

CITY OF SILVERTON  
**BUDGET COMMITTEE MEETING – May 17, 2018 6:00 p.m.**

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**Silverton Community Center – Council Chambers – 421 South Water St.**

*American With Disabilities Act (A.D.A.) – The City of Silverton intends to comply with the A.D.A. The meeting location is accessible to individuals needing special accommodations such as a sign language interpreter, headphones, or other special accommodations for the hearing impaired. To participate, please contact the Finance Department at 503-873-5321 at least 48 hours prior to the meeting.*

*A copy of the preliminary budget is available for review Monday through Friday 8:00 am to 5:00 pm in the Finance Department at the Silverton City Hall, located at 306 South Water Street. All documents will be available on the City website at [www.silverton.or.us](http://www.silverton.or.us).*

**AGENDA**

- I. **Opening Ceremonies: Call to Order, Roll Call and Pledge of Allegiance**
- II. **Approval of the minutes from the meeting held on May 15, 2018**
- III. **Accept state revenue sharing for general purposes**

***Motion:*** I move to accept State Revenue Sharing for general purposes.

- IV. **Review/discussion of the Budget; continuing with Page 80 – Sewer Fund**

***Motion:*** I move to approve the Budget of The City of Silverton as amended for Fiscal Year 2018-2019 in the amount of \$44,910,470 and levy taxes at the permanent rate of \$3.6678 per \$1,000 of assessed valuation, and levy \$275,000 for the Pool Operating Levy.

- V. **Adjournment**

1 CITY OF SILVERTON  
 2 **BUDGET COMMITTEE MINUTES**

3 **Silverton Community Center – Council Chambers – 421 South Water St.**

4  
 5 **MAY 15, 2018 – 6:15 p.m.**

6  
 7 **I. Call to Order and Roll Call**

8  
 9 Member Kyle Palmer called the Meeting to order at 6:26 p.m.

Present	Absent	
X	_____	Jim Sears
X	_____	April Newton
X	_____	Rhett Martin
X	_____	Kyle Palmer
X	_____	Aaron Koch
X	_____	Jeff DeSantis
X	_____	Dana Smith
_____	X	Ammon Benedict
X	_____	Matt Plummer
X	_____	Rick Bittner
X	_____	Laurie Carter
X	_____	Chris Childs
X	_____	Jason Freilinger
_____	X	Micole Olivas-Leyva

11 Staff Present:

12 City Manager, Christy Wurster; Finance Director, Kathleen Zaragoza; Chief of Police, Jeff Fossholm;  
 13 Captain, Jim Anglemier; Public Works Director, Christian Saxe; Community Development Director, Jason  
 14 Gottgetreu; Administrative Services Director, Dianne Hunt and Account Clerk II, Sheena Kroker

15  
 16  
 17 **I. Election of Officers**

18  
 19 Member DeSantis moved to appoint Kyle Palmer as Committee Chair and April Newton as Committee  
 20 Vice Chair. Member Carter seconded the motion and it carried as follows:

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

1 **II. Approval of the minutes from the meeting held on April 27, 2017.**

2  
3 Member Freilinger moved to approve the minutes from the meeting held on April 27, 2017 as presented.  
4 Member Childs seconded the motion and it carried as follows:  
5

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

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7  
8 **III. Presentation of the Budget Message**

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10 City Manager Christy Wurster presented and read the Budget Message.  
11

12  
13 **IV. Public Hearing on the proposed Fiscal Year 2018-2019 budget**

14  
15 Chairman Palmer opened the Public Hearing at 6:43 p.m. to receive public comment on the proposed  
16 budget.  
17

18 There were no comments on the proposed budget and the public hearing was closed at 6:44 pm.  
19

20  
21 **V Public Hearing on election to receive State Revenue Sharing for general purposes**

22  
23 Chairman Palmer opened the Public Hearing at 6:44 p.m. to receive public comment on the election to  
24 receive State Revenue Sharing.  
25

26 There were no comments on the election to receive State Revenue Sharing for general purposes.  
27

28 Member Freilinger moved to close the Public Hearing. Member DeSantis seconded the motion and it  
29 carried as follows:  
30

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			

Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

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Chairman Palmer closed the Public Hearing at 6:45 p.m.

**VI. Review/discussion of the budget; beginning with the General Fund**

Member Smith made a motion to review the budget using a page by page method. Member Carter seconded the motion and it carried as follows:

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

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Member Carter made a motion to adjourn the meeting at 9:00 pm or before starting another fund whichever is sooner. Member Sears seconded the motion and it carried as follows:

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

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The Committee began to review the budget page by page and asked clarification questions as they progressed through the budget.

On Page 14, Miscellaneous Revenue: Member Smith asked what was included in the Miscellaneous Revenue line item. Finance Director Zaragoza said she will bring a breakdown back to the committee at the next meeting.

1  
2 On Page 18, City Council Program: Member Plummer said he would like to add a Silverton Flag Contest  
3 under Community Programs. Chairman Palmer explained that would be a council approved decision but  
4 there would be enough funds to support that in the budget.  
5

6 The Committee continued through the budget. Chief of Police Fossholm provided a breakdown of the  
7 Police Department's contracted services on page 27. Member DeSantis requested that all departments  
8 provide a breakdown of their contracted services in the future.  
9

10 The Committee moved to page 32 and questioned the increase in contracted services in the Planning  
11 Program instead of adding an additional FTE to help Community Development Director Gottgetreu with  
12 planning functions. City Manager Wurster explained the reasoning of the increase and that the new  
13 building inspector will be taking on some of the planning department's administrative functions.  
14

15 The Committee continued through the budget to page 62 and discussed the McClaine Street project.  
16 Member Carter asked about the status of the South Water Street improvements projected beginning  
17 dates and Public Works Director Saxe explained the current status of those projects.  
18

19 On Page 77, Street Maintenance Fee Fund: Finance Director Zaragoza explained monies obligated for  
20 improvements scheduled for the 2017-2018 fiscal year will not be completed until after July 1<sup>st</sup> of fiscal  
21 year 2018-2019 so staff is proposing an increase in the beginning fund balance and an increase in the  
22 Street Capital Improvements. Member Freilinger made a motion to increase the Beginning Fund Balance  
23 027-000-49090 and Street Capital Improvements 027-027-85020 in the amount of \$210,000. Member  
24 Carter seconded the motion and it carried as follows:  
25

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			
Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

26  
27 The Committee resumed their review and asked clarification questions as they moved through the  
28 budget. They stopped on page 79 and will continue their review on May 17, 2018 on page 80-Sewer  
29 Fund.  
30

### 31 **VII. Adjournment**

32  
33 Member Carter made a motion to adjourn the meeting and Member Freilinger seconded the motion and it  
34 carried as follows:  
35

<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jim Sears			
April Newton			
Rhett Martin			
Kyle Palmer			

Aaron Koch			
Jeff DeSantis			
Dana Smith			
			Ammon Benedict
Matt Plummer			
Rick Bittner			
Laurie Carter			
Chris Childs			
Jason Freilinger			
			Micole Olivas-Leyva

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2 The meeting adjourned at 8:46 p.m.  
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4 Respectfully submitted,  
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6  
7 /s/Sheena Kroker  
8 Account Clerk II  
9

DRAFT