



April 7, 2021  
Budget Committee Second Meeting  
Willamette Activity Center Room 8  
47674 School Street  
6:00 p.m.

## BUDGET COMMITTEE MINUTES

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**1. CALL MEETING TO ORDER- 6:05 pm**

**Council Present:** Mayor Kathy Holston, Councilors Bobbie Whitney Dawn Kinyon- Chairperson, Michele Coker, Melissa Bjarnson, Audy Spliethof and Chrissy Hollett

**Citizen Members Present:** Jan Christensen, April Allen and Jan Hooker

**Staff Present:** City Administrator Bryan Cutchen, Finance Director Eric Kytola, Police Chief Kevin Martin

**2. Pledge of Allegiance**

**3. Roll Call-** Priscilla Davidson was absent, Kevin Gobelman arrived late 6:43 pm

**4. Approval of Meeting minutes from March 30, 2021-**none, not ready

**5. Old Business**

**a. Response to outstanding questions**

Eric-went over the comparable cities again for the committee.

Councilor Hollett- thanked Eric for getting more details, but most of these cities don't have the isolation factor that Oakridge has. She asked for better comparable cities.

Councilor Kinyon- asked for potential or actual conflicts of interest.

Councilor Hollett- potential conflict of interest, her husband works for the collective bargaining unit.

Councilor Whitney- wanted to say that her brother does not work for the city anymore.

Bryan- asked Councilor Bjarnson and April Allen if they had conflicts of interest?

Councilor Bjarnson-no she does not have a potential or actual conflict of interest she is purely a volunteer and does benefit financially.

April- she has a potential conflict of interest, she works at the rest area as the caretaker and volunteers at the fire department.

Mayor Holston- she talked to Cheryl at the elections office regarding resubmitting the levy. It will cost us \$5,700 to submit it in an off year and this is an off year.

**b. Proposed changes to Enterprise Fund Budgets**

Bryan- asked if anyone wants to make any changes to bring them up.

Councilor Hollett-the city used to run the Fire and EMS similar to how it runs the water department, where half of the employees were paid out of fire and half were paid out of EMS, she wonders why we don't do that anymore.

Eric- he would like to do some more research on the previous audited financial statements, he wants to make sure that everyone knows that an Enterprise Fund needs to be self-supporting, they are not supposed to receive any property tax revenue. He will do some research on this.

Councilor Hollett-if Eric can get some answers for her she could have questions ready for the next meeting, she would like to come talk to him about this. Scott might be a person to talk to also.

Mayor Holston-we have had this discussion before, during budget season she would ask what the advantage is? The bottom line is to see how we can increase our revenue and decrease our expenses.

Councilor Kinyon- asked if anyone has any questions or concerns on Water, wastewater and storm?

There was discussion on water, wastewater and storm.

**6. New Business**

**a. Discussion of Budget**

**i. Restricted Funds**

Eric-explained what restricted funds are how they are used, you cannot transfer or loan funds, they are for very restricted services. It is a violation of Oregon Law to drop below the restricted cash balance.

Mayor Holston- is the Street fund a restricted fund?

Eric- yes.

Mayor Holston-is the public safety fee that is worked into the budget proposed to help us with the deficit?

Eric- explained the public safety fee, he wanted to clearly illustrate what the restricted cash balance is about and to keep that in mind.

Councilor Hollett-Bryan spoke in his introductory speech about imposing another fee on the water bills, is this what you mean?

Eric-this is the 608,000 that is shown on the EMS fund shown as an imposed public safety fee in the budget documents that everyone has.

Councilor Hollett- this would be an imposed fee on the water bills correct.

Eric- yes

Bryan- it would be an EMS fee, not a public safety fee.

Councilor Hollett- what kind of fee is that going to be for the average home owner?

Eric- it would be around \$35.00, corporate accounts could pay more.

Councilor Coker- if that \$608,000 does go through that will put an additional \$35.00 per month per household?

Bryan- yes, per water meter.

Jan C- she already complains about her water bill being high, that is crazy, she would be kind of mad paying \$35.00 and knowing how bad our infrastructure already is.

Eric-explained how the water fund money is keeping us over the restricted line.

Mayor Holston- recognizing the \$35.00 per meter will go strictly to EMS isn't like raising water rates. Having had the levy rejected she doesn't see any other way to do this, this is in essence a way to get around the levy not passing.

Bryan- we would take off the 14% from the previous water increase for public safety and add \$35.00.

Councilor Kinyon- we need to continue to transfer money from the general fund to the ESF fund for fire because that is what people pay taxes for and if it reduces the amount of money we need on this ambulance service charge then that's all the better. She would like to take this to a vote to the committee right now.

Bryan- he hasn't even briefed the funds yet, do you want to do that now before you even look at the numbers?

Councilor Kinyon- yes she does, is there a second?

Councilor Whitney- she doesn't.

Councilor Coker- she doesn't.

Councilor Whitney- she needs more information before she can even come close to making a vote like that and needs to see the consequences of the different scenarios.

Mayor Holston-it makes sense to go through the fund explanations so we have that information.

There was a lot of discussion on the fee for ambulance service being added to the water bills.

Councilor Kinyon- asked if anyone else had any more comments on restricted funds?

Councilor Whitney-she wanted to confirm that even though we are having these discussions we are still going to continue to look for additional revenue sources and other ways to help fund our EMS, Fire Department and Public Safety and not just stop with this here. She just wanted to make sure that is part of our goal because she was not quite feeling that earlier.

Bryan- the EMS fee he is proposing is a limited duration EMS Fee, this allows us time to look at alternative options to make more efficient EMS service and affordable options.

Eric-the public safety fee can be taken from ESF fund and put in the general fund and be used for police and fire, it doesn't have to be just for fire, or ambulance, it doesn't have to go into the ESF fund, he just wanted to remind people of that.

Bryan-briefed the budget committee on the Streets, Water Reserve, Water Bond and the Industrial Park.

There was discussion on these funds.

Councilor Kinyon-the time is 8:10 pm, would the committee like to continue on or we can carry over to another meeting.

It was the consensus to end the meeting and continue on at the next meeting.

**ii, Governmental Funds**

**b. Capital Investment List**


**7. Next Agenda Items**

There was discussion on adding meeting dates if needed. Bryan will get back with everyone on dates for additional meeting dates.

8. Adjourn: 8:18 p.m.

Next Meeting: April 29, 2021, 6pm

Signed:   
Kathy Holston, Mayor

Signed:   
Jackie Sims, City Recorder