



City Hall Council Chambers
206 N. Main Street
Toledo, Oregon 97391

TOLEDO BUDGET COMMITTEE
Regular Meeting – also via Zoom meeting platform

May 7, 2024

6:15 p.m. or immediately following the Toledo Urban Renewal Agency Budget Committee meeting; whichever is earlier

Virtual Meeting: The Budget Committee will hold the meeting for the Budget Committee and staff in person as well as through the Zoom video meeting platform. The public is encouraged to attend the meeting electronically. Meeting materials and login information is available on the meetings page of the City website at www.cityoftoledo.org.

1. **Call to Order and ascertain quorum**
2. **Approval of Minutes**
Minutes from the training held April 18, 2024 and the meeting held April 30, 2024
3. **Review/Discussion of the Budget; beginning with the General Fund**
4. **Receive public comment on the proposed Fiscal Year 2024-2025 budget**

Motion for reference– I move to approve the budget [as amended by the Budget Committee] for fiscal year 2024-2025 in the amount of \$_____, approve a tax rate of \$5.18 per \$1,000 of assessed value and accept the state revenue sharing.

5. **Adjournment**

The meeting is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting by calling city offices at (541) 336-2247.

Pursuant to ORS 294.426(7), the proposed budget for Fiscal Year 2024-2025 is available to the public on the city documents page of the City website at www.cityoftoledo.org. A hard copy of the proposed budget is available for review Monday through Thursday 8:00 am to 5:00 pm at the Toledo City Hall, located at 206 North Main Street.

**TOLEDO BUDGET COMMITTEE
TRAINING
April 18, 2024**

1. CALL TO ORDER

City Manager Doug Wiggins called the training to order at 6:00 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
_____	_____	Barry Bruster
_____	_____	Jackie Burns
X	_____	Kim Bush
_____	_____	Rod Cross
X	_____	Jackie Kauffman
X	_____	Andrew Keating
X	_____	Stacie Keating
X	_____	Anne Learned-Ellis
X	_____	Jonathan Mix
_____	_____	Tracy Mix
X	_____	David Robinson
_____	_____	Frank Silvia
X	_____	Stu Strom
_____	_____	Vacant

Staff present: City Manager (CM) Doug Wiggins, City Recorder (CR) Lisa Figueroa, Finance Director (FD) Amanda Carey, Accounting Supervisor (AS) Cindy Oleman, City Attorney (CA) Mike Adams, Public Works Director (PWD) Brian Lorimor, Police Chief (PC) Michael Pace, Interim Library Director (LD) Harrison Baker, Fire Chief (FC) Larry Robeson

2. BUDGET TRAINING

CM Wiggins provided a training for the Budget Committee (Committee) and reviewed the types of funds that exist within local governments and then listed the types of funds that are included within the City of Toledo’s budget. He summarized Oregon Budget Law, responsibilities of the Committee when they review the budget, the process to approve the budget and provided an example of what a budget/fund would look like. He answered clarification questions related to the structure of a budget.

3. ADJOURNMENT

The training adjourned at 6:45 p.m.

Respectfully Submitted,

City Recorder Lisa Figueroa

TOLEDO BUDGET COMMITTEE
REGULAR MEETING
 April 30, 2024

1. CALL TO ORDER

City Manager Wiggins called the meeting to order at 6:20 p.m. electronically via Zoom in Toledo, Oregon.

Present	Absent	
X		Barry Bruster
	X	Jackie Burns
X		Kim Bush
	X	Rod Cross
X		Jackie Kauffman
X		Andrew Keating
X		Stacie Keating
X		Anne Learned-Ellis
X		Jonathan Mix
X		Tracy Mix
X		David Robinson
	X	Frank Silvia
X		Stu Strom
		Vacant

Staff present: City Manager (CM) Doug Wiggins, City Recorder (CR) Lisa Figueroa, Finance Director (FD) Amanda Carey, Accounting Supervisor (AS) Cindy Oleman, City Attorney (CA) Mike Adams, Public Works Director (PWD) Brian Lorimor, Police Chief (PC) Michael Pace, Interim Library Director (LD) Harrison Baker, Fire Chief (FC) Larry Robeson

2. ELECT CHAIRPERSON

Motion – Member Jackie Kauffman moved to appoint Kim Bush as the Committee Chairperson. Member Robinson seconded the motion and the motion carried as follows:

	AYE	NAY	ABSTAIN	ABSENT
Barry Bruster	X			
Jackie Burns				X
Kim Bush	X			
Rod Cross	X			X
Jackie Kauffman	X			
Andrew Keating	X			
Stacie Keating				
Anne Learned-Ellis	X			
Jonathan Mix	X			
Tracy Mix	X			
David Robinson	X			
Frank Silvia				X
Stu Strom	X			
Vacant				

Chair Bush presided the meeting.

1 **3. ELECT VICE-CHAIR**

2
3 **Motion** – Member Jackie Kauffman moved to appoint Tracy Mix as the Committee Vice-Chairperson.
4 Member Bush seconded the motion and the motion carried as follows:
5

	AYE	NAY	ABSTAIN	ABSENT
Barry Bruster	X			
Jackie Burns				X
Kim Bush	X			
Rod Cross	X			X
Jackie Kauffman	X			
Andrew Keating	X			
Stacie Keating				
Anne Learned-Ellis	X			
Jonathan Mix	X			
Tracy Mix	X			
David Robinson	X			
Frank Silvia				X
Barry Bruster	X			
Jackie Burns				X

6
7 **4. COMMITTEE PROCEDURES AND PROCESS FOR MEETINGS**

8 The Committee reviewed the meeting calendar and deliberated how they would proceed to review the
9 budget and there was a consensus of the committee to stop the meeting at 9:00 p.m.
10

11 **5. PRESENTATION OF THE FISCAL YEAR 2024-2025 BUDGET MESSAGE**

12 CM Wiggins provided the budget message in a Powerpoint presentation. FD Carey assisted and reviewed
13 the changes made in the budget, where staff consolidated several line items (e.g. vehicle maintenance and
14 gas and tires or electric and natural gas into utilities). They answered clarification questions as they
15 reviewed the various format changes in the budget.
16

17 *Member Rod Cross arrived at 7:30 p.m.*
18

19 **6. PUBLIC COMMENT ON THE PROPOSED FISCAL YEAR 2024-2025 BUDGET**

20 Chair Bush opened the floor for public comments but there were no comments.
21

22 **7. ADJOURNMENT**

23 The meeting adjourned at 7:55 p.m.
24

25 Respectfully Submitted,
26
27

28 _____
29 City Recorder Lisa Figueroa
30