



**MINUTES
KEIZER BUDGET COMMITTEE MEETING**

May 29, 2007

Keizer City Hall

Robert L. Simon Council Chambers

Keizer, Oregon

CALL TO ORDER Meeting was called to order at 5:53 pm. Roll call was taken as follows:

Present:

Terry Gordon, Chair
Jacque Moir, Councilor
Lore Christopher, Mayor
Cathy Clark, Councilor
David Lapof
Nick Marshall
Stephen Johnston
David McKane, Councilor (6:15)
Troy Nichols, Councilor
Jim Taylor, Councilor
Richard Walsh, Councilor

Staff:

Chris Eppley, City Manager
Susan Gahlsdorf, Finance Director
Tracy Davis, City Recorder
Dianne Hunt, Human Resources Director
Rob Kissler, Director of Public Works
Nate Brown, Community Development Director
Marc Adams, Police Chief
Bill Lawyer, Public Works Department
Debbie Engelhard, Finance Department

Public Testimony None

Special Revenue Funds – Street Fund Rob Kissler reviewed street fund and project information fielding questions from committee members and providing additional information as requested. Review of the budget followed.

Enterprise Funds Director Gahlsdorf reviewed the **Sewer Fund** and **Utility Billing**. The committee reviewed these with Ms. Gahlsdorf and Mr. Kissler fielding their questions and providing additional information regarding the administration fee, maintenance and management.

Bill Lawyer, Public Works Superintendent, reviewed the **Water Fund** and **Water Facility Replacement Reserve** providing information regarding wells, service connections, monitoring of wells for possible contamination, a potential site for an underground reservoir as well as accomplishments and future plans for the Department.

Chris Eppley reviewed the **Street Lighting District Fund** with Rob

Budget as a Whole

Kissler explaining the different types of districts and reviewing specifications and franchises.

Public Works Director, Rob Kissler, stated that he had no further information on the **Storm Water Fund** since the earlier presentation and reviewed the **Sewer Reserve Fund** explaining how the fund operates and fielding questions

Lengthy discussion then took place regarding the Transient Occupancy Tax and its uses and an accounting of how the funds are spent as well as the impact an adjustment would have on the Fire District and establishing a methodology for distribution of these funds.

Mayor Christopher moved to allow the distribution of Transient Occupancy Tax to remain at 20% to the Keizer Fire District and 20% to Keizer Chamber of Commerce for this year only and next year both entities as well as any others that can make a case for tourism would have to present a budget to the City in order to be considered for funding. Additionally the City Council will work on establishing a methodology throughout the year and keep a certain amount open. Stephen Johnston seconded.

Additional discussion took place regarding the methodology, percentage amounts vs. set dollar amounts and credibility.

Mayor Christopher restated her motion: Change the way the Transient Occupancy Tax is allocated for the next budget (08-09) to be directly reflective of budgets presented for consideration and Council will determine what the methodology will be throughout the next coming year. This year it will remain the same but next year and subsequent years it will be as presented by budget. Stephen Johnston verified his second. Motion passed unanimously by all members present. (11-0) (Bradley, Bradshaw and Gores absent)

Discussion then took place regarding the National League of Cities with members agreeing to do further research and address this opportunity in the next year.

Councilor Walsh moved to place the amount over the 15% minimum of the Undesignated Ending Fund Balance (\$70,000) into contingency. Councilor Taylor seconded.

Discussion followed regarding the effect this action would have on the budget.

Motion passed (9-2) with Lapof and Clark in opposition.

Mayor Christopher requested that quarterly reports be submitted to the City from Meth, Not in My Neighborhood and any other entity that receives funds from the City.

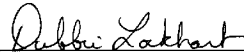
Councilor Clark moved for approval of the Budget Minutes for 06-07. Stephen Johnson seconded. Motion passed unanimously (11-0).

Councilor Walsh moved to approve and forward to Council the City of Keizer Budget for 2007-2008 as amended by the Budget Committee. Councilor McKane seconded. Motion passed unanimously (11-0).

Councilor Walsh moved to impose the full permanent tax rate of \$2.0838 per 1,000 on the tax rolls of the City of Keizer. Councilor Taylor seconded. Motion passed unanimously (11-0).

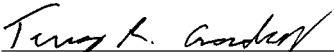
Other Business None

ADJOURNMENT Meeting was adjourned at 7:40 p.m.



Debbie Lockhart, Deputy City Recorder

BUDGET COMMITTEE CHAIR


Approved:

May 13, 2008