



**MINUTES**  
**KEIZER BUDGET COMMITTEE WORK SESSION**  
**May 22, 2006**  
**Keizer City Hall**  
**Robert L. Simon Council Chambers**  
**Keizer, Oregon**

**CALL TO ORDER** Meeting was called to order at 5:47 pm. Roll call was taken as follows:

**Present:**

Donna Bradley  
James Bradshaw  
Lore Christopher, Mayor  
Terry Gordon  
Jim Gores  
Stephen Johnston  
Charles Lee, Councilor  
Nick Marshall  
David McKane, Councilor  
Jacque Moir, Councilor  
Troy Nichols, Councilor (6:02)  
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  
John Teague, Police Department  
Bill Lawyer, Public Works Department

**Absent:**

Cathy Clark

**Public Testimony** None

**Approval of 2005 Budget Committee Minutes** Councilor Taylor moved to approve all four sets of Minutes from 2005. Terry Gordon seconded. Motion passed as follows:

AYES: Christopher, Gordon, Lee, McKane, Moir, Taylor, Marshall and Walsh (8)

NAYS: None (0)

ABSTENTIONS: Bradley, Johnston, Bradshaw and Gores (4)

ABSENT: Clark and Nichols (2)

**Distribution of Urban Renewal Budget Document**

City Manager Chris Eppley reviewed city financial policies, detailed the major changes in the Urban Renewal Budget from last year in terms of revenues and expenditures - what has happened/what is anticipated - and explained how Urban Renewal works. Mr. Eppley then reviewed the budget message including the Project Fund and the Tax Increment Fund. Community Development Director, Nate Brown, reviewed

projects focusing on Capital Outlay projects identified in the budget and fielded questions regarding the various line items.

Review and deliberation then took place regarding each page of the budget with Mr. Eppley and Ms. Gahlsdorf fielding questions on various line items.

Councilor Nichols moved to approve the Urban Renewal Budget for fiscal year 2006-2007 as amended by the Budget Committee. (There were no amendments.) Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Bradley, Bradshaw, Christopher, Gordon, Gores, Johnston, Lee, McKane, Moir, Taylor, Marshall, Walsh and Nichols (13)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Councilor Nichols moved to receive the full tax increment revenue for the urban renewal district for fiscal year 2006-2007 with no revenues to be received from a special levy. Councilor Walsh seconded. Motion passed unanimously as follows:

AYES: Bradley, Bradshaw, Christopher, Gordon, Gores, Johnston, Lee, McKane, Moir, Taylor, Marshall, Walsh and Nichols (13)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

## **Deliberation of General Fund Budget**

Director Gahlsdorf distributed information on the Peer Court. Chris Eppley voiced enthusiasm for the program and pointed out that with the grant from Marion County, the city's contribution was minimal. Mayor Christopher suggested the director of Peer Court, Cari Emery, give Council an update twice a year. Ms. Gahlsdorf then explained Parks Department Donation Expenditures vs. Donation Revenues.

Councilor Lee noted that he had been informed by Barbara Roberts that the city will be invoiced \$800 for its share of facilitator costs in Youth Compact so that line item should remain in the budget.

Susan Gahlsdorf pointed out an increase in the Hearings Officer retainer fee and reviewed General Fund Budget Committee changes distributing supporting handouts.

Mr. Eppley then reviewed the Stadium Operations Fund and fielded questions.

## **Special Revenue Funds**

Chris explained that this is a Capital Outlay fund which receives revenues from state revenue sharing and utilizes the funds combined with general funds to purchase general items.

Rob Kissler explained that the Parks Department was in need of a new truck and this fund would be the one to provide the funding mechanism. He distributed a handout with 3 different funding options. Committee reviewed the options with deliberations following.

Councilor Walsh moved to approve Option 2 (Purchase vehicle in FY 07 - \$24,000 fiscal impact for FY 07) and reduce the ending fund balance accordingly. Councilor Taylor seconded. Motion passed as follows:

AYES: Bradshaw, Christopher, Gordon, Gores, Johnston, McKane, Moir, Taylor, Marshall, Walsh and Nichols (13)

NAYS: Lee and Bradley (2)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Susan reviewed and explained the Revenue Sharing, PEG, 9-1-1, Housing Funds. Chris Eppley explained that federal legislature is considering taking local jurisdictions' authority to franchise cable and house it at the FCC which would eliminate the city's ability to collect PEG funds and provide service. He encouraged members to contact their local congressman.

Mr. Eppley then explained the funding mechanism of the Keizer Station Local Improvement District with Susan Gahlsdorf adding details and noting that \$6.5 million had been added to revenues and expenditures (lines 4 and 18 of page 87). Mr. Eppley then added more details and fielded questions regarding the Keizer Station LID.

Public Works Director, Rob Kissler, reviewed the Street Fund explaining staffing, completed and planned projects. He directed the committee to line 104 on page 93 which referred to the increased dollar amount for shop building addition and explained that bids were higher than anticipated and the city will be required to provide an elevator in the building. Discussion followed regarding details on the remodel and appealing the elevator requirement. Mr. Eppley suggested that the funds be allocated and the appeal be pursued and if the elevator is not necessary the funds will not be spent.

Councilor Moir noted that motions were in order for increase in the Hearings Officer funding. Councilor Taylor moved to increase the General Fund Hearings Officer line item from \$6600 to \$8400. James Bradshaw seconded. Motion passed unanimously as follows:

AYES: Bradley, Bradshaw, Christopher, Gordon, Gores, Johnston,  
Lee, McKane, Moir, Taylor, Marshall, Walsh and Nichols (13)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Going back to page 87, line 4 and line 18 Councilor Taylor moved to increase Line 4 (page 87) Loan Proceeds to \$6,500,000 and that line 18 reflect that in Capital Outlay to read 7,636,300. Terry Gordon seconded. Motion passed unanimously as follows:

AYES: Bradley, Bradshaw, Christopher, Gordon, Gores, Johnston,  
Lee, McKane, Moir, Taylor, Marshall, Walsh and Nichols (13)

NAYS: None (0)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

Additional review continued with discussion taking place regarding the helmet/bike program, reduction in contractual and engineering services, sweeper costs, street and traffic light utilities, slurry seal vs. overlay and the shop addition/remodel.

Councilor Taylor moved to approve the changes made to the street fund. Donna Bradley seconded.

Councilor McKane questioned if the construction is approved by the Budget Committee would there be any further action required by City Council prior to beginning the construction. He then voiced support of providing space at the new city hall for public works employees rather than having their operations at a different site. He proposed that this be considered prior to the next meeting with discussion continuing at that time and a vote following. Mr. Kissler noted that the public works employees don't really interact with the public at the shop, but take care of office-type business when they are there.

Donna Bradley withdrew her second. Councilor Taylor did not withdraw his motion. Troy Nichols seconded the motion. Motion passed as follows:

AYES: Bradley, Bradshaw, Christopher, Gordon, Gores, Johnston,  
Lee, McKane, Moir, Taylor, Marshall and Nichols (12)

NAYS: Walsh (1)

ABSTENTIONS: None (0)

ABSENT: Clark (1)

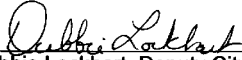
**Other Business**

Next Meetings:

✓ Wednesday, May 24, 2006, 5:45 pm

**ADJOURNMENT**

Meeting was adjourned at 8:04 p.m.



Debbie Lockhart, Deputy City Recorder

**BUDGET COMMITTEE CHAIR**



Approved:

5-22-07