



# CITY OF SWEET HOME BUDGET COMMITTEE AGENDA

April 19, 2022, 6:00 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

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## Meeting Information

The City of Sweet Home is hosting this meeting in-person and streaming the meeting via the Microsoft Teams platform. There will be opportunity for public input. To view the meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. The phone lines will open 15 minutes prior to the meeting start time. Meeting ID: 573 783 716#

This video stream and call-in options are allowed under Council Rules, meet the requirements for Oregon Public Meeting Law, and have been approved by the Mayor and Chairperson of the meeting.

## Call to Order

## Roll Call

## Approval of Minutes

- a) [Approval of Minutes - 2022-04-06 Budget Committee Minutes \(pg. 2\)](#)

## Public Hearing on the Election to Receive State Revenue Sharing Funds

## Review and Discussion of Proposed Budget

- a) General Fund
- b) Public Safety Fund
- c) Library Services Fund
- d) Project and Equipment Reserve Fund
- e) Narcotics Fund
- f) Internal Service Funds
- g) Committee Action - Motion to receive state revenue sharing funds

## Recognition of Visitors and Public Comment Period

## Additional Meetings

*Additional meetings will be held at the Sweet Home City Hall on the following dates:*

April 20, 2022 & April 28, 2022 (if needed)

## Adjournment

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*The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.*



# CITY OF SWEET HOME BUDGET COMMITTEE MINUTES

April 06, 2022, 6:00 PM  
Sweet Home City Hall, 3225 Main Street  
Sweet Home, OR 97386

WIFI Passcode: guestwifi

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## Call to Order

The meeting was called to order at 6 PM.

## Roll Call

### PRESENT

Mayor Greg Mahler  
Councilor Diane Gerson  
Councilor Dave Trask  
Councilor Lisa Gourley  
Councilor Angelita Sanchez  
Councilor Susan Coleman  
Committee Member Josh Thorstad

### ABSENT

Councilor Dylan Richards  
Committee Member Bob Briana  
Committee Member Derek Dix  
Committee Member David Lowman  
Committee Member Kenneth Hamlin

### STAFF

Christy Wurster, City Manager Pro Tem  
Brandon Neish, Finance Director  
Jeff Lynn, Chief of Police  
Jason Ogden, Police Captain  
Greg Springman, Public Works Director  
Julie Fisher, Administrative Services Manager

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## Review and Discussion of Proposed 2022-2023 Budget

a) Budget Message Presentation

Christy Wurster City Manager Pro Tem presented the Budget Message. She reported on cost of living increases, no anticipated increase in health insurance coverage, and only a few minor staffing changes.

Careful consideration of expenditures in the General Fund is necessary to protect reserves at the end of a 5 year forecast period. The current budget projects that the City will spend approximately \$475,000 of our reserves to continue operations.

The Police Levy Fund has a healthy beginning balance due to several vacant positions an staff is recommending that the City not assess the entire levy. The Library Levy has appropriated \$100,000 towards the cost of an architect to prepare some preliminary concepts drawings of the future library once the Council and community determines its future location.

Enterprise Funds include water, sewer, and storm water funds. The Budget does not propose any rate increases in water, sewer, and storm water fees until there is sufficient information to determine our specific funding needs. The Wastewater Treatment Plant renovation is the priority in the sewer fund, and small diameter water main replacements are the priority in the Water Fund.

City staff was successful in refinancing the debt associated with \$5.88 million in 2021-2022. This will result in \$769k savings over the life of the loan.

City Manager Pro Tem Wurster thanked the Budget Committee and staff for their contributions to the Budget this year.

b) Budget Training

The Committee watched a video titled "Introduction to Local Budget Law" presented by the Department of Revenue. Finance Director Neish stated he is available for questions as well as City Manager Pro Tem Wurster. The Department of Revenue is also available to answer Budget questions and their contact information was provided.

The Committee was reminded of Public Meeting Law and cautioned about conversations outside the meeting. It is ok for committee members to talk to staff.

c) Election of Chair

Josh Thorstad received a nomination for Chair. There were no other nomination for Chair. Voting Yea: Mayor Mahler, Councilor Gerson, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Coleman, Committee Member Thorstad

d) Election of Vice Chair

Kenny Hamlin was nominated for Vice Chair. There were no other nominations. Voting Yea: Mayor Mahler, Councilor Gerson, Councilor Trask, Councilor Gourley, Councilor Sanchez, Councilor Coleman, Committee Member Thorstad

*Additional Meetings will be held at the Sweet Home City Hall on the following dates:*

April 19, 2022, April 20, 2022, April 28, 2022

**Adjournment**

The meeting adjourned at 7:00 PM.

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Chair

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City Manager Pro Tem – Ex Officio City Recorder