MINUTES

Budget Committee
May 18, 1998
Keizer City Hall
Robert L. Simon Council Chambers
Keizer, Oregon

CALL TO ORDER

Chairman Caillier called the regular meeting to order at p.m. Roll Call was taken as follows:

Present:
Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho, Jerry McGee, Dawn Meier, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen, Al Miller (arrived at 5:35 p.m.)

Absent:
Ted Anagnos, Doug Pilant,

Staff:
Wally Mull, City Manager
Tracy Davis, City Recorder
Susan Gahlsdorf, Finance Director
Dianne Hunt, Human Resource Officer
Rob Kissler, Public Works Director
Marc Adams, Chief of Police

BUDGET MEETING

- **Street Fund**

Responding to questions Mr. Kissler stated regarding the Keizer Levy study that $40,000 was spent out of this year's budget and is coming out of the street fund as a drainage issue.

Mr. Mull indicated that a mistake was made when the budget was put together and that this was placed in the Water Fund instead of the Street Fund and that the City had received confirmation from the auditors to do this.

Mr. McGee requested the overtime listed in the street fund relating to the baseball field be separated and shown as the actual amount used for the ballpark.

Responding to questions, Mr. Mull indicated that the amount of $2786.00 was the amount used for the ballpark last year.

Mr. Keller made the motion to accept the Street Fund as amended. Mr. Nightengale seconded.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **City Hall Facility Fund**

Mr. McGee proposed to transfer the price of the generators to Urban Renewal.

Mr. Mull indicated that the City has spent approximately $8,000 with other expenditures to take place in this budget year to upgrade the facilities.

Mr. Duncan moved to approve the City Hall Utility Fund as written. Mr. Whalen seconded the motion.

There was discussion between the members if the use of Urban Renewal funds was appropriate to fund this project.

Mr. Miller moved to amend the motion and delete from the City Hall Facility Fund the EOC Generator line out of the budget. Mr. Koho seconded the motion.

The amended motion failed as follows:

AYES: Dennis Koho, Al Miller (2)
NAYS: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Jerry McGee, Dawn Meier, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (10)
ABSTENTIONS: None (0)
ABSENT: None (0)

The original motion passed as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Park Improvement Fund**

Mr. Beach moved to accept the Park Improvement Fund as written. Mr. Whalen seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Street Assessments**

Mr. Koho moved that the Street Assessment Fund be accepted as written. Mr. Beach seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Utilities Fund**

Responding to questions Ms. Gahlsdorf stated that the number of billing complaints was due to the staff being unable to be proactive.

Mr. Koho moved to adopt the Utility Fund with the change in sewer billing fee to $99,576. Mr. Nightengale seconded the motion.

Mr. Duncan moved to amend the motion to move Retained Earnings to Contingency. Mr. Whalen seconded the motion.

The amended motion passed as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell,

Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

The motion to pass the Utilities Fund as amended passed as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Water Fund**

Responding to questions Mr. Kissler indicated that the City is required to monitor the wells on a daily basis, this also includes weekends and after business hours.

Mr. Beach moved to accept the Water Fund with removal of the Levy and CCTV. Mr. Nightengale seconded.

Mr. Mull shared that staff is also going to be proposing a transfer of $100,000 from the Water Fund to the Water Facility Replacement Reserve.

Mr. Duncan moved to amend the motion and transfer $100,000 to the Water Facility Replacement Reserve. Mr. McGee seconded the motion.

The amendment to the motion passed as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Ms. Gahlsdorf shared that with the amendment there would be $167,572 in Retained Earnings in the Water Fund.

Mr. Miller moved to amend the removal of $67,572 in Retained Earnings leaving the amount of $100,000 in Retained Earnings increasing Contingency to $117,572. Mr. Koho seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

The motion to accept the Water Fund as amended passed as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Water Facility Replacement Reserve**

Mr. Duncan moved to accept the Water Facility Replacement Reserve as amended. Mr. Keller seconded.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Utilities Assessment Fund**

Mr. Duncan moved to accept the Utilities Assessment Fund as written. Mr. Koho seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)

NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

- **Sewer Reserve**

Mr. Beach moved to accept the Sewer Reserve as written. Mr. Whalen seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Mr. Koho moved to tentatively recommend the approval of the Budget to Council as amended. Mr. Keller seconded the motion.

The motion passed unanimously as follows:

AYES: Carl Beach, Mark Caillier, Gene Clemens, Roy Duncan, Jim Keller, Dennis Koho Jerry McGee, Dawn Meier, Al Miller, Jim Nightengale, Pat Sparks-Tewell, Garry Whalen (12)
NAYS: None (0)
ABSTENTIONS: None (0)
ABSENT: None (0)

Mr. Beach requested that Ms. Gahlsdorf forward on a reprint of the budget to Committee as well as the Council before the Council address the Budget.

AGENDA INPUT

Urban Renewal Budget
May 27, 1998 at 7:00 p.m.
Council Chambers

ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Chairman-Mark Caillier

City Recorder-Tracy Davis

Minutes approved: