

The annual Budget Committee meeting was called to order by Chairman Brent Gifford at 7:08 PM and the Pledge of Allegiance was given.

Budget Committee Members Present:

Adam Pelatt	Robert Grand
Holly Campbell	Jonathan Woodland
Jane Vincent	Sue Sturgess
Dave Stram	Lacey Risdal
Jacob Daniels	
Brent Gifford	Keith Morgan
Vacant Position	Seth Clark

Budget Committee Members Absent

Gary Schweitzer

Staff Present:

Michelle Amberg	City Administrator
Roberta Tharp	City Recorder
Layli Nichols	Finance Director

Press:	1 – Chronicle (Allison)
Audience	2

Chair Brent Gifford excused Gary Schweitzer who could not attend this evening.

Public Comment on the Proposed Budget

Steve Carmichael, resident of Creswell and former Director at Serbu Juvenile Justice Center in Eugene addressed the Council. Mr. Carmichael urged the committee to support the addition of a third deputy for Creswell. During his stint as Interim City Administrator for Creswell he conducted some research on service calls for two vs three deputies. He feels there is a need for the third deputy in order to deal with person to person crimes such as domestic violence, sex crimes, child abuse and drunk drivers. He believes this is a critical issue for the future of Creswell.

There being no other comments from the Public, Chairman Gifford turned the meeting over to Michelle Amberg.

Memo regarding use of Systems Development Charges

Ms. Amberg said as part of the meeting packet an informational memo was included on the Parks Development Fund, System Development Charges and what those fees can be used for. She handed out and reviewed the Phase I and II Capital Improvements as well as future improvements as defined in the Creswell Parks and Open Space Master Plan (page 29 -31). The outlined improvements are what the fees were designed to fund.

Memo regarding sanitary sewer system repair

At the May 16, 2014 Budget Committee meeting, staff was asked to provide cost estimates for the sewer mainline lining project, which addresses inflow and infiltration (I & I), within the City's existing wastewater infrastructure. Public Works Director Cliff Bellew, provided a cost estimate of \$47,000 per block (engineers estimate) to complete the repairs. The memo stated the City has approximately 200 city blocks that could need partial to total repair at a cost of \$9.4 million. Included in the 2014/15 budget, \$168,000 has been identified within the Sewer Capital Improvement Reserve Fund for a portion of this project; \$50,000 of it as a transfer from the Sewer Operating Fund.

Ms. Amberg also passed out an information memo on Cobalt Building Heating Estimates put together by Madeline Phillips. Five quotes were received that ranged from \$19,375 to \$51,300 depending on the type of heating system desired.

Review changes to the proposed FY 2014-15 Budget

Finance Director Layli Nichols reviewed changes proposed by the Budget Committee from the May 16, 2014 meeting.

- Cultural Activities – Moved \$5,000 from Neighborhood Watch line item (Public Safety) to Cultural Activities (page 28)
- Cultural Activities – Moved \$4,000 from Revenue Sharing Fund (transfer in to the General Fund) and a transfer out of the Revenue Sharing Fund
- Planning Services (page 29) – Reduction of Senior Planner – change of appropriations between Materials and Services and Personal Services
- Capital Outlay (page 32) - \$8,000 increase for the Street Light Project
- Water and Sewer Rates (page 37 and 40) – Water and Sewer Collections were increased to reflect the 0.5% rate increase , the offset is reflected in the ending fund balance
- Water Capital Improvement Treatment Plant (page 38) – Line item has been reduced to \$21,100 due to the completion of a shed scheduled to be built during the 2014/2015 budget year but the project has already been completed.
- Salary Range Information (page 60) was added at the request of the committee.
- Supplemental information throughout the document has been updated to reflect the proposed changes

A brief discussion ensued in regards to the addition of an expiration date to the Fund Balance and Reserves Policies/Debt Services (page 61 - #3). Ms. Amberg explained that information is typically outlined in the term of the loan or a bond. Ms. Nichols suggested rewording the policy to include the verbiage: without borrowing and fund any required debt service reserves, as stipulated within debt service documents.

Councilor Campbell asked if the addition of a third deputy and the provisions of a Public Safety Fee were included in this budget. Chairman Gifford responded that both items were included and Ms. Amberg reminded everyone that this issue is set to come before the Council for action at their June 9, 2014 meeting.

Councilor Daniels asked for Councilors thoughts on the Public Safety Fee as he is not in favor of an additional fee and will not be voting to move this budget forward to the Council for approval. Councilor Vincent asked if at this time staff knew what the fee would be. Ms. Amberg responded that we currently don't know the amount of a proposed fee and used rough numbers. Staff is working on refining the fee structure and calculation and feels at this time the fee could be in the \$7 to \$9 range.

Formal recommendation to the governing body, to either approve the budget as presented or as amended

Adam Pelatt moved Keith Morgan seconded that the Budget Committee for the City of Creswell recommend approval of the proposed budget for the 2014-2015 Fiscal year in the amount of \$17,728,053 as amended. Voted on and the motion carried with everyone voting in favor except Councilor Daniels who voted in opposition.

Formal approval of the ad valorem tax rate of 2.6705 per \$1,000 of assessed value to be certified by the tax assessor

Adam Pelatt moved Jacob Daniels seconded that the Budget Committee for the City of Creswell recommend approval of property taxes for the 2014-2015 Fiscal year at the rate of \$2.6705 per \$1,000 of assessed value for operating purposes in the General Fund. Voted on and the motion carries unanimously.

State Shared Revenue

Jacob Daniels moved Jane Vincent seconded to approve the State Shared Revenue Funds as presented in the 2014/2015 budget. Voted on and the motion carries unanimously.

Ms. Amberg thanked the Committee for taking the time to serve the City and providing great input which resulted in good discussions regarding the budget.

City of Creswell
Budget Committee Meeting
May 20, 2014

Chair Brent Gifford reminded everyone that on June 9, 2014 the City Council will be taking up the topic of the third deputy. He welcomed the public to attend and provide their input.

There being no further discussion, Chair Brent Gifford adjourned the meeting at 7:40 pm.



Roberta J Tharp, City Recorder



Chair of Budget Committee