

**CITY OF SILVERTON
BUDGET COMMITTEE MINUTES**

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

MAY 15, 2018 – 6:15 p.m.

I. Call to Order and Roll Call

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

Staff Present:

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

I. Election of Officers

Member DeSantis moved to appoint Kyle Palmer as Committee Chair and April Newton as Committee Vice Chair. 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			
			Micole Olivas-Leyva

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

Member Freilinger moved to approve the minutes from the meeting held on April 27, 2017 as presented. Member Childs 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			
			Micole Olivas-Leyva

III. Presentation of the Budget Message

City Manager Christy Wurster presented and read the Budget Message.

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

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

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

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

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

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

Member Freilinger moved to close the Public Hearing. 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			
			Micole Olivas-Leyva

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:

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			
			Micole Olivas-Leyva

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:

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			
			Micole Olivas-Leyva

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.

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

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

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

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

On Page 77, Street Maintenance Fee Fund: Finance Director Zaragoza explained monies obligated for improvements scheduled for the 2017-2018 fiscal year will not be completed until after July 1st of fiscal year 2018-2019 so staff is proposing an increase in the beginning fund balance and an increase in the Street Capital Improvements. Member Freilinger made a motion to increase the Beginning Fund Balance 027-000-49090 and Street Capital Improvements 027-027-85020 in the amount of \$210,000. 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			
			Micole Olivas-Leyva

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 May 17, 2018 on page 80-Sewer Fund.

VII. Adjournment

Member Carter made a motion to adjourn the meeting and Member Freilinger 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			
			Micole Olivas-Leyva

The meeting adjourned at 8:46 p.m.

Respectfully submitted,

/s/Sheena Kroker
Account Clerk II