

**CITY OF SILVERTON
BUDGET COMMITTEE MINUTES**

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

April 25, 2017 – 6:15 p.m.

I. Opening Ceremonies

Member Kyle Palmer called the Meeting to order at 6:25 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
_____	Excused	Jennie Messmer

Staff Present:

City Manager, Christy Wurster; Chief of Police, Jeff Fossholm; Finance Director, Kathleen Zaragoza; Public Works Director Christian Saxe; Community Development Director, Jason Gottgetreu; Administrative Services Director, Dianne Hunt and City Clerk, Lisa Figueroa

I. Election of Officers

Member Freilinger moved to appoint Kyle Palmer as Committee Chair and Aaron Koch as Committee Vice Chair. Member DeSantis seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

II. Approval of the minutes from the meetings held on April 26, 2016 and April 28, 2016.

Member Freilinger moved to approve the minutes from the meetings held on April 26, 2016 and April 28, 2016 as presented. Vice Chair Koch seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

*Member Carter arrived at 6:30 p.m.

III. Presentation of the Budget Message

City Manager Christy Wurster presented and read the Budget Message.

Chairman Palmer opened the Public Hearing before the public comment.

V. Public Hearing

5.1 Public Hearing on election to receive State Revenue Sharing

Chairman Palmer opened the Public Hearing at 6:43 p.m.

There were no comments on the proposed budget.

Member Carter moved to close the Public Hearing. Member Smith seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

Chairman Palmer closed the Public Hearing at 6:44 p.m.

Member DeSantis moved to accept State Revenue Sharing for general purposes. Member Carter seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

IV. Public comment on the proposed Fiscal Year 2017-2018 budget

Chairman Palmer opened the floor for public comment. Victor Madge, 514 S. Water St.; addressed the committee with concerns of the Silver Creek embankment behind the Chamber Depot. He said stabilizing the embankment is a large capital project and requested the City create a line item for a geotechnical report to assess it. The Committee asked how much a geotechnical report would cost. Public Works Director Christian Saxe indicated it could cost \$10,000 to \$20,000 depending on several variables. Chairman Palmer stated the Committee can consider the request under the appropriate fund.

City Manager Wurster indicated there was a letter included in the packet from Jane Brown, requesting sidewalks along Oak Street.

VI. Consider whether to televise the budget committee meetings, how long to hold each meeting and whether light refreshments should be provided

The Committee discussed options on moving forward and decided they would provide their own food and water for the meetings.

Member Carter moved to adjourn at 9:00 p.m. or not start a new fund balance after 9:00 p.m. unless there is a vote of the Committee. Member Koch seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

Member Childs moved to televise each meeting up to five as per the agreement. Member Sears seconded the motion and it carried as follows:

Aye	Nay	Abstain	Absent
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			
			Jennie Messmer

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

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

On Page 18, Member Plummer said he would like to see an increase under the Community Programs to promote health and wellbeing in the community, such as a health fair event, activities or other events throughout the year to its citizens. The Committee expressed support but preferred to see a model already in place in another community as reference, before any funds were allocated.

Member Carter said she would like to see a program to preserve and beautify existing trees. Member Freilinger said he would support Member Carter’s plan, but suggested the Committee take the same approach as was suggested for Member Plummer’s request. He said he would like to see a detailed plan illustrating how trees would be maintained and preserved and then the Committee can amend the budget. Several members concurred with Member Freilinger.

The Committee continued through the budget. There was discussion of the City Manager’s budget in regard to the reallocation of the City Clerk position. Chief of Police Jeff Fossholm provided a breakdown of the department’s contracted services on page 27. The Committee moved to Page 34 and considered the proposed .25 FTE Building/Zoning Inspector position under the Community Development fund. The Committee proceeded through the budget and discussed whether funds should be provided for the murals on an on-going basis under the Transient Lodging Taxes on Page 56, but no amendments were made.

The Committee adjourned for a break at 8:10 p.m. and reconvened at 8:20 p.m. Chairman Palmer directed the Committee to Pages 58 and 59. Public Works Director Saxe noted the Street Administration Fund pages 60 and 61 is a new category.

On Page 62, the Committee considered the request made by Ms. Jones. Public Works Director Saxe indicated he would research existing right-of-ways and discuss options for sidewalk installation with Oregon Department of Transportation. He stated he would follow up with Ms. Brown regarding her letter. The Committee discussed improvements for City owned streets and what funds, if any, are available.

The Committee resumed their review and asked clarification questions as they moved through the budget. They stopped on page 79 and will continue their review on April 27, 2017.

VIII. Adjournment

The meeting adjourned at 9:02 p.m.

Respectfully submitted,

/s/Lisa Figueroa
City Clerk