City of Creswell
City Council Budget Hearing Minutes
June 22, 2015

Council Present:		Staff Present:	
Holly Campbell	Richard Heyman	Michelle Amberg	City Administrator
Adam Pelatt	Ted Romoser	Roberta Tharp	City Recorder
Dave Stram	Jane Vincent	Christy Wurster	Interim Budget Director
		Jim Piper	Interim Finance Director
		Maia Hardy	RARE Intern

Council Absent:	1	Omar Bowles
Press:	1	Creswell Chronicle - Scott Olson
Audience:	4	

The Creswell City Council's Special Meeting/Budget Hearing was called to order by Mayor Dave Stram at 6:04 pm and the Pledge of Allegiance was given.

Public Hearings

Proposed Uses of State Revenue Sharing Funds

Mayor Stram opened the Public Hearing at 6:07 pm on the Proposed Uses of State Revenue Sharing Funds There being no public comments, Mayor Stram closed the Public Hearing at 6:08 pm.

Fiscal Year July1, 2015 - June 30, 2016 Budget

Mayor Stram opened the Public Hearing at 6:09 pm on the Fiscal Year July1, 2015 to June 30, 2016 Budget. There being no public comments, Mayor Stram closed the Public Hearing at 6:10 pm.

Annual and Budget Resolutions

A. Resolution 2015-18 A Resolution Adopting Budget, Making Appropriations and Categorizing and Levying Ad Valorem Taxes

A discussion ensued as to whether or not the budget can be amended at this time. Ms. Amberg noted that the purpose of this meeting is to complete the final approval of the budget. The Council is allowed to make some changes to the budget if they so desire. Ms. Wurster responded that the Council is allowed to make amendments to the budget document up to ten percent as allowed by budget law. She asked them to keep in mind they will be adopting the resolutions as part of this meeting and if changes are made to the budget, amendments will need to be reflected in the corresponding resolutions.

Councilor Vincent reported there are five outstanding Community Contributions Grants that the Cultural Committee is reviewing. One of the grants needs to be sent back to the applicant for additional information and the other four have not been approved for this fiscal year as of this meeting. She continued by noting the money is in the budget but the committee has not got them reviewed. She would like to transfer the money from this fiscal year's budget and transfer it to next year's so the committee can review and approve the grants that are outstanding. She would like to increase the line item for Community Contributions to $20,000 to cover those grants plus have money for the 2015/2016 fiscal year.

Ms. Wurster noted the correction to the budget document (page 39) in the Community Contributions line item from the proposed $10,000 to the approved $14,000. With this change came amendments on additional pages:

- Page 15 Page 29 Page 30 Page 31 Page 45 Page 63
- Page 80 Page 107 and Page 114

She noted that every time a change is made within the budget there are corresponding changes that happen throughout the supporting documentation.

Ms. Wurster provided the Council with their options to increasing the line item from $14,000 to $20,000:

- Do Nothing – leave the Community Contributions line item at $14,000
- Approve the document as it is printed and prepare a supplemental budget during next fiscal year based on the applications that are received

- Amend the budget tonight by increasing the appropriation from $14,000 by an additional $6,900 and reducing the contingency in the general fund to accommodate the change
- Increase the Community Contributions line item by $6,900 and decrease another line item within that materials and services budget by the same amount to maintain a balance in the budget

Ms. Wurster noted the staff recommendation would be to wait and do a supplemental budget next year.

Councilor Campbell stated that she would like to support Councilor Vincent's proposal to increase the Community Contributions line item to reflect $20,900 and decrease the contingency fund by $6,900. She noted if we approve the five grants at the beginning of the fiscal year, it will deplete that line item.

Mayor Stram stated he is in favor of waiting and doing an appropriation during next fiscal year to see what other grants will be submitted. He noted that maybe the committee should place a deadline on the applications such as March 1st in order for them to be processed prior to year-end.

Ms. Amberg noted the committee has not decided whether or not to award a grant to the outstanding applicants. The committee can review those applications and determine if they will be awarded a grant and should the money run short, the committee can always make a recommendation to the Council to increase the line item in a supplemental budget.

Councilor Pelatt recommended we follow Ms. Wurster's suggestion and do a supplemental budget when the time comes. We have a budget that has been recommend by the committee and this doesn't have to change this tonight.

Councilor Campbell asked how the grant awards would be handled in the next fiscal year. Would they be dealt with on an individual basis when they are received or would the committee review them after collecting so many. Ms. Amberg recommended that we have this discussion at a later time when the applications are received.

Councilor Heyman noted that he feels discussion of the budget shows that the Council is not rubber stamping it and agrees with Councilor Pelatt.

Councilor Heyman moved, Councilor Romoser seconded to approve Resolution 2015-18, A Resolution Adopting Budget, Making Appropriations and Categorizing and Levying Ad Valorem Taxes as presented. Voted on and the motion carries unanimously.

B. Resolution 2015-19 A Resolution Declaring the City's Election to Receive State Revenues

Councilor Romoser moved, Councilor Vincent seconded to approve Resolution 2015-19, A Resolution Declaring the City's Election to Receive State Revenues as presented. Voted on and the motion carries unanimously.

C. Resolution 2015-20 A Resolution Regarding State Revenue Sharing Funds

Councilor Campbell moved, Councilor Vincent seconded to approve Resolution 2015-20, A Resolution Regarding State Revenue Sharing Funds as presented. Voted on and the motion carries unanimously.

D. Resolution 2015-21 A Resolution Extending the City of Creswell's Worker's Compensation Coverage to Volunteers of the City of Creswell

Mayor Stram asked for clarification on who is covered by this workers compensation coverage. Ms. Amberg explained the workers compensation coverage is only for volunteers during the time that they are doing city business, (City Council meetings, committee meetings, training sessions and conferences).

Councilor Campbell asked about the volunteers who water the trees in Garden Lake Park. Ms. Amberg responded that volunteers must keep track of their hours and complete a safety class.

Councilor Vincent moved, Councilor Campbell seconded to approve Resolution 2015-21, A Resolution Extending the City of Creswell's Worker's Compensation Coverage to Volunteers of the City of Creswell as presented. Voted on and the motion carries unanimously.

E. Resolution 2015-22 A Resolution Adopting the Pay Scales for Fiscal Year 2015-16 for the City of Creswell.

Councilor Romoser moved, Councilor Vincent seconded to approve Resolution 2015-22, A Resolution Adopting Salary Ranges for the 2015-2016 Fiscal Year as presented. Voted on and the motion carries unanimously.

F. Resolution 2015-23 A Resolution Establishing the Street Capital Improvement Reserve Fund.

Councilor Pelatt moved, Councilor Vincent seconded to approve Resolution 2015-23 A Resolution Establishing the Street Capital Improvement Reserve Fund as presented. Voted on and the motion carried unanimously.

G. Resolution 2015-24 A Resolution Adjusting the Basic Rental Fees Set Forth in Existing Airport Leases Between the City of Creswell and Individual Lessees of Property Located on Hobby Field Airport and Rescinding Resolution 2015-14.

Councilor Heyman moved, Councilor Vincent seconded to approve Resolution 2015-24 A Resolution Adjusting the Basic Rental Fees Set Forth in Existing Airport Leases Between the City of Creswell and Individual Lessees of Property Located on Hobby Field Airport and Rescinding Resolution 2015-14. Voted on and the motion carries unanimously.

Adjournment

There being no further business to come before the council, Mayor Stram adjourned the Special Meeting/Budget Hearing at 6:49 pm.

Roberta J Tharp, City Recorder

Dave Stram, Mayor