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**City of Salem Sustainable Services Revenue Task Force  
Minutes\***

**DATE: NOVEMBER 28, 2018**

**CHAIRPERSON:** Mayor Bennett

**PLACE:** Council Chambers

**STAFF LIAISON:**

Kelley Jacobs, Budget Officer

503-588-6049

[kjacobs@cityofsalem.net](mailto:kjacobs@cityofsalem.net)

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**Members Present:**

Mayor Bennett  
Councilor McCoid-Vice Chair  
Councilor Ausec  
Member Britni Davidson-Cruickshank  
Member Antonia Decker  
Member Mike Erdmann  
Member Theresa Haskins  
Member Dayna Jung  
Member Raquel Moore-Green  
Member Monica D. Pacheco  
Member Kasia Quillinan  
Member Ray Quisenberry  
Member Dan Wellert

**Staff Present:**

Steve Powers, City Manager  
Kacey Duncan, Deputy City Manager  
Dan Atchison, City Attorney  
Mina Hanssen, Human Resources Director  
Jerry Moore, Chief of Police  
Krishna Namburi, IT Director  
Mike Niblock, Fire Chief  
Kristin Retherford, Urban Development Director  
Kelley Jacobs, Budget Officer  
Alicia Blaylock, Administrative Services Manager-PW  
Courtney Knox-Busch, Strategic Initiatives Manager  
Ryan Zink, Budget Analyst  
Kali Leinenbach, Budget Analyst  
Josh Eggleston, Budget Analyst  
Samantha Naluai, Management Analyst  
Kelli Blechschmidt, Administrative Analyst

**Members Absent:**

Member Gasper

- 1. CALL TO ORDER: 6:03 PM – Quorum**
- 2. APPROVAL OF MINUTES:**
  - a. November 7, 2018
- 3. PUBLIC COMMENT:**
  - a. None
- 4. INFORMATION ITEMS:**
  - a. *Staff Presentation by Deputy City Manager Kacey Duncan*

Questions or Comments by: Mayor Bennett, Councilor McCoid, Member Decker, Member Erdmann, Member Moore-Green, Member Pacheco, Member Quillinan, Member Quisenberry, Member Wellert

Staff Responses by: City Manager Powers, Deputy City Manager Duncan, Budget Officer Jacobs

*\*Note that these final minutes have not been adopted or approved by the Task Force do to this date being their final meeting.*

**b. *Staff Presentation by Budget Officer Jacobs-City Operating Fee***

Questions or Comments by: Mayor Bennett, Councilor McCoid, Member Erdmann, Member Haskins, Member Pacheco, Member Quillinan

Staff Responses by: City Manager Powers, Deputy City Manager Duncan, Budget Officer Jacobs

**c. *Staff Presentation by Budget Officer Jacobs-City Payroll Tax***

Questions or Comments by: Mayor Bennett, Member Erdmann, Member Haskins, Member Jung, Member Quillinan, Member Wellert,

Staff Responses by: Budget Officer Jacobs, Deputy City Manager Duncan, Administrative Analyst Blechschmidt

**d. *Staff Presentation by Budget Officer Jacobs-City Gas Tax***

Questions or Comments by: Mayor Bennett, Member Erdmann, Member Haskins, Member Moore Green, Member Pacheco, Member Wellert

Staff Responses: City Manager Powers, Deputy City Manager Duncan, Budget Officer Jacobs

**5. ACTION ITEMS:**

**a. *Approval of Minutes***

1. A motion was made by Mayor Bennett to approve the November 7, 2018 meeting minutes. Motion was seconded by Councilor McCoid.

The motion carried by the following vote:

**Aye:** 13-Bennett, Ausec, McCoid, Davidson-Cruickshank, Decker, Erdmann, Haskins, Jung, Moore-Green, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 0

**Absent:** 1-Gasper

**Abstain:** 0

**b. *General Fund Revenue Option-City Operating Fee:***

Questions and Comments By: Mayor Bennett, Councilor McCoid, Member Decker, Member Haskins, Member Erdmann, Member Quillinan, Member Quisenberry, Member Wellert

Staff Responses By: City Manager Powers, Deputy City Manager Duncan, Budget Officer Jacobs

1. A motion was made by Member Haskins and seconded by Member Pacheco to forward a recommendation to City Council to consider a City Operating Fee with a formula for the fee to address concerns or issues with equitable distribution amongst commercial and residential classifications and generating a minimum of \$6 million.

The motion passed by the following vote:

**Aye:** 13-Bennett, Ausec, McCoid, Davidson-Cruikshank, Decker, Erdmann, Haskins, Jung, Moore-Green, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 0

**Absent:** 1-Gasper

**Abstain:** 0

**c. *General Fund Revenue Option-City Payroll Tax***

Questions and Comments By: Mayor Bennett, Councilor Ausec, Councilor McCoid, Member Erdmann, Member Jung, Member Moore-Green Member Pacheco, Member Wellert, Member Quillinan

Staff Responses By: City Manager Powers, Deputy City Manager Duncan, Budget Officer Jacobs, Administrative Analyst Blechschmidt

1. A motion was made by Member Quillinan and seconded by Councilor Ausec to forward a recommendation to City Council to consider a City Payroll Tax.

The motion passed by the following vote:

**Aye:** 7-Bennett, Ausec, McCoid, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 6- Davidson-Cruikshank, Decker, Erdmann, Haskins, Jung, Moore-Green

**Absent:** 1-Gasper

**Abstain:** 0

**d. *Transportation Services Fund Revenue Option- City Gas Tax***

Questions and Comments By: Mayor Bennett, Member Davidson-Cruikshank, Member Erdmann

Staff Responses By: None

1. A motion was made by Mayor Bennett and seconded by Councilor McCoid to forward a recommendation to the City Council to consider a City Gas Tax.

The motion passed by the following vote:

**Aye:** 12-Bennett, Ausec, McCoid, Davidson-Cruickshank, Decker, Haskins, Jung, Moore-Green, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 1- Erdmann

**Absent:** 1-Gasper

**Abstain:** 0

**e. Voter Referral:**

Questions and Comments by: Mayor Bennett, Member Ausec, Member McCoid, Member Moore-Green, Member Haskins, Member Quisenberry, Member Quillinan

Staff Responses by: None

1. A motion was made by Mayor Bennett and seconded by Member Decker to forward a recommendation to City Council to consider referring to voters any new tax or fee.

**Aye:** 13- Bennett, Ausec, McCoid, Davidson-Cruickshank, Decker, Erdmann, Haskins, Jung, Moore-Green, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 0

**Absent:** 1-Gasper

**Abstain:** 0

**f. Strategic Timing of Voter Referred Measures**

Questions or Comments by: Mayor Bennett, Member Quillinan, Member Haskins

Staff Responses by: None

1. A motion was made by Member Haskins and seconded by Member Decker to forward a recommendation to City Council to consider strategic timing of any revenue measures referred to voters.

**Aye:** 13- Bennett, Ausec, McCoid, Davidson-Cruickshank, Decker, Erdmann, Haskins, Jung, Moore-Green, Pacheco, Quillinan, Quisenberry, Wellert

**Nay:** 0

**Absent:** 1-Gasper

**Abstain:** 0

**6. INFORMATION ITEMS:**

- a.** City Manager Powers asks for further assistance from Task Force members to review the staff-prepared report to City Council. City Manager Powers also noted the report would be delivered to the City Council later than the originally anticipated date of December 10, 2018

**7. ADJOURNMENT: 7:48 PM**