



June 25, 2019
City Council Meeting/Special Session
Willamette Activity Center Room 8
47674 School Street
6:00 p.m.

MINUTES

1.0 CALL MEETING TO ORDER

Council Present: Mayor Kathy Holston, Councilors Bobbie Whitney, Christina Hollett, Donald Hadley, and Trisha Maxfield (Telephone), Councilor Forcum (Telephone)

Staff Present: Pro Tem City Administrator Marsha Miller, Chief Kevin Martin, Assistant City Recorder Jackie Sims.

2.0 Roll Call – All present

3.0 Business from the City Administrator

3.1 Resolution 05-2019 Adoption of the FY 19-20 Budget, imposing and categorizing taxes

Councilor Whitney declared an actual conflict of interest, she is related to an employee. Councilor Whitney sat with the audience.

Councilor Hollett declared an actual conflict of interest, she is related to an employee.

- **Open Public Hearing-** 6:03 P.M.
- **Statements in Favor-** None
- **Statements Against-** Stephan Ball 76482 Cedar St, he thanked everyone for their hard work on the budget. When he looks at this budget he thinks there could have been more foresight put into whether the supplemental budget was conducted legally and properly.
- **Statements in General-** None

- **Close Public Hearing-** 6:06 P.M.
- **Council Discussion –**

Councilor Maxfield said that originally she voted down this budget, she was told they could do supplemental budgets once we got the new CA and Interim Fire Chief, she wanted to the record to reflect that moving forward her vote will be from that assumption.

Councilor Forcum said he is in the same place as Councilor Maxfield, the budget needs to be reviewed once we get the new CA and Interim Fire Chief seated.

Councilor Hadley said he did talk to the Department of Revenue about this budget and everything about the budget is fine and there are things that we need to do, but that can all be addressed.

Marsha said in addition to Councilor Hadley’s comment she talked to the Department of Revenue also and explained our situation with our budget and that we are committed to moving forward and then addressing some of the issues once we get a new City Administrator, a new Finance Director and the budget committee can really hash this out, sooner than later this year instead of putting it off.

Mayor Holston said she agrees with everything that has been said and she agrees that we need to move forward and adopt this budget that has been approved by the budget committee. The budget committee did agree to meet more frequently. It is important that we do our due diligence and pay attention to what is going on.

Action: I move that we approve Resolution 5-2019 adopting the FY 2019-2020 budget in the amount of \$7,370,642.00 and making appropriations and imposing and categorizing taxes.

Motion: Maxfield
Second: Forcum
Vote: Passed- Unanimous

3.2 Resolution 06-2019 FY 18-19 Supplemental Budget

Marsha read the Agenda Bill.

Councilor Whitney declared an actual conflict of interest, she is related to an employee.

Councilor Hollett declared an actual conflict of interest, she is related to an employee.

- **Open Public Hearing-** 6:15 P.M.
- **Statements in Favor-** None
- **Statements Against-** None
- **Statements in General-** None
- **Close Public Hearing-** 6:16 P.M.
- **Council Discussion**

Councilor Maxfield said we aren’t able to go back and do an additional supplemental budget once we know the numbers is that correct?

Marsha said that is correct, if things show up in the audit we would get an audit comment, basically a ding on the audit on the issues we need to address then.

Councilor Maxfield said looking at the supplemental budget we aren't addressing the Emergency Services Fund, are we looking at that under Administration?

Marsha said no, we did not address the issues in the EMS in the supplemental budget.

Mayor Holston said no, that Administration line is not reflective of anything in the EMS budget.

Councilor Maxfield said that is concerning to her.

Marsha said that is why in the budget it actually shows us going into the budget in EMS with a \$160,000 deficit.

Action: I move that we approve Resolution 6-2019 adopting the supplemental budget and make the appropriations and adjustments to the 2018-2019 adopted budget.

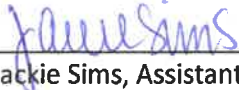
Motion: Hadley
Second: Forcum
Vote: Passed-Unanimous

Councilor Hollett asked that emails sent from Summer Sears making recommendations to management, be forwarded on to council.

Marsha said Summer is willing to come down and help us and also Melanie from the DOR is willing to help us.

4.0 Adjourn- 6:24 P.M.

Signed: 
Kathy Holston, Mayor

Signed: 
Jackie Sims, Assistant City Recorder

**Business of the City Council
City of Oakridge, Oregon
June 25th, 2019**

Agenda Title: Resolution 5-2019 Adoption of the FY 19-20 Budget and imposing and Categorizing Taxes

Agenda Item No: 3.1

**Exhibits: Resolution 5-2019
CA Marsha Miller
Susan LaDuke**

Proposed Council Action: Motion from the floor and approve

ISSUE: As the Council knows, we are required to present a balanced budget annually. Through the work done by the Budget Committee, Council and Staff I present the FY 19-20 Budget. The budget is being presented with no changes from the budget approved by the budget committee. This Budget will lead us into the new FY, where hard discussions will need to take place about funding services. This budget comes to Council from the Budget Committee with recommendations for quarterly meetings of the Budget Committee and a request to participate in the discussions that will need to take place this year.

FISCAL IMPACT: FY 2019-2020 Budget \$ 7,370,642

OPTIONS: Option 1: Approve Resolution 5-2019 Adopting the FY 19-20 Budget
2: Do not approve Resolution 5-2019 Adopting the FY 19-20 Budget

RECOMMENDATION: Option 1

RECOMMENDED MOTION: I move that we approve Resolution 5-2019 Adopting the FY 2019-2020 Budget in the amount of \$ 7,370,642 and Making Appropriations and Imposing and Categorizing Taxes

RESOLUTION NO. 5-2019

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Oakridge, Oregon, hereby adopts the budget for fiscal year 2019-20 in the total amount of \$7,370,642. This budget is now on file at www.oakridge.or.us.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2019, for the following purposes:

GENERAL FUND

Administrative	867,756
Building/Planning	64,000
Police	1,156,729
Library	29,270
Parks	192,200
Willamette Activity Center (WAC)	23,100
Municipal Court	76,862
Not Allocated to Program:	
Materials & Services	48,112
Transfers Out	600,000
Contingency	- 0 -
TOTAL APPROPRIATIONS - GENERAL FUND	<u>3,058,029</u>

STREET FUND

Street Program	486,297
Not Allocated to Program:	
Transfers Out	2,000
Contingency	6,044
TOTAL APPROPRIATIONS - STREET FUND	<u>494,341</u>

EMERGENCY SERVICES FUND

Fire/EMS Services	993,165
Not Allocated to Program:	
Transfers Out	- 0 -
TOTAL APPROPRIATIONS - EMERGENCY SERVICES FUND	<u>993,165</u>

WOOD STOVE REPLACEMENT FUND	
Wood Stove Replacement	- 0 -
Not Allocated to Program:	
Transfers Out	- 0 -
Contingency	20,831
TOTAL APPROPRIATIONS -	
WOOD STOVE REPLACEMENT FUND	20,831
BICYCLE/PEDESTRIAN PATH FUND	
Bicycle/Pedestrian Path Program	15,000
Not Allocated to Program:	
Contingency	6,076
TOTAL APPROPRIATIONS -	
BICYCLE/PEDESTRIAN PATH FUND	21,076
OAKRIDGE INDUSTRIAL PARK FUND	
Oakridge Industrial Park	355,500
Not Allocated to Program:	
Debt Service	- 0 -
Transfers Out	144,000
Contingency	116,579
TOTAL APPROPRIATIONS -	
OAKRIDGE INDUSTRIAL PARK FUND	616,079
WATER FUND	
Water Utility	778,377
Not Allocated to Program:	
Debt Service	140,762
Transfers Out	5,808
Contingency	21,053
TOTAL APPROPRIATIONS - WATER FUND	946,000
WASTEWATER FUND	
Wastewater Utility	917,086
Not Allocated to Program:	
Debt Service	18,121
Contingency	112,493
TOTAL APPROPRIATIONS - WASTEWATER FUND	1,047,700

STORMWATER FUND	
Stormwater Utility	19,000
Not Allocated to Program:	
Contingency	10,506
TOTAL APPROPRIATIONS - STORMWATER FUND	<u>29,506</u>
TOTAL APPROPRIATIONS, All Funds	7,226,727
TOTAL UNAPPROPRIATED AMOUNTS, All Funds	<u>143,915</u>
TOTAL BUDGET	<u><u>7,370,642</u></u>

RESOLUTION IMPOSING AND CATEGORIZING THE TAX

BE IT RESOLVED that ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2019- 2020 at the rate of \$7.1996 per \$1,000 of assessed value for permanent rate tax. These taxes are hereby categorized for purposes of Article XI section 11b as subject to and within the General Government limitation.

PASSED by the Council of the City of Oakridge this 25th day of June, 2019.

APPROVED AND SIGNED by the Mayor of the City of Oakridge this 25th day of June, 2019.

Signed: Kathy Holston
Kathy Holston, Mayor

Attest: Jackie Sims
Jackie Sims, Assistant City Recorder

Ayes: 6
Nays: 0

CITY OF OAKRIDGE, OREGON

RESOLUTION NO. 06-2019

A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FISCAL YEAR 2018-19 FOR GENERAL FUND

WHEREAS, ORS 294.471(1)(a) allows the governing body of a municipal corporation to make one or more supplemental budgets if an occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period requires a change in financial planning; and

WHEREAS, if amended estimated expenditures differ by more than 10 percent from the expenditures in the budget as most recently amended prior to the supplemental budget, ORS 294.473(1)(c) states that, after a public hearing, additional expenditures contained in the supplemental budget may not be made unless the governing body of the municipal corporation enacts appropriation ordinances or resolutions authorizing the expenditures; and

WHEREAS, the City of Oakridge, Oregon wishes to adjust its budget to recognize building activity, unexpected costs related to transition of City Administrator, and additional library program expenditures.

NOW, THEREFORE, BE IT RESOLVED, after completion of a public hearing, by and through the City Council meeting in regular session, as follows,

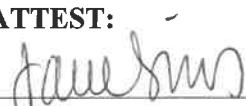
Section 1: Mayor and City Council hereby adopts the following supplemental budget, makes appropriations, and adjusts the fiscal year 2018-19 adopted budget as follows:

GENERAL FUND			
Budget Category	Adjusted Budget	Increase / (Decrease)	Revised Budget
Resources:			
Licenses & Permits Fees	\$ 55,000	\$ 101,759	\$ 156,759
Franchise Fees	180,000	10,000	190,000
Property Taxes	950,000	84,241	1,034,241
TOTAL RESOURCES		<u>196,000</u>	
Expenditures:			
Administration*	856,788	50,000	906,788
Building/Planning Program*	48,000	142,000	190,000
Library Program*	28,525	4,000	31,525
TOTAL REQUIREMENTS		<u>196,000</u>	
Net Budget Adjustment		\$ - 0 -	

* Appropriation level

APPROVED, ADOPTED, AND MADE EFFECTIVE by the City Council on this 25th day of June, 2019.


Kathy Holston, Mayor

ATTEST:

Jackie Sims, Assistant City Recorder