

City of Siletz
Budget Committee Meeting
Thursday, May 18, 2023, 5:30 PM
Siletz City Hall

Present: Mayor Worman, T. Retasket, S. Trachsel, J. Whitehead, S. Worman
Absent: M. Cummiskey, K. Ellis, R. Goodell

1. Call Meeting to Order and Establish a Quorum

The meeting was called to order, and the presence of the necessary members was confirmed to establish a quorum. The Budget Committee verified attendance and noted the presence of Mayor Worman, Councilor Retasket, Councilor Trachsel, Councilor Whitehead, and budget committee member S. Worman.

2. Budget Message- Recorder Chestler

Recorder Chestler delivered the budget message, discussing the financial state and accomplishments of the past fiscal year, details of proposed capital improvements, staffing changes, core service maintenance, and the various community contributions and events supported by the City, such as trunk or treat, the car show, family movie nights, and the Christmas tree lighting event.

The message highlighted the current financial conditions including slow revenue growth, high inflation, and pressure on city funds, and the legal steps taken to address code violations. Moreover, the recorder stressed the need for future revenue replacement and sustainability for city operations.

3. Introduction of Proposed Budget

The Budget Committee introduced the proposed budget for the fiscal year 2023/24. The Committee discussed numerous budget items extensively and clarified details such as grants, reserved funds, and the specifics of the rate study with assistance from the support staff and engineering representatives.

4. Approve the Rate of Ad Valorem Property Taxes to be Certified to the Assessor

A motion was presented to approve the ad valorem property tax rate to be certified to the Assessor at a rate of 0.2307 per \$1000. The committee provided clarification on the permanence of this tax rate in the City's tax code and then voted.

Motion 1: Retasket moved to approve the Ad Valorem property tax rate to be certified to the assessor at the rate of 0.2307 on a \$1000. Trachsel seconded the motion.

Mayor Worman declared it was moved and seconded and called for discussion. There was none.

Vote: Motion 1 passed

Ayes: All were in favor

Following the discussions and approvals, a motion to adjourn the meeting was presented and passed, and the meeting was thereafter concluded.

5. Additional Agenda Items

- Review and Approval of Proposed Budget Committee Minutes and Sundry Financial Aspects

The committee reviewed the minutes from the Budget Committee Meeting, discussed the comprehensive expenditure of funds, and looked over grants, service fees, and other financial aspects relative to the city's anticipated revenues and expenditures for fiscal year 2023/24. They evaluated the progress on capital improvement projects, with the understanding that further expenses might be incurred upon completion of the ongoing rate study.

The committee conversed about debt service funds and the desire to pay down long-term debts faster if possible. It was agreed that future negotiations with DEQ could contemplate renegotiating conditions for loan periods to not exceed the life expectancy of the projects they finance.

It was further mentioned that ARPA grant money should be utilized promptly, given its carryover through multiple fiscal years, and discussions ensued about future allocations, specifically for playground improvements.

Lastly, there was an acknowledgment of additional revenues that needed to be accounted and clarified within the budget structure, such as system development charges, development and treatment of unappropriated balances of funds.

6. Confirmation Was Given on State Shared Revenue and Recommendations for Council Considerations for its Use

The meeting attendees sought and offered clarification on specific revenue streams including state revenue sharing and the remaining balance of the American Rescue Plan money. Efforts were made to ascertain the costs involved in capital projects, especially those relating to water and sewer infrastructure.

A recommendation was made to label future budget items pertaining to outstanding loans with their corresponding payoff dates. This action aims to offer comprehensive debt information for both present and future references. Additionally, a suggestion was placed to assign allocated funds from charitable activities directly to project-specific activities (such as playground improvements) for clear budget tracking and measurement towards goals.

7. Miscellaneous Discussions

Various miscellaneous topics were discussed, such as potential costs for new office phones, website details, operational supplies, and the acknowledgment of an increase in insurance premiums. There was an exchange over the understanding of system development charge (SDC) allocations, where clarity was sought regarding whether the funds could be used to reimburse expense for previous city developments or be strictly allocated towards new developments.


8. Adjournment

Mayor Worman adjourned the meeting at 8:00 PM.



Mayor Will Worman

ATTEST:



Recording Secretary Makenzee Goodell