MINUTES

KEIZER BUDGET COMMITTEE
Monday, October 26, 1992
Robert L. Simon Council Chambers
Keizer City Hall

CALL TO ORDER

Robert L. Simon, Chair of the Keizer Budget Committee, called the meeting to order at 7:04 p.m. Roll call was taken as follows:

Present
Robert L. Simon, Chair
Carl Beach
Mark Callier
Robert Emmerich
Mike Hart (arrived at 7:20 p.m.)
Dick Inman
Jerry McGee
Al Miller (arrived at 7:08 p.m.)
Bob Newton
Joe Van Meter

Absent
JoAnne Beilke
Roy Duncan
Dennis Koho
Andy Orcutt

Staff
John N. Morgan, Interim City Manager
Charles Stull, Chief of Police
John Lien, City Attorney
Tracy L. Davis, City Recorder

APPOINTMENT OF CHAIRMAN

Joe Van Meter moved to reappoint Robert Simon as the chairman of the 1993-94 Budget Committee. Bob Newton seconded the Motion. ***The Motion passed unanimously with the following votes:***

AYES: Beach, Callier, Emmerich, Inman, McGee, Miller, Newton, Van Meter (8)
NAYS: None
ABSTENTIONS: Simon (1)
ABSENT: Beilke, Duncan, Hart, Koho, Orcutt (5)

PUBLIC TESTIMONY

There was no public testimony given.

DIRECTION FOR 1993-94 BUDGET

Interim City Manager, John Morgan, gave a brief introduction of the upcoming budget process. He outlined each of the budget calendars in order to meet the filing deadlines for the March 23rd or May 18th election date. Dick Inman asked Mr. Morgan if there was adequate time for staff to prepare a presentable budget to the voters for the March election. Mr. Morgan stated the March election could be achieved. Bob Newton stated that if the upcoming budget is prepared as a status quo budget, then it would be possible to try for the March election. If personnel and capital outlay items are added, then it would be impossible to inform the public and take it to the voters in March. Mr. Morgan stated that it is the intent of the staff to stay within a 6% increase if capital outlay or personnel are added.

Robert Emmerich was concerned if the budget is ready to be filed in January, there would not be ample time for citizens review. Jerry McGee agreed with Mr. Emmerich citing past problems of lack of communication with the citizens of Keizer and favored the May election. Al Miller stated his concerns for a lack of information regarding franchise fees, revenue sharing, and police labor negotiations that might not be available until after the first of the year. Joe Van Meter supported the March election date citing lack of community participation in past town hall meetings and the March election falls during the school year where the SRO's are visible in the school.

Bob Newton moved for a 2 year operating levy on the May 18th ballot. Carl Beach seconded the Motion.

Robert Simon voiced his concerns with the Revenue Sharing being cut by the legislature.

Mike Hart, supporting the Motion, also was concerned about the Revenue Sharing. He stated that a budget must be prepared without the Revenue Sharing.

The Motion passed with the following votes:

***AYES:** Beach, Callier, Emmerich, Hart, Inman, McGee, Miller, Newton, Simon (9)*
***NAYS:** Van Meter (1)*
***ABSTENTIONS:** None*
***ABSENT:** Beilke, Duncan, Koho, Orcutt (4)*

THE BUDGET CALENDAR

Robert Emmerich moved to add a month to the proposed budget calendar. Bob Newton seconded the Motion.

Mr. Emmerich withdrew the motion and Mr. Newton the second. Mr. Emmerich moved to set the next meeting of the Budget Committee for November 23, 1992, and the interim City Manager could adjust the dates accordingly for the remaining Budget Committee meetings. Carl Beach seconded the Motion. The Motion passed unanimously with the following votes:

***AYES:** Beach, Callier, Emmerich, Hart, Inman, McGee, Miller, Newton, Simon, Van Meter (10)*
***NAYS:** None*
***ABSTENTIONS:** None*
***ABSENT:** Beilke, Duncan, Koho, Orcutt (4)*

The Budget Committee will meet on November 23, 1992, at 7:00 p.m. The Staff will concentrate on preparing a one year budget to be presented to the committee. The Committee will discuss a two year levy at that time.

FORMAT FOR BUDGET DOCUMENT

Mr. Morgan suggested a new format for the budget document. He shared examples from other Cities. He stated he would like to move to a Department based budget rather than a fund based budget. This document could then be used as a communication tool in addition to a finance document. Al Miller suggested a percentage scale to show where the tax dollars are going; school, fire, and city. He also suggested the distinction between Urban Renewal and the City levy needs to be clear.

SUGGESTIONS FOR IMPROVEMENT OF THE BUDGET PROCESS

John Morgan asked for a discussion of the lessons learned from last years attempts at the levy. Al Miller cited lack of knowledge about the Urban Renewal Plan that was announced prior to the election. Mike Hart stated if amounts are increased, the public needs to know the reasons why the amount was increased. Robert Emmerich suggested continuing education for the community regarding the budget and supported the idea of program descriptions. Bob Simon suggested creating a summary of the budget to present to the community. Jerry McGee suggested keeping the budget document short and brief, but to explain the "budget story".

WRITTEN COMMUNICATION

Andy Orcutt submitted a letter of support for a status quo two year operating levy for the March election.

ADJOURNMENT

The Meeting was adjourned at 8:22 p.m.

Tracy L. Davis

TRACY L. DAVIS
City Recorder

APPROVED:

BUDGET COMMITTEE CHAIRMAN:

ROBERT SIMON