

CITY OF SILVERTON  
**CITY COUNCIL SPECIAL MEETING MINUTES**

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

June 17, 2019, 6:15 p.m., or immediately following the Urban Renewal Agency meeting

**I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call**

Mayor Kyle Palmer called the Special Meeting to order at 6:15 p.m.

Present	Absent	
X	_____	Mayor Kyle Palmer
X	_____	Council President Jason Freilinger
X	_____	Jim Sears
X	_____	Matt Plummer
X	_____	Dana Smith
X	_____	Laurie Carter
X	_____	Crystal Neideigh

Staff Present: City Manager, Christy Wurster; Finance Director, Kathleen Zaragoza; Assistant to the City Manager/HR Coordinator, Elizabeth Gray; Account Clerk II, Sheena Kroker; and Assistant to the City Manager/City Clerk, Angela Speier

- II. APPROVAL OF MINUTES** – None submitted
- III. OATHS OF OFFICE/PUBLIC RECOGNITION** – None submitted
- IV. PUBLIC COMMENTS** - None
- V. SCHEDULED PRESENTATIONS** – None scheduled
- VI. PUBLIC HEARINGS**

**6.1 Resolution No. 19-24 – To determine the eligibility to receive State Shared Revenue and Resolution No. 19-25 – Declaring the election to receive State Shared Revenue**

Mayor Palmer opened the public hearing regarding Resolution No. 19-24 and the possible uses of State Shared Revenue at 6:17 p.m. No Councilor wished to abstain or declare a conflict of interest. No audience member wished to challenge the jurisdiction of the City Council to hear this matter or to challenge any member for a conflict of interest. Finance Director Kathleen Zaragoza explained Resolution No. 19-24 determines the City is eligible to receive State Shared Revenues, because the City provides the necessary functions listed in the resolution. There was no public comment. Councilor Freilinger made a motion to close the public hearing. Councilor Smith seconded the motion and Mayor Palmer closed the public hearing at 6:18 p.m.

Councilor Freilinger made a motion to adopt Resolution No. 19-24 to determine the eligibility to receive State Shared Revenue and adopt Resolution No. 19-25 to declare the City’s election to receive State

Shared Revenue and use it for General Fund purposes. Councilor Smith seconded the motion. There was no discussion and the motion passed unanimously (7-0).

## **6.2 Resolution No. 19-26 – Adopting the budget for fiscal year 2019-2020, impose and categorize taxes and make appropriations**

Mayor Palmer opened the public hearing regarding Resolution No. 19-26 at 6:21 p.m. No Councilor wished to abstain or declare a conflict of interest. No audience member wished to challenge the jurisdiction of the City Council to hear this matter or to challenge any member for a conflict of interest. Finance Director Zaragoza indicated staff is recommending approval of the FY 2019-2020 Budget in the amount of \$55,924,706. There was no public comment. Councilor Freilinger made a motion to close the public hearing. Councilor Carter seconded the motion and Mayor Palmer closed the public hearing at 6:22 p.m.

Councilor Freilinger made a motion to approve Resolution No. 19-26 to adopt the budget for fiscal year 2019-2020 in the total amount of \$55,924,706, levy taxes of \$3.6678 per \$1,000 of assessed value for the permanent rate, levy \$275,000 for the Pool Operations Levy and make appropriations as listed in the resolution. Councilor Smith seconded the motion. There was no discussion and the motion passed unanimously (7-0).

## **VII. CONSENT AGENDA**

Councilor Carter made a motion to approve the Consent Agenda consisting of agenda items 7.1, 7.2, and 7.3. Councilor Smith seconded the motion. There was no discussion and the motion passed unanimously (7-0).

### **7.1 Resolution No. 19-27 – Extending the City of Silverton’s Workers’ Compensation coverage to certain volunteer positions**

### **7.2 Resolution No. 19-28 – Adding approved positions to the City’s wage scale**

### **7.3 Accept the System Development Charge Annual Report for Fiscal Year 2017-2018**

## **VIII. DISCUSSION/ACTION**

### **8.1 Resolution No. 19-29 – Establishing and adopting general financial management policies**

Assistant to the City Manager/HR Coordinator Elizabeth Gray explained this resolution offers general financial management policies that align with the Oregon Government Finance Officers Association (OGFOA) best practices and help meet the requirements to submit for the OGFOA’s Distinguished Budget Award. City Manager Christy Wurster explained these policies were part of a project for Ms. Gray’s Master’s degree in Public Administration which is to add elements into the budget that will allow the City to apply for the OGFOA’s Distinguished Budget Award. Staff is planning to submit the FY 2020 budget for award consideration later this year. City Manager Wurster thanked Ms. Gray, Finance Director Zaragoza, and Account Clerk II, Sheena Kroker for their hard work on the budget this year.

Councilor Freilinger made a motion to adopt Resolution No. 19-29 adopting general financial management policies for the City of Silverton. Councilor Carter seconded the motion. There was no discussion and the motion passed unanimously (7-0).

## **IX. CITY MANAGER UPDATE**

City Manager Wurster reminded Council to let Angela Speier know if they would like to attend the Annual League of Oregon Cities (LOC) Conference by Monday, July 1, 2019. The trees located at Eugene Field Commons will be evaluated by an arborist prior to the July 15<sup>th</sup> Work Session and their report will be available on July 12, 2019. Cindy Schaeffer, Peer Court Coordinator will be taking a sabbatical for one year beginning next month. The City is contracting with Olivia Poblacion who will be taking over Ms. Schaeffer’s responsibilities during that time. Lastly, Representative Lewis informed the City that the mineral sale above the reservoir was complete on June 14, 2019 on behalf of the state. The property owner has been advised to work with the City to address any ongoing concerns.

**X. COUNIL COMMUNICATIONS**

Councilor Carter said she drove through Clatskanie on Thursday and they have a fairly new Civic Center that was very attractive in a semi traditional way, but with modern building materials. She said it looked very nice and could be something to look at as the City moves forward with developing Eugene Field Commons.

Councilor Neideigh noted she will not be able to attend the LOC Conference due to a conflict with her work schedule.

Mayor Palmer thanked the community for showing up for the Strawberry Festival on Sunday.

**XI. ADJOURNMENT**

Councilor Freilinger made a motion to adjourn and Mayor Palmer adjourned the meeting at 6:34 p.m.

Respectfully submitted by:

*/s/Angela Speier, Assistant to the City Manager/City Clerk*