

**TOLEDO BUDGET COMMITTEE
REGULAR MEETING**

May 5, 2020
6:00 p.m.

1. CALL TO ORDER

Chairperson Gerttula called the meeting to order at 6:00 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) Judy Richter, Police Chief (PC) Mike Pace, Library Director (LD) Deborah Trusty, Fire Chief (FC) Larry Robeson, Co-Fire Chief (FC) Dave Inman, Co-Fire Chief (FC) Joe Ammons, City Recorder Lisa Figueroa, Accounting Supervisor Cindy Olivieri, Public Works Superintendent (PWS) Bill Zuspan

Visitors present: Nancy Bryant, Craig Lash

2. APPROVAL OF MINUTES

Member Strom moved to approve the minutes May 29, 2019, June 3, 2019 and February 5, 2020 as presented. Member Cross seconded the motion and it carried as follows:

AYE	NAY	ABSTAIN	ABSENT
			Gregg Harrison*
			Jim Chambers
			Jackie Kauffman
			Polly Chavarria

**Member Harrison could not get his audio to work and decided to attend in person, he was absent for this vote while he traveled to the facility.*

Member Chavarria arrived at 6:10 p.m.

3. REVIEW/DISCUSSION

The Committee began to review the budget with the General Fund. CM Richter reviewed the Administration budget. She said she was conservative with the revenues and summarized the changes in personnel but indicated in spite of the [stay at home] situation it looks to be a good year moving forward. She noted she initially requested a part time the Human Resources position, however during the City Council goal setting, the Council indicated they would like a communications liaison and, which is why is it included as a full time position. CM Richter answered clarification questions in regards to salaries, contracts & services and travel & training costs. She indicated she would bring back some information to the Committee for review.

Page 20: Chief Pace answered questions of the Committee. He reviewed the costs in regards to adding another police officer and a community services officer versus outsourcing [contracting] those services. There was discussion in regards to the benefits packages for the proposed positions. PC Pace answered questions for his department and then presented the 911 System budget on Page 23.

Page 24: The Committee continued to the Fire Budget and FC Inman reviewed the budget for the department. He noted he did not include an additional grant for \$13,000 awarded from Georgia-Pacific. The Committee asked clarification questions in regards to the Wildland Firefighter line item and personnel changes. FC Ammons provided information on the Volunteer program.

Page 27: PWS Zuspan introduced the Property Maintenance budget to the Committee and clarified the costs included under Equipment Maintenance and Repair line item. There was discussion about budgeting money in facility needs to improve the old apartment wing at City Hall.

Page 28: CM Richter summarized the Building and Property Reserve Fund as well as the Capital Expenditure Detail sheets. She indicated she plans to accomplish some of the projects that have not been completed over the years. Member Chavarria noted line item 03-00-400650, Transfer from Property Maintenance Fund was eliminated several years ago and should be included in the 035-000-401000, Transfer from General Fund. CM Richter noted there is a request to renovate Arcadia Park, which would include fencing, lighting and resurfacing the tennis courts. She said Greater Toledo Pool District's District Manager Paul Steenkolk applied for a grant from the Oregon Parks and Recreation Department for \$75,000, which required a \$15,000 match from the City. She stated those particular grants are funded by lottery poker and with the onset of COVID-19 and restricting people from the bars, the City may not receive the grant. She said the City will not undertake the project without the grant.

Member Chambers arrived at 7:30 p.m.

The Committee discussed the replacement cost of the outdoor sign at the Library. There were several comments from members expressing concern in purchasing a digital sign for the Library in the next fiscal year. It was noted that even though the projects have been included in the budget, any projects costing over \$25,000 would have to be presented and approved by the City Council.

The Committee recessed at 8:20 p.m. for a break and reconvened at 8:25 p.m.

Page 39: LD Trusty presented the Library budget. The Committee asked clarification questions in regards to patron visits, updating the heating/cooling systems and library services. There was discussion about the

\$12,000 under line item 001-700-620500, Equipment; CM Richter confirmed it was in two locations [page 42] and indicated it could be included under line item 045-450-620500, Equipment.

Page 43: CM Richter presented the budget for Municipal Court and answered questions related to the 2019-2020 accomplishments and 2020-2021 goals.

Page 45: CM Richter indicated she encouraged the Information Systems Administrator to provide a summary of accomplishments and goals and summarized the General Services budget.

CR Figueroa noted for the record that Member Chambers arrived at 7:30 p.m.

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

Chair Gerttula opened the floor for public comments. There were no comments.

5. ADJOURNMENT

The meeting adjourned at 9:00 p.m.

Respectfully Submitted,

/s/City Recorder Lisa Figueroa