



595 Main St. Aumsville, Oregon 97325  
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## **Aumsville Budget Committee – Agenda 5/10/22**

7:00pm – 9:00pm

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. Elect 2022-23 Budget Officers:
  - Nominations for Chair & Vice Chair
3. Approval of Minutes from Meeting held on May 11, 2021
4. Budget Message & Presentation - Budget Officer Harding
5. Public Comment on the Proposed Fiscal Year 2022-2023 Budget
  - A. Open Public Hearing
  - B. Accept Public Comments on Proposed Budget
  - C. Close Public Hearing
6. Public Hearing – State Revenue Sharing:
  - A. Open Public Hearing – The budget committee will take public comment on possible uses for State Revenue Sharing money. Any visitor who wishes to comment can request to be acknowledged. We have also taken written testimony leading up to the meeting date, which will be considered and entered into the public records.
  - B. Accept Public Comment on uses of State Funds
  - C. Close Public Hearing
7. Review & Revise Budget Document
  - General Fund (10)
  - Police Fund (11)
  - Water (12)
  - Sewer (13)
  - Street (14)
  - Park (15)
  - PW Equip (16)
  - Special Projects Fund (17)
  - Sewer Improvements (19)
  - Vehicle Replacement (20)
  - City Reserve (22)
  - Water SDC (24)
  - Maj. Off. Equip Reserve (27)
  - Water Improvements (28)
  - Sewer SDC (29)
  - Transportation SDC (30)
  - Bikeway/Pedestrian (31)



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- Park SDC (32)
- Storm Drainage SDC (34)
- OPRD Grant Fund (35)
- IIAF&C (36)

Recommended Motion:

I move to approve the fiscal year 2022-23 budget as proposed, and to recommend the city levy taxes at the permanent rate of \$3.6327 per \$1,000 of assessed value.

8. ADJOURNMENT

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities must be made at least 48 hours prior to the meeting. Please call (503) 749-2030 and leave a message or Oregon Relay Service for TDD at (800) 735-2900.



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**AUMSVILLE BUDGET COMMITTEE  
MEETING MINUTES  
May 11<sup>th</sup>, 2021  
Via Zoom Meeting**

**CALL TO ORDER**

2020-21 Budget Committee Chair Kim Ferguson opened the meeting at 7:02 PM.

Attendees: Tammy Bennett, Nico Casarez, Angelica Ceja, Doug Cox, Doug Ecclestone, Amy Evans, Kim Ferguson, Della Seney, Katie Wallace, Walter Wick, Karla Willmschen. Staff: City Administrator Ron Harding, Finance Officer Josh Hoyer, and Public Works Director Steve Oslie.

Absent, Councilor Lee, Ray Mandyck

Excused, Mayor Clevenger

**2021-22 Chair Nominations**

A motion was made by Councilor Casarez to appoint Karla Willmschen as the 2021-22 Aumsville Budget Committee Chair and it was seconded. A verbal vote was conducted. The motion passed 10-1. Voting in favor: Tammy Bennett, Nico Casarez, Angelica Ceja, Doug Cox, Doug Ecclestone, Amy Evans, Kim Ferguson, Della Seney, Katie Wallace, Walter Wick. Not in favor: Karla Willmschen.

**2021-22 Vice Chair Nominations**

Councilor Casarez made a motion to appoint Kim Ferguson as the 2021-22 Aumsville Budget Committee Vice-Chair. Derek Clevenger seconded the motion. A verbal vote was conducted. The motion passed unanimously.

Chair Willmschen called for review of the budget committee meeting minutes from May 12, 2020. Della Seney made a motion to approve the minutes as presented, seconded by Nico Casarez. The motion passed unanimously.

**PUBLIC HEARING – BUDGET, STATE REVENUE SHARING**

Chair Willmschen opened the Public Hearing for the budget at 7:13. With no comments, the hearing was closed at 7:14pm. The State Revenue Sharing hearing was opened at 7:15 PM. There being no comments, Chair Willmschen closed the hearing, and moved on to the review of the proposed budget. Chair Willmschen turned the meeting over to CA Ron Harding and FO Josh Hoyer.

## **2021-22 Budget Message**

The 2021-22 Fiscal Year Budget Message was received, and CA Harding delivered a presentation showing a detailed five-year forecast and explaining the budget details in relation to the financial outlook and policies of the city. CA Harding emphasized that the City's hard work in maintaining its 90-day reserves in operating funds has played an important role in sustaining operations during the current challenging economic climate. Operating funds have continued to perform well and are expected to do so for the next few years. The Sewer fund has some uncertainty as its mandated sewer system improvement project gets closer to starting. The new sewer treatment plant being considered will require significant funding. As an anecdote, if Aumsville were to raise its sewer rates 100%, it would provide enough funding to cover a \$600,000 annual debt service payment, leaving a little more than \$300,000 to cover additional operating costs. However, current project estimates indicate that additional operating costs will be even higher than this, considering energy and maintenance costs as well as increased staffing levels to operate the system.

The COVID-19 crisis brought about significant challenges, but with the help of a Coronavirus Relief Fund grant, the City was able to purchase various supplies and equipment to address the increased sanitization, masking, and distancing requirements. As a result, operations were able to continue as close to normal as possible.

Councilor Casarez inquired about the timeline of the apartment complex that was anticipated on the west side of Aumsville. CA Harding explained that the extension allowed to the developer is good until the Summer of 2023, at which point significant development needs to have started. It is unclear if construction will begin soon. There have been several buyers inquiring on the property, but to our knowledge, no purchase has taken place at this time. If this project does begin to develop, it could mean additional dwelling units over the next few years, leading to increased revenues in SDC funds, as well as increased utility and Public Safety Fee revenues once these units are occupied.

The General Fund budget remains generally unchanged from last year, beside a modest inflationary factor to cover increasing costs of materials and services. An additional \$30,000 in the Capital Projects line to accommodate some construction projects to be completed during the year, including the tiny business village at Porter-Boone Park, which finally received necessary approvals from the National Parks Service. The cost of lumber and other supplies has increased significantly compared to last year, which necessitated an increase in funding.

City staff have been facing difficulties with its current financial software package. As such, staff has proposed replacing this software in the coming year. Higher quality packages will cost considerably more than what was spent on the current Vision software. As a result, increased transfers to the Major Office Equipment Reserve Fund have been proposed in each operating fund. Staff anticipates upwards of \$125,000 in potential costs to install a new software package that would fit the City's operational needs.

Committee Member Willmschen asked if the reservoir generator project discussed last year has been purchased yet. CA Harding explained that this purchase remains on the capital plan, but the City has been awaiting adequate funding and engineering to be completed before it goes out to bid on it and other related improvement projects.

The Water, Sewer and Street Funds each contain a proposed increase in transfers to the Public Works Equipment Fund, to help build capital that will be used on various Public Works projects, including construction of a new Public Works Shop.

With the completion of current park improvement projects, the city has reduced proposed expenditures in site improvements. Most other operation expenses remain relatively unchanged, aside from \$3,000 being budgeted to Recreation Activities to help fund operation of the Saturday Market.

The Sewer Improvement Fund will be receiving a direct allocation from the American Rescue Plan Act of about \$852,000, which will come in over a two-year period. This funding can be used to complete infrastructure projects. Council is currently planning to use these funds to help address some of the DEQ requirements being placed on the City's sewer system. This additional funding will definitely help the City get a start on some of the planning and design on this complicated improvement project.

About \$108,000 is allocated to the Public Works Vehicles line of the Vehicle Reserve Fund. The City plans to spend about \$75,000 to purchase two new service trucks for Public Works. The remaining funds will be reserved for future budgets.

The City expects to receive a reimbursement from FEMA for expenses incurred during the February ice storm. \$15,000 was spent from the City Reserve, Emergency expense line, so of the reimbursements to be received, \$15,000 is allocated to be received back into the City Reserve Fund. Any additional funding will be directed to various funds according to the expenses incurred.

Since there are no known development projects in the city, no SDC revenues are anticipated in any of the City's System Development Charge Funds. As discussed earlier, if the apartment complex does begin developing, the city could reconvene to discuss appropriating any revenues that would occur. However, currently there is no indication of this starting during the fiscal year.

Major maintenance of the City's million-gallon water reservoir remains on the City's to-do list. However, the City has recently discovered that its other storage reservoir of 100,000 gallons would likely be insufficient to provide ample flow to residents while the million gallon tank is offline. Most likely, this maintenance will need to wait until a second reservoir is built. Another million-gallon tank is being planned to start construction some time during the next few years. As such, the water improvements fund will generally continue to build up funding while in this holding pattern.

Council has approved roughly \$330,000 in expenditures from the Transportation System Development Charge Fund to design a new intersection at Del Mar and 11<sup>th</sup> and another at Del Mar and 1<sup>st</sup> St. These improvements could help improve mobility through the city, as well as spur development at the Interchange Development (ID) zone near Highway 22.

The Bikeway/Pedestrian Fund has about \$16,000 available for improvement projects on bike and footpaths around the city. Public Works is working to identify potential projects that could be completed alongside other improvement projects.

The Park System Development Fund has an ongoing obligation which originated from the purchase of park property on the east side of town. Around \$100,000 in principal balance remains to be paid; however, payments are supposed to be made from SDC fee receipts throughout the year. Since there is no development occurring right now, there are no new revenues to be passed through to this debt

obligation. The City is also working with the League of Oregon Cities to arrange for the annexation of this park property, as it is currently outside the city limits. A small portion of the available balance within the fund has been dedicated to cover planning costs related to this project.

There were no further questions or comments. Chair Willmschen asked for a motion to approve the proposed agenda as discussed and amended. Doug Cox made a motion to approve the fiscal year 2021-22 budget as reviewed and amended, and to recommend the city levy taxes at the permanent rate of \$3.6327 per \$1,000 of assessed value. Seconded by Councilor Casarez. A roll call vote was taken: the motion passed unanimously 11-0. Voting in favor Tammy Bennett, Nico Casarez, Angelica Ceja, Doug Cox, Doug Ecclestone, Amy Evans, Kim Ferguson, Della Seney, Katie Wallace, Walter Wick, Karla Willmschen.

The meeting adjourned without prejudice at 8:58 PM

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Karla Willmschen, Chair

ATTEST: \_\_\_\_\_  
Ron Harding, City Administrator