



Fire Department Meeting room  
285 NE Burgess Rd  
Toledo, Oregon 97391  
6:00 p.m.

TOLEDO BUDGET COMMITTEE  
**Regular Meeting – via Zoom meeting platform**  
April 29, 2020

**Virtual Meeting:** Due to the governor’s “Stay Home, Stay Healthy” order, the Budget Committee will meet at the Fire Department Meeting room to practice social distancing and hold the meeting through the Zoom video meeting platform. The public is invited to attend the meeting electronically. E-mail [lisa.figueroa@cityoftoledo.org](mailto:lisa.figueroa@cityoftoledo.org) to receive the meeting login information.

**Public Comments:** The Budget Committee may take limited verbal comments during the meeting. Written comments may be submitted by email to [lisa.figueroa@cityoftoledo.org](mailto:lisa.figueroa@cityoftoledo.org). Comments received will be shared with the Budget Committee and included in the record.

1. **Call to Order and Introductions**
2. **Elect Chairperson**
3. **Elect Vice-Chair**
4. **Approval of Minutes**  
Consider minutes from the meetings held May 29, 2019, June 3, 2019 and February 5, 2020
5. **Consider Committee procedures and process for meetings**
  - Review meeting dates and times, determine review and modification procedures
6. **Presentation of the Fiscal Year 2020-2021 Budget Message**
7. **Adjournment**

Comments submitted in advance are preferable. Comments may be submitted by phone at 541-336-2247 extension 2060 or by e-mail at [lisa.figueroa@cityoftoledo.org](mailto:lisa.figueroa@cityoftoledo.org).

Pursuant to ORS 294.426(7), the proposed budget for Fiscal Year 2020-2021 will be available to the public after the Budget Committee receives the proposed budget. A copy of the proposed budget will be available for review [**currently by appointment only**] Monday through Thursday 8:00 am to 5:00 pm at the Toledo City Hall, located at 206 North Main Street. It is also available on the City website at [www.cityoftoledo.org](http://www.cityoftoledo.org).

**TOLEDO BUDGET COMMITTEE**  
**REGULAR MEETING**  
 May 29, 2019  
 6:00 p.m.

**1. CALL TO ORDER**

Chairperson Gerttula called the meeting to order at 6:03 p.m.

Present	Absent	
X	_____	Gregg Harrison
X	_____	Heather Jukich
_____	_____	Larry Davis
X	_____	Betty Kamikawa
X	_____	Karen Gerttula
X	_____	Bill Dalbey
X	_____	Jim Chambers
_____	_____	Jackie Kauffman
_____	_____	Stu Strom
X	_____	Polly Chavarria
X	_____	Joshua Smith
X	_____	Randy Getman
X	_____	Tracy Mix
X	_____	Rod Cross

Staff present: City Manager (CM) Craig Martin, Public Works Director (PWD) Mike Adams, Finance Director (FD) Judy Richter, Police Chief (PC) Dave Enyeart, Library Director (LD) Deborah Trusty, Interim Co-Fire Chief (IFC) Larry Robeson, Interim Co-Fire Chief (IFC) Dave Inman, City Recorder Lisa Figueroa and City Attorney (CA) David Robinson

**2. APPROVAL OF MINUTES**

It was noted May 16, 2019 should list Chairperson Gerttula. There were no other amendments noted. Member Cross moved to approve the Minutes of May 16, 2019 as amended. Member Dalbey seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
		Joshua Smith	
Randy Getman			
Tracy Mix			
Rod Cross			

*\*A copy of the detailed amendments to the proposed budget [budget worksheets] is included with the archived permanent record and available for review upon request*

1 Member Mix moved to approve the Minutes of May 23, 2019 as amended. Member Smith seconded the  
 2 motion and it carried as follows:  
 3

AYE	NAY	ABSTAIN	ABSENT
		Gregg Harrison	
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

4  
 5 Member Kauffman arrived at 6:20 p.m.  
 6

7 **3. CONTINUE REVIEW/DISCUSSION OF THE BUDGET\***

8 The Committee discussed their procedure for the evening.  
 9

10 Member Mix moved the Committee take two breaks; one at 7:30 and one at 9:00 p.m. Member Cross  
 11 seconded the motion and it carried as follows:  
 12

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

13  
 14 The Committee reviewed the budget and FD Richter was prepared to make adjustments as approved by the  
 15 Committee. FD Richter noted if the changes are out of balance, they can make adjustments on the  
 16 unappropriated funds on page 39.  
 17

18 Page 17: Member Chavarria suggested amendments to the following line items; #400200, Current taxes;  
 19 #401750, Street Light Utility Fees; #402200, State Liquor Fees and #402700, Refunds & Misc.

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1 Member Mix moved to amend the estimated actual total for 2018-2019 to \$5,512,101.00. Member  
 2 Kamikawa seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

4  
 5 Member Chavarria suggested an amendment to line item #504700, Social Security. Member Cross moved  
 6 to accept the changes on page 19. Member Kamikawa seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

8  
 9 Page 21: Member Chavarria suggested amendments to the following line items; #501500 Overtime;  
 10 #504700 Social Security; #504800 Health Insurance #504850 Personal Holiday; #504900 Workers' Comp  
 11 and #505000 Retirement.

12  
 13 Member Mix moved to accept the estimated actual total of \$1,499,379.00 including the changes on page  
 14 21. Member Kamikawa seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis

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Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

1  
2 Page 24: Member Chavarria suggested amendments to the following line items; #500034, Division Fire  
3 Chief; #501400, Call Time; #504850, Personal Holiday; #600220, Communication Services, #607500,  
4 Special Purchases and #608100, Contract & Other Services. Member Mix moved to make the proposed  
5 changes to the Fire estimated actual totals at \$682,752.00. Member Kauffman seconded the motion and it  
6 carried as follows:  
7

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
		Heather Jukich	
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

8  
9 Page 30: Member Chavarria suggested amendments to the following line items; #500057, Muni/Grounds  
10 Maint Worker; #500068, Custodian; #504700, Social Security; #504800, Health Insurance and #505000,  
11 Retirement. Member Mix moved to adopt the changes to the 2018-2019 Estimated Actuals for the General  
12 Fund of expenditures for Property Maintenance totaling \$203, 195.00. Member Smith seconded the motion  
13 and it carried as follows:  
14

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			

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			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

1  
2 Page 34: There were no amendments suggested to this page.

3  
4 Page 38: There were no amendments suggested for this page.

5  
6 Page 39: Member Mix suggested an amendment to the following line item; #500024, Information Systems  
7 Admin. Member Mix moved to adopt the changes to the General Services Total Estimated Actual Total of  
8 \$332,628.00. Member Cross seconded the motion and it carried as follows:  
9

AYE	NAY	ABSTAIN	ABSENT
			Gregg Harrison
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

10  
11 The Committee returned to page 17 to review the 2019-2020 proposed budget. Member Chavarria  
12 suggested amendments to the following line items; #400200, Current Taxes; #400300, Delinquent Taxes;  
13 #401700, Garbage Franchise and #401700, Electric Franchise. There was discussion in regards to adjusting  
14 the street light utility fee perhaps by reducing the fee and then designating a fee/funds to the Sewer Funds.  
15 Member Cross moved to accept the changes to the proposed 2019-2020 General Fund Revenue to  
16 \$5,578,446.00. Member Mix seconded the motion and it carried as follows:  
17

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			

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Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

1  
2 Page 19: Member Cross moved to increase Line Item 001-1000-500055 by \$57,000 to \$57,000 and decrease  
3 Line Item 001-900-800100 on page 39 the corresponding amount. Member Mix seconded the motion.  
4 Member Cross indicated his motion is to hire an additional staff person at .80 FTE. There was discussion  
5 about the motion. After further discussion, Member Cross withdrew his motion.  
6

7 Member Chavarria suggested amendments to the following line items; #500084, Assistant Planner and  
8 #501500, Overtime. Member Mix moved to accept the changes proposed 2019-2020 General Fund  
9 Expenditures. Member Harrison seconded the motion and it carried as follows:  
10

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

11  
12 Page 22: The Committee suggested amendments to the following line items; #5015000, Overtime; #504700  
13 Social Security; and #601500, Gas Oil & Tires. Member Mix to adopt the proposed changes to the General  
14 Fund Expenditures for Police totaling \$1,604,950.00. Member Jukich seconded the motion and it carried  
15 as follows:  
16

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			

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Rod Cross			
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The Committee recessed for a break at 7:30 p.m. and reconvened at 7:40 p.m.

Page 24: There were no changes suggested for this page.

Page 30: Member Mix moved to increase line item 001-650-601500 on page 30 by \$550 for a total of \$6,050 and decrease line item 01-650-600400 on page 30 by \$550 for a total of \$24,450. There was discussion in regards to the motion and Member Mix withdrew her motion.

The Committee made suggested amendments to the following line items so the Personnel Services totals appropriately. Member Cross moved to approve the changes made to the Property Maintenance 2019-2020 proposed line items. Member Kamikawa seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

Page 34: There were no amendments suggested changes to this page.

Page 38: Member Mix moved to adjust the equipment category for the General Fund Expenditures up from \$20,000 to \$25,000 and that will bring the 2019-2020 proposed Municipal Court total to \$68,666. Member Kauffman seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			

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Tracy Mix			
Rod Cross			

1  
2 Page 39: FD Richter indicated she is concerned the audit may not be completed by May in order for the  
3 City to pay for it. She requested the Committee appropriate \$13,000 for audit services. The Committee  
4 deliberated whether \$13,000 is enough. Member Chavarria moved to change the Estimated Actual for Audit  
5 Services to \$0 in fiscal year 18-19, raise the appropriation for 19-20 for audit services to \$30,000, and raise  
6 the beginning fund balance on page 17 line item #400100 proposed by increasing it by \$14,000. Member  
7 Cross seconded the motion and it carried as follows:  
8

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

9  
10 There was discussion about appropriating money for Code Enforcements abatements and video recording  
11 Council meetings and considered appropriating it into a fund such as special purchases, etc. so the Council  
12 could be able to make policy decisions in the future for those circumstances. There was a suggestion to  
13 reduce the revenue and increase the contingency to balance the funds. Member Harrison moved to adopt  
14 the General Fund as amended. Member Jukich seconded the motion and it carried as follows:  
15

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

16 The Committee continued to page 22 of the budget and Member Chavarria suggested the following  
17 amendments; #402550, 911 Excise Tax estimated actual; #402550, 911 Excise Tax 2019-2020 proposed;

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1 and corresponding change in the equipment line item #620500. Member Mix moved to accept the changes  
 2 to the 911. Member Harrison seconded the motion and it carried as follows:  
 3

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

4  
 5 The Committee proceeded to page 31. Member Mix moved to decrease the 2018-2019 Estimated Actual  
 6 #621660, Parks by \$34,000 and decrease #621700, Library by \$60,000, which will increase the beginning  
 7 fund balance by \$94,000 and further moved to increase the proposed on the parks side \$34,000 and add  
 8 \$60,000 in Library. Member Chavarria noted the Property Maintenance Fund was closed several years ago  
 9 and suggested next year the entire transfer should reflect \$62,500 under Transfer from General and zero for  
 10 Property Maintenance Fund. Member Mix withdrew her motion. There was discussion in regards to  
 11 changing the proposed interest. Member Cross moved to adopt the changes that have been made to the  
 12 Building & Property Reserve Fund. Member Mix seconded the motion and it carried as follows:  
 13

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
	Polly Chavarria		
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

14  
 15 Page 35: There were no amendments to page 35.

16  
 17 Page 40: The Committee discussed amending the Estimated Actual and Proposed Interest similar to the  
 18 Building & Property Fund. There were suggested amendments to the proposed Transfer from General Fund

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1 and Disaster Preparedness line items. Member Cross moved to accept the changes to the Interest and  
 2 Disaster Preparedness proposed line items. Member Mix seconded the motion and it carried as follows:  
 3

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
	Polly Chavarria		
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

4  
 5 Page 43: Member Mix suggested amending the estimated actual and proposed Interest in the Public Works  
 6 Reserve Fund. Member Chavarria suggested amendments to the Transfer line items and PWD Adams  
 7 suggested the Committee review the Enterprise Funds before making any adjustments to this page because  
 8 these numbers could be impacted by any changes to the Enterprise Fund.  
 9

10 The Committee referred to page 45. Member Chavarria suggested amendments to the following line items  
 11 under the Estimated Actuals column; #400400, Interest; #401300, Natural Gas Franchise; #401400,  
 12 Telephone Franchise; #401500, Television Franchise; #401600 Garbage Franchise; #401700, Electric  
 13 Franchise; #402400, Oregon State Highway Tax and #403600, Road Maintenance Fees. She suggested  
 14 amendments to the following line items under the 2019-2020 proposed column; #400400, Interest;  
 15 #401400, Telephone Franchise; #401600 Garbage Franchise; #401700, Electric Franchise and #402400,  
 16 Oregon State Highway Tax and noted the beginning balance would have to be amended as well.  
 17

18 The Committee recessed for a break at 8:55 p.m. and reconvened at 9:05 p.m.

19  
 20 Member Chavarria moved to accept the changes made to the Streets Revenue Fund. Member Mix seconded  
 21 the motion and it carried as follows:  
 22

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			

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Tracy Mix			
Rod Cross			

1  
2 Page 46: Member Chavarria suggested amendments to the following line items under the Estimate Actual  
3 column; #500018, Finance Director; #500024 Information Systems Admin; #500030, PW Crewleader;  
4 #500045, Equipment Maint Mech; #500046, Main worker/Equip Op; #500054, Muni Maint Worker II;  
5 #500057, Muni/Maint Worker, #501400, Call Time; #504700 Social Security; #504800, Health Insurance;  
6 #504900, Workers' Comp; #505000, Retirement; #600420, Systems Repair; #608175, Street Sweeping and  
7 #620520, Systems. She suggested the following amendments under the 2019-2020 proposed column;  
8 #500084, Assistant Planner; #601700, Insurance; #608100, Contract & Other Services; #620520, Systems;  
9 #620540 Road Maintenance Expenditures and #631000, Transfer to PW Equip Reserve.

10  
11 Member Chavarria moved to approve as amended including the beginning fund balance in the Revenue  
12 section. Member Kamikawa seconded the motion and it carried as follows:  
13

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

14  
15 Page 47: Member Chavarria suggested amendments to the following line items; [Estimated Actual]  
16 #400400, Interest; [2019-2020 proposed] #400400, Interest and # 608100, Contract & Other Services. The  
17 Committee discussed the amendments and amended line items #620520, Systems and #631850, Transfer  
18 to Street Reserve on page 46. Member Chambers moved to decrease #620520, Systems to \$2 million and  
19 increase #631850, Transfer to Street Reserve to \$184,314.00 [page 46]. Member Mix seconded the motion  
20 and it carried as follows:  
21

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			

Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

1  
2 Page 47: Member Cross moved to adopt the changes as noted on the Street Reserve Fund. Member Mix  
3 seconded the motion and it carried as follows:  
4

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

5  
6 Page 50: Member Chavarria suggested amendments to the following line items under the Estimated Actual;  
7 #400400, Interest; #403700, Sale of Water; #403800, Meter Charges-Connection Fees and #405380, Rents  
8 & Leases. She made the following amendments to the 2019-2020 Proposed column; #400400, Interest;  
9 #402730, Haulable Water; #403700, Sale of Water; #405380, Rents & Leases. Member Mix moved to  
10 accept the changes to the 2018-2019 Estimated Actual and the 2019-2020 Proposed for the Water Fund  
11 Revenue. Member Kauffman seconded the motion. Member Mix amended her motion to approve that  
12 minus the beginning fund balance. Member Kauffman seconded the amended motion and it carried as  
13 follows:  
14

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

1 Page 51: Member Chavarria suggested changes to the following line items [Estimated Actual column];  
 2 #504800, Health Insurance; #504900, Workers' Comp; #505000, Retirement and amendments within the  
 3 2019-2020 Proposed column included; #500084, Assistant Planner; #505000, Retirement; #631800,  
 4 Transfer to Water Reserve; and #640100 Contingency. Member Mix moved to accept the proposed changes  
 5 to the Water Fund Expenditures on page 51. Member Dalbey seconded the motion and it carried as follows:  
 6

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

7  
 8 Member Chavarria noted budget law allows a fund to maintain only one contingency, but this fund has two  
 9 and it was recommended to consolidate it into the second contingency.

10  
 11 Page 52: Member Chavarria suggested the following amendments to the 2018-2019 Estimated Actual  
 12 column; #500054, Muni Maint Worker II; #500057, Muni/Grounds Maint Worker; #504800, Health  
 13 Insurance; #505000, Retirement and the amendments to the 2019-2020 Proposed column included;  
 14 #500084, Assistant Planner; #600220, Communication Services; #601500, Gas, Oil & Tires; #601700,  
 15 Insurance and #603980, H2O program Expenses. The Committee reviewed the changes, increased #600700,  
 16 Memberships and Subscriptions and designated the rest into Transfer to Water Reserve. Member Cross  
 17 moved to accept the changes as noted to the Water Fund, Water Distribution on page 52. Member Mix  
 18 seconded the motion and it carried as follows:  
 19

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

*\*A copy of the detailed amendments to the proposed budget [budget worksheets] is included with the archived permanent record and available for review upon request*

1  
2 There was a consensus of the Committee to meet on Monday, June 3 at 6:00 p.m. Member Getman indicated  
3 he would not be available.

4  
5 Page 53: Member Chavarria suggested the following amendments to the 2018-2019 Estimated Actual  
6 column; #400400, Interest and amendments to the 2019-2020 Proposed column included; #400400,  
7 Interest; #400600 Transfer from Water. Member Mix moved to accept the changes to the Water Reserve  
8 Fund. Member Cross seconded the motion and it carried as follows:  
9

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
			Larry Davis
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
	Jim Chambers		
Jackie Kauffman			
			Stu Strom
Polly Chavarria			
Joshua Smith			
Randy Getman			
Tracy Mix			
Rod Cross			

10  
11 **4. PUBLIC COMMENT ON THE PROPOSED FISCAL YEAR 2019-2020 BUDGET**

12 There were no comments.

13  
14 **5. ADJOURNMENT**

15 The meeting adjourned at 9:38 p.m.

16  
17 Respectfully Submitted,

18  
19  
20  
21 \_\_\_\_\_  
22 City Recorder Lisa Figueroa

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**TOLEDO BUDGET COMMITTEE  
REGULAR MEETING**

June 3, 2019  
6:00 p.m.

**1. CALL TO ORDER**

Chairperson Gerttula called the meeting to order at 6:03 p.m.

Present	Absent	
X	_____	Gregg Harrison
X	_____	Heather Jukich
X	_____	Larry Davis
X	_____	Betty Kamikawa
X	_____	Karen Gerttula
X	_____	Bill Dalbey
X	_____	Jim Chambers
_____	X	Jackie Kauffman
_____	X	Stu Strom
X	_____	Polly Chavarria
X	_____	Joshua Smith
_____	X	Randy Getman
X	_____	Tracy Mix
X	_____	Rod Cross

Staff present: City Manager (CM) Craig Martin, Public Works Director (PWD) Mike Adams, Finance Director (FD) Judy Richter, Police Chief (PC) Dave Enyeart, Library Director (LD) Deborah Trusty, Interim Co-Fire Chief (IFC) Larry Robeson, Interim Co-Fire Chief (IFC) Dave Inman, City Recorder Lisa Figueroa and City Attorney (CA) David Robinson

**2. CONTINUE REVIEW/DISCUSSION OF THE BUDGET\***

Chair Gerttula indicated FD Richter provided handouts to the Committee for review. FD Richter referred to the General Fund-Fire handout [page 24] and noted following the last meeting, she reviewed the numbers for accuracy and found there was a \$12,000 expenditure approved for equipment. She said it did not get included into the line item and the offset of that is on page 39, where she adjusted the contingency line by \$12,000. Member Chavarria moved to accept the correction of \$12,000 on page 24 for Fire and the reduction in contingency for the same amount. Member Cross seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman

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Tracy Mix			
Rod Cross			

1  
2 Member Mix moved that the Budget Committee it out of the meeting by 7:30 p.m. It was seconded and  
3 Member Mix withdrew her motion.  
4

5 Page 56: The Committee asked clarification questions in regards to billing and winter averaging.  
6

7 Member Mix moved to raise interest to \$950 in the 2018-2019 Estimated Actual and 2019-2020 Proposed  
8 columns. Member Smith seconded the motion. The Committee deliberated and following discussion,  
9 Member Mix withdrew her motion. The Committee continued through the budget.  
10

11 Page 57: Member Chavarria suggested the following amendments to the 2018-2019 Estimated Actual  
12 column; #501500, Overtime; #504800, Health Insurance; #505000, Retirement and recommended the  
13 Committee make an adjustment to the Transfer to PW Reserve. The Committee reviewed the fund and  
14 amended the 2018-2019 Estimated Actual and 2019-2020 Proposed line item #600210, Electricity. Member  
15 Chavarria noted an amendment to line items #500084, Assistant Planner and #601700, Insurance under the  
16 2019-2020 Proposed column and #640100, Contingency should be zero. There were additional amendments  
17 to line items ##631160 Transfer to PW Reserve in the 2019-2020 Proposed column.  
18

19 Page 58: Member Chavarria suggested amendments to #500054, Muni Main Worker II; #500057,  
20 Muni/Grounds Main Worker; #501400, Call Time; #504800, Health Insurance; #600210, Electricity;  
21 #607500, Special Purchases; #608100, Contract & Other Services under the Estimated Actual column.  
22 PWD Adams suggested decreasing #620500, Equipment to \$10,000. Member Chavarria suggested the  
23 following amendments to the 2019-2020 Proposed column; #500084, Assistant Planner; #601700,  
24 Insurance and #640100, Contingency. PWD Adams indicated the Committee could zero out the proposed  
25 \$38,000 under line item #709000, CWSRF Loan because it is for a future project and may not need to be  
26 paid until the following fiscal year. FD Richter asked for clarification in the Sewer Charge Revenue.  
27

28 The Committee recessed for a break at 7:10 p.m. and reconvened at 7:20 p.m.  
29

30 FD Richter indicated there is more expenditures than revenue. Member Chavarria proposed they add  
31 \$30,000 to the Sewer charges and allocate the balance into Contingency. After further discussion, the  
32 Committee made amendments to the Transfers line items. Member Mix moved to accept the changes on  
33 pages 56-58. Member Cross seconded the motion and it carried as follows:  
34

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			

*\*A copy of the detailed amendments to the proposed budget [budget worksheets] is included with the archived permanent record and available for review upon request*

Rod Cross			
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The Committee returned to page 43 and reviewed the amendments. Member Chavarria suggested decreasing #620500, Buildings to \$100,000 and #620510, Buildings to zero, which would change the beginning fund balance.

Member Chavarria moved to accept the changes on page 43 in the Public Works Reserve. Member Cross seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

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Page 59: Member Chavarria suggested amendments to line items #405400, Loan/Grant Proceeds; #608400, DEQ/MAO Loan Expenditures and #620550, I & I Improvement under the 2018-2019 Estimated Actual and then make them \$2 million under the 2019-2020 Proposed column. The Committee amended #400400, Interest in the 2018-2019 Estimated Actual column and the 2019-2020 Proposed column. Member Smith moved to change the interest to \$2,000. Member Cross seconded the motion and after further discussion Member Smith withdrew his motion. Member Mix moved to accept the changes to the Sewer Reserve Fund. Member Smith seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

18

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1 Page 62: There were amendments to line items #701000, 2005 GO Principal and #711000, GO Interest  
 2 under the Estimated Actual column and 2019-2020 Proposed column. Member Chavarria moved to accept  
 3 the proposed changes on page 62. Member Cross seconded the motion and it carried as follows:  
 4

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

5  
 6 There were no suggested amendments to pages 63-65. Member Chavarria noted on there would be a \$600  
 7 change to line item #402400, Oregon State Highway Tax under the 2019-2020 Proposed column on page  
 8 66. Member Cross moved to accept the change. Member Mix seconded the motion and it carried as follows:  
 9

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

10  
 11 Page 67: The Committee amended line items #400400, Interest in the 2018-2019 Estimated Actual and line  
 12 items #400400, Interest; #620600, Water Systems; #620610, Wastewater Systems, #620620 Storm Drain  
 13 Systems and #620630 Transportation Systems under the 2019-2020 Proposed column. Member Cross  
 14 moved to accept the changes. Member Mix seconded the motion and it carried as follows:  
 15

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			

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Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

1  
2 There were no amendments to pages 68-69.

3  
4 Page 70: The Committee made amendments to line items #400100, Beginning Fund balance and #400400  
5 Interest under the 2018-2019 Estimated Actual column and the 2019-2020 Proposed column. Member  
6 Chavarria moved to accept the changes on page 70. Member Mix seconded the motion and it carried as  
7 follows:  
8

AYE	NAY	ABSTAIN	ABSENT
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

9  
10 There were no amendments to page 71.

11  
12 **3. PUBLIC HEARING REGARDING PROPOSED FISCAL YEAR 2019-2020 BUDGET AND**  
13 **STATE SHARED REVENUES**

14 CM Martin explained the Public Hearing process.

15  
16 Chair Gerttula opened the public hearing at 7:55 p.m. to take public testimony on the proposed Fiscal Year  
17 2019-2020 Budget and State Shared Revenues.

18  
19 After hearing no comments, Chair Gerttula closed the Public Hearing at 7:56 p.m.

20  
21 **4. BUDGET APPROVAL**

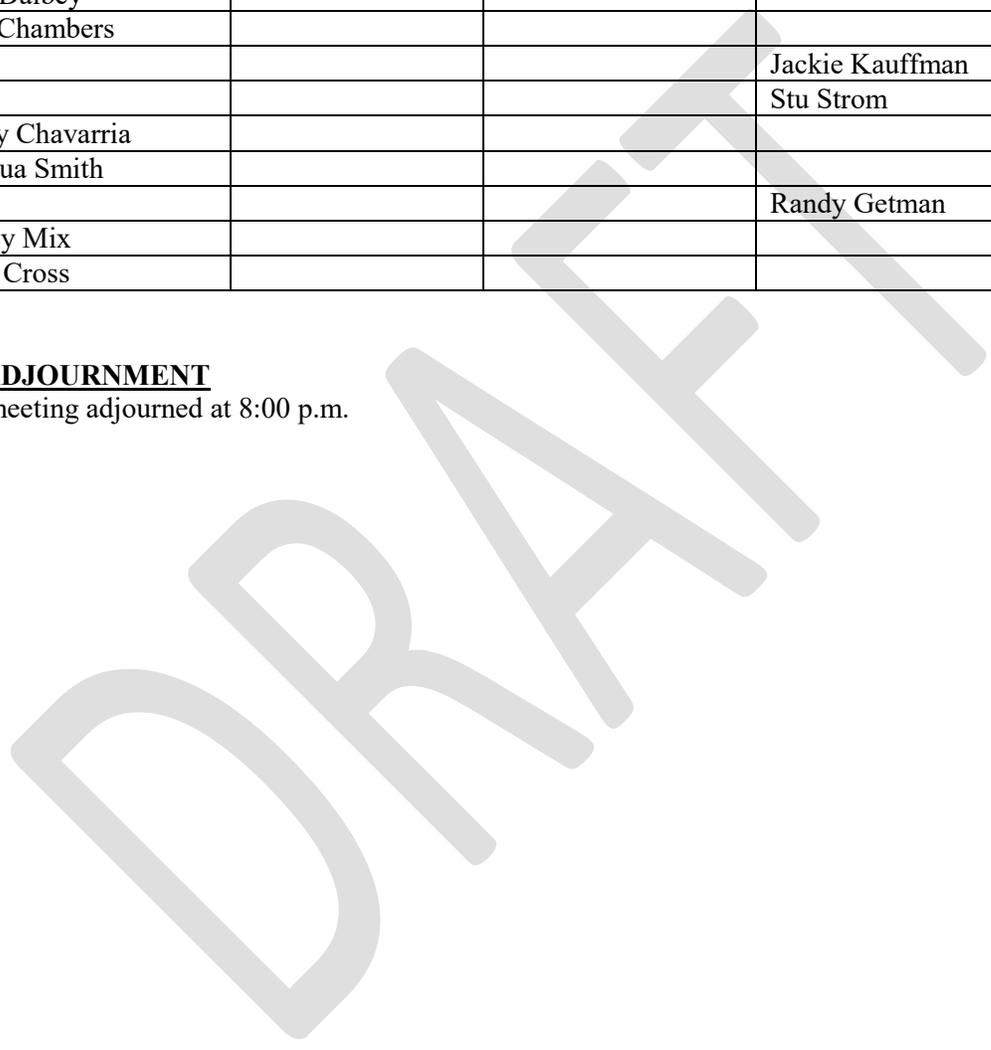
22 Member Jukich moved to approve the budget as amended by the Budget Committee for Fiscal Year 2019-  
23 2020 in the amount of \$20,580,058.00, approve a tax rate of \$5.18 per \$1,000 assessed value, \$171,950 in

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1 bonded debt and accept the State Revenue Sharing. Member Smith seconded the motion and it carried as  
 2 follows:  
 3

<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Gregg Harrison			
Heather Jukich			
Larry Davis			
Betty Kamikawa			
Karen Gerttula			
Bill Dalbey			
Jim Chambers			
			Jackie Kauffman
			Stu Strom
Polly Chavarria			
Joshua Smith			
			Randy Getman
Tracy Mix			
Rod Cross			

4  
 5  
 6 **5. ADJOURNMENT**  
 7 The meeting adjourned at 8:00 p.m.  
 8



**TOLEDO BUDGET COMMITTEE**  
**REGULAR MEETING**  
February 5, 2020  
5:30 p.m.

**1. CALL TO ORDER**

Chairperson Karen Gerttula called the meeting to order at 5:30 p.m.

Present	Absent	
X		Rod Cross
	X	Joshua Smith
X		Jackie Kauffman
(by telephone)		Heather Jukich
X		Bill Dalbey
X		Stu Strom
X		Betty Kamikawa
X		Karen Gerttula
X		Greg Harrison
X		Jim Chambers
X		Tracy Mix
X		Randy Getman
X		Polly Chavarria
	X	Larry Davis

Staff present: City Manager Pro Tem (CM) Wes Hare, Finance Director (FD) Judy Richter, City Recorder (CR) Lisa Figueroa, City Attorney (CA) David Robinson, Co Fire Chief (CFC) Dave Inman, Co Fire Chief (CFC) Joe Ammons, Library Director (LD) Deborah Trusty; Public Works Superintendent (PWS) Bill Zuspan, Police Chief (PC) Mike Pace

**2. Discussion and Information Items**

**Discussion on general economic projection on expenses and revenues**

FD Richter presented a draft of the Budget calendar and following discussion, the first meeting was rescheduled to April 29, 2020. CM Hare addressed the Committee and indicated Budget Law requires the Budget Committee to receive the budget message and proposed budget [for revenues and expenditures the City proposed to spend] from the Budget Officer. He said the Budget Committee is required to approve the budget following a Public Hearing process, which allows the public to participate. He commented the budget is never going to be a precise statement on every dollar that will be received or spent. He said the budget is a plan; the general basis is to determine whether it reflects what the City receives in revenues and whether the plan to expend those revenues makes sense and is consistent with past practices/community values.

FD Richter said she would like to get direction from the Committee on what they would like staff to focus on for additional information in preparation for the Committee's review. Member Mix indicated last year the Committee requested the income/expenses report and questioned whether it will be necessary this year. Member Chavarria said it helped because she could answer her own questions in regards to why an expense had increased exponentially. The Committee discussed

1 whether they would need the detailed trial balance. CM Hare noted quarterly financial reports are  
2 included in the Council packets, which summarizes every line item in the budget. He suggested  
3 the Committee could receive an updated year-to-date actual in lieu of the Detailed Trial Balance.  
4 Member Cross noted in the past individual members could talk to staff for clarification, but now  
5 the process requires those discussions be held at the meeting. FD Richter suggested as she prepared  
6 the budget, if a line item were to increase by a certain percentage [as determined by the Committee,  
7 e.g. 10%] she could provide more information to the Budget Committee in regard to that increase.  
8 Member Cross indicated he would like to see the City's replacement plans. FD Richter noted she  
9 located those replacement plans and will work with the departments to provide that information to  
10 the Committee. There was a consensus of the Committee that did not determine a percentage but  
11 agreed if a line item were to increase dramatically then staff would provide an explanation. FD  
12 Richter commented on the interest actuals and noted the City Auditor stated there is no law in how  
13 it is presented but it should be consistent. CM Hare indicated the Council discussed the option of  
14 Strategic Planning to accomplish long term goals of the community. He said the City is in pretty  
15 good shape and has been adding to the General Fund balance and has healthy reserves.  
16

17 **3. Reports and Comments**

18 There were no comments.  
19

20 **4. Adjournment**

21 The meeting adjourned at 6:58 p.m.  
22

23 ATTEST:

APPROVE:

24  
25  
26  
27 \_\_\_\_\_  
City Recorder, Lisa Figueroa

\_\_\_\_\_

Budget Committee Chair

28