MINUTES
KEIZER BUDGET COMMITTEE MEETING
Tuesday, October 16, 2001
Keizer City Hall
Robert L. Simon Council Chambers
Keizer City Hall

CALL TO ORDER

Chair Caillier called the meeting to order at 5:30 p.m. Roll call was taken as follows:

Present:
Carl Beach
Art Bobrowitz
Mark Caillier
Lore Christopher
Roy Duncan (arrived at 6:50 p.m.)
Bob Gebhardt
Ray Kelly
Charles E. Lee
Jerry McGee
Jacque Moir
Judy Smith
Pat Sparks-Tewell
Richard Walsh

Absent:
Ted Anagnos

Staff:
Chris Eppley, City Manager
Susan Gahlsdorf, Finance Director
Dianne Hunt, Human Resources Director
Maria Meier, Planning Director
H. Marc Adams, Chief of Police
Rob Kissler, Director of Public Works
Kent Barker, Captain
Mark Miranda, Captain
Tracy L. Davis, City Recorder

- **Schedule future Bi-monthly Budget Committee Meetings**

Finance Director Susan Gahlsdorf suggested that the next meetings of the Budget Committee be held on December 11, 2001 and February 12, 2002 at 5:30 p.m. It was the consensus of the Committee for this to take place.

- **FY 01-02 First Quarter, Year to Date**

Finance Director Susan Gahlsdorf reviewed year to date revenues and expenditures. She highlighted that the Parks

Revenues and Expenditures with Emphasis on the General Fund

Donation program had brought in approximately $2,200 to date.

Mayor Christopher expressed an interest in citizens having the option to make automatic payment donations to Parks if they wished. Ms. Gahlsdorf indicated she would review this option.

City Manager Eppley provided an update on the Qwest lawsuit.

The Committee discussed projected Hotel Tax revenues and some of the upcoming events that may take place, increasing the occupancy at the Wittenberg.

Ms. Gahlsdorf noted coding adjustments that would be reviewed and altered to fit the appropriate line item.

Responding to questions Ms. Gahlsdorf offered to follow up on the $1400 in donations that were made towards helmets which, were not reflected in the analysis.

Expenditures
Ms. Gahlsdorf noted some of the line items that were over budget. She provided an explanation for the over budgeted line items, which included insurance benefits, computer maintenance and personal services. She reviewed the remainder of the expenditures in the budget.

- **KEIZER STATION INTERCHANGE**

1. Funding Options
   - Street Fund
   - New Urban Renewal District
2. Fiscal Impact

Ms. Gahlsdorf reported that the City had applied for a grant from ODOT to fund the interchange. The award would be announced by the end of the month.

Councilor Smith provided a brief background regarding the ODOT grant availability and the possibility of Keizer receiving funds to develop the interchange.

Responding to questions City Manager Eppley felt it would be important to budget as though the grant would not be awarded for the interchange. He went on to supply a brief background of the interchange area and the Urban Renewal

District. Mr. Eppley provided strategies to pay for the interchange that could include use of Gas Tax Revenues in the Street Fund and issuing debt, or the creation of new Urban Renewal District using tax increment revenues to fund the project.

Mr. Eppley cautioned the Committee about binding to an option, which would require development to take place in the area prior to these improvements taking place.

The Committee discussed the option of creating a new Urban Renewal District. Ms. Gahlsdorf presented three options from the Capital Improvement Program (CIP) including a

- ✓ Status Quo CIP
- ✓ CIP Expanded to Include the Keizer Station Interchange Using a 15-year Debt
- ✓ CIP Expanded to Include the Keizer Station Interchange Using a 10-year Debt Financing

Mr. Eppley and Ms. Gahlsdorf answered questions from the Committee pertaining to the various options.

Ms. Gahlsdorf supplied handouts detailing the Interchange Funding Options and the Street Fund Capital Improvement Program. She condensed this information and staff answered questions from the Committee.

Mr. Eppley questioned the Committee whether they wished to move forward with the project, and if so a decision would need to be made regarding the options presented.

<u>Councilor McGee moved a motion to accept in principal the scenario of the jughandle proposal as the City Manager laid out. Mayor Christopher seconded the motion.</u>

<u>The motion passed unanimously as follows:</u>

<u>AYES:</u> Beach, Bobrowitz, Caillier, Christopher, Gebhardt, Kelly, Lee, McGee, Moir, Smith, Sparks-Tewell and Walsh (12)
<u>NAYES:</u> None (0)
<u>ABSENT:</u> Anagnos and Duncan (2)
<u>ABSTENTIONS:</u> None (0)

<u>Councilor McGee moved to accept Option two of the plan for the CIP Expansion to include the Keizer Station Interchange</u>

using 15-year financing. Mayor Christopher seconded the motion.

The motion passed unanimously as follows:

AYES: Beach, Bobrowitz, Caillier, Christopher, Gebhardt, Kelly, Lee, McGee, Moir, Smith, Sparks-Tewell and Walsh (12)
NAYES: None (0)
ABSENT: Anagnos and Duncan (2)
ABSTENTIONS: None (0)

Councilor McGee moved to create a new Urban Renewal District that is defined by the borders of the Chemawa Activity Center as outlined in the CAC Plan. The purpose of the district would be to repay debt incurred in the Street Fund for the issuance of the bonds on a 15-year basis. An intergovernmental agreement is to be formed and connectivity retained to the existing Urban Renewal District. Mayor Christopher seconded the motion.

The motion passed unanimously as follows:

AYES: Beach, Bobrowitz, Caillier, Christopher, Gebhardt, Kelly, Lee, McGee, Moir, Smith, Sparks-Tewell and Walsh (12)
NAYES: None (0)
ABSENT: Anagnos and Duncan (2)
ABSTENTIONS: None (0)

City Manager Eppley indicated that these motions would be brought before the Council as recommendations from the Budget Committee during the next City Council meeting.

Roy Duncan arrived and took a seat at the table.

Verda Lane Issue
City Manager Eppley reported the pedestrian safety issues for middle school children walking along Verda Lane to access the new middle school. He noted the lack of lighting, sidewalks and increased speed in the area that attributed to the hazards.

Mr. Eppley reported that a recommendation was made to Council to allocate funding from the Dearborn project to this area to add sidewalks and adequate lighting.

Responding to questions Mr. Kissler indicated that the Dearborn project could be delayed until 2004-2005.

Mr. Kissler outlined some of the engineering problems, which would need to be addressed prior to sidewalks being placed on Verda. This included purchase of slope easements.

Councilor Lee suggested offering matching funding to the School District to provide temporary bussing to the children in the area until the improvements took place.

Councilor Walsh encouraged an education process making families aware of other alternatives routes for children to have safe access to the school.

After further discussion the following motion was made.

<u>Mayor Christopher moved a motion to divert $220,000 allocated to the Dearborn path projects to the improvements on Verda Lane. Councilor Kelly seconded the motion.</u>

<u>The motion passed as follows:</u>

<u>AYES:</u> Beach, Bobrowitz, Caillier, Christopher, Duncan, Gebhardt, Kelly, Lee, McGee, Moir, Smith, Sparks-Tewell and Walsh (13)
<u>NAYES:</u> None (0)
<u>ABSENT:</u> Anagnos (1)
<u>ABSTENTIONS:</u> None (0)

City Manager Eppley reported that information would be provided, as it became available.

ADJOURN

The meeting was adjourned at 7:16 p.m.

Cindy Perry
Recording Secretary

BUDGET COMMITTEE CHAIR:

Mark Caillier
Mark Caillier