still setting money aside to do this.
- Other Information (Miscellaneous): Inactive funds.

MOTION: Councilor Crowther moved to make a motion to approve the 2019-2020 property tax at 0.7135 per thousand of assessed value. Seconded by Mayor Kingsbury. 7 ayes, motion carries.

MOTION: Greg Atkin moved to approve the 2019-2020 fiscal budget as presented and modified in the amount of 8,130,606. Seconded by Mayor Kingsbury. 7ayes, motion carries.

Mayor Kingsbury moved to adjourn the meeting. Seconded by Councilor Crowther. 7 ayes, meeting adjourned at 7:49 PM