



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

TOLEDO BUDGET COMMITTEE
Regular Meeting – via Zoom meeting platform
May 11, 2021

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 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 3:00 p.m. the day of the meeting to be included in the record. Comments received will be shared with the Budget Committee and included in the record.

1. **Call to Order**
2. **Approval of Minutes**
Consider minutes from the meetings held May 4, 2021
3. **Continue review/discussion of the proposed Budget**
4. **Receive public comment on the proposed Fiscal Year 2021-2022 budget**
5. **Budget Approval**
6. **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.

Pursuant to ORS 294.426(7), the proposed budget for Fiscal Year 2021-2022 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. It is also available on the City website at www.cityoftoledo.org.

**TOLEDO BUDGET COMMITTEE
REGULAR MEETING**

May 4, 2021
6:00 p.m.

1. CALL TO ORDER

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

Present	Absent	
X		Barry Bruster
X		Betty Kamikawa
	X	Heather Jukich
X		Jackie Kauffman
X		Josh Smith
X		Michele Johnson
X		Nancy Bryant
X		Polly Chavarria
X		Randy Getman
X		Rob Duprau
	X	Rod Cross
X		Tracy Mix
X		Todd Michels
		Vacant

Staff present: City Manager (CM) Judy Richter, Public Works Director (PWD) Bill Zuspan, Police Chief (PC) Dave Enyeart, Library Director (LD) Deborah Trusty, Fire Chief (FC) Larry Robeson, City Recorder Lisa Figueroa and Accounting Supervisor (AS) Cindy Olivier

2. APPROVAL OF MINUTES

Motion – Member Kamikawa moved to approve the minutes from April 27, 2021 as presented. Member Kauffman seconded the motion and it carried as follows:

	AYE	NAY	ABSTAIN	ABSENT
Barry Bruster	X			
Betty Kamikawa	X			
Heather Jukich				X
Jackie Kauffman	X			
Josh Smith	X			
Michele Johnson	X			
Nancy Bryant	X			
Polly Chavarria	X			
Randy Getman	X			
Rob Duprau	X			
Rod Cross				X
Tracy Mix	X			
Todd Michels				
Vacant				

3. REVIEW/DISCUSSION

The Budget Committee began review of the proposed budget and Chairperson Smith directed the Committee to the General Fund on page 15. The Budget Committee inquired about the Contracts & Other Services line item and CM Richter clarified it includes contractors such as Sequoia Consulting, City Attorney services as well as consultation services for the Contract Planner, the Human Resources services and the accounting services.

Motion – Member Chavarria moved to reduce Personnel Services total by \$100,000, allowing staff to adjust line items as they choose and apply the \$100,000 to the unappropriated balance on page 60. Member Mix seconded the motion and it carried as follows:

	AYE	NAY	ABSTAIN	ABSENT
Barry Bruster	X			
Betty Kamikawa	X			
Heather Jukich				X
Jackie Kauffman	X			
Josh Smith	X			
Michele Johnson		X		
Nancy Bryant	X			
Polly Chavarria	X			
Randy Getman	X			
Rob Duprau	X			
Rod Cross				X
Tracy Mix	X			
Todd Michels	X			
Vacant				

The Committee continued through the Budget and proceeded through the Administration and Police Department funds. There was discussion in regards to the Estimated Actuals for the Contracts and Services line item (Administration) and City Planner. Chairperson Smith asked if staff can provide a breakdown of the \$38,000 within that line item. CM Richter said she would provide information at the next meeting.

Member Cross arrived at 6:49 p.m.

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

The Committee continued to the General Fund - Property Maintenance fund on page 31.

Motion – Member Mix moved to change the line item for the Fire Department, Training Prop Materials of \$12,000 from line item 035-350-621800 to 035-350-621500. Member Cross seconded the motion and it carried as follows:

	AYE	NAY	ABSTAIN	ABSENT
Barry Bruster	X			
Betty Kamikawa	X			
Heather Jukich				X
Jackie Kauffman	X			
Josh Smith	X			
Michele Johnson	X			

Nancy Bryant	X			
Polly Chavarria	X			
Randy Getman	X			
Rob Duprau	X			
Rod Cross	X			
Tracy Mix	X			
Todd Michels	X			
Vacant				

The Committee proceeded through the Fire, Library and Municipal Court department funds. There was discussion in regards to the ‘Special Payment’ category for the Greater Toledo Pool District, which is a donation from the City.

The Committee recessed at 8:16 p.m. and reconvened at 8:26 p.m.

The Committee discussed the unappropriated surplus fund and inquired what number staff feels is adequate for the beginning balance. CM Richter stated the proposed budget was not prepared lightly and indicated she is comfortable with the budget presented. She noted some areas of the budget may come under budget, for example health insurance, because she recently received updated rates that were lower than what she anticipated. A consensus of the Committee requested CM Richter provide a recalculation of the health insurance line items within the budget. CM Richter stated she will prepare a new budget.

4. PUBLIC COMMENT ON THE PROPOSED FISCAL YEAR 2021-2022 BUDGET

Chairperson Smith opened the floor for public comment and there were no comments.

5. ADJOURNMENT

The meeting adjourned at 8:49 p.m.

Respectfully Submitted,

City Recorder Lisa Figueroa