

# MINUTES



Joint Meeting of the City of Salem Budget Committee and the Salem Urban Renewal Agency Budget Committee

DATE: Wednesday, April 26, 2023  
TIME: 6:00 PM  
CHAIRPERSON: Virginia Stapleton  
PLACE: Hybrid  
Chambers & YouTube

STAFF LIAISON:  
Josh Eggleston, Chief Financial Officer  
503-588-6130  
[jeggleston@cityofsalem.net](mailto:jeggleston@cityofsalem.net)  
Kali Leinenbach,  
503-588-6231  
[kleinenbach@cityofsalem.net](mailto:kleinenbach@cityofsalem.net)

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1. OPENING EXERCISES – Chairperson Stapleton called the meeting to order at 6:00pm

Members present: Chair Stapleton, Tigan, Phillips, Cohen, Gonzalez, Vice-chair Brown, C. Hoy, Nordyke, J. Hoy, Varney, Vieyra-Braendle, Nishioka, Milton, Gwyn, Shirack, Allen, Dixon, Curtis

Pledge of Allegiance by: All

Vice-chair Brown informed the Committee about the additions agenda submitted which included one staff report and one errata.

**Motion:** Move to approve the additions agenda of April 26, 2023 for the City of Salem Budget Committee and Urban Renewal Agency Budget Committee Meeting.

Motion by: Vice-chair Brown  
Seconded by: Member C. Hoy

**Action:** Motion passes  
Vote:  
Aye: Unanimous  
Nay:  
Abstentions:

2. PUBLIC TESTIMONY

**Council Chamber Appearance:**

Matt Hale, Ward 4

**Topic:**

General Fund Budget

3. MINUTES
  - a. Minutes from April 19, 2023 City of Salem and Urban Renewal Agency Budget Committee Meeting

**Motion:** Move to approve the meeting minutes from the April 19, 2023 City of Salem Budget Committee and Urban Renewal Agency Budget Committee Meeting.

Motion by: Vice-chair Brown  
Seconded by: Member Nishioka

**Action:** Motion passes  
**Vote:**  
**Aye:** Unanimous  
**Nay:**  
**Abstentions:**

4. ACTION ITEMS

- a. Errata 1 - Scrivener Correction, Safe, Reliable & Efficient Infrastructure Utility Fund (Book 1, pgs. 131, 141-42)
- b. Errata 2 – Scrivener Correction, Proposed CIP and the Safe, Reliable & Efficient Infrastructure Construction Section (CIP, pg. 8-10, 73, 81, 89, 93 and 96 and Book 1, pgs. 235, 237, 244 and 246)
- c. Errata 3 - Scrivener Correction, Cultural and Tourism (TOT) Fund Summary (Book 1, pgs 301-304)

**Motion:** Move to approve Errata Sheets 1, 2 & 3 as recommended by Staff

Motion by: Vice-chair Brown  
Seconded by: Member Phillips

**Action:** Motion passes  
**Vote:**  
**Aye:** Unanimous  
**Nay:**

5. INFORMATION ITEMS

- a. Staff Report: Summary of Budget Committee Actions Through April 19, 2023
- b. Staff Report: Responses to Committee Member Questions
- c. FY 2023 Q3 Financial Report for the City of Salem
- d. FY 2023 Q3 Financial Report for the Urban Renewal Agency
- e. Staff Report: Additional Responses to Committee Member Questions

Questions or comments by: Members Dixon, Curtis, Allen, Chairperson Stapleton, C. Hoy, Nishioka, Tigan, Gonzalez, Vice-chair Brown, Gwyn

Answers or comments by: Chief Financial Officer Josh Eggleston

6. PUBLIC HEARINGS

- a. Capital Improvements Plan
  - Member Nordyke declared a potential conflict of interest.
  - Staff Report: Public Hearing on the Proposed Capital Improvement Plan for FY 2024 through FY 2028, Management Analyst II James Wharton-Hess.
  
  - Chair Stapleton opened the Public Hearing.
  - No members of the public signed up to testify

Questions or comments by: Members Cohen, Tigan, Phillips, Varney, Chairperson Stapleton, Vice-chair Brown, J. Hoy, Nordyke, C. Hoy

Answers and explanations by: Acting Public Works Director Brian Martin, P.E., Rob Romanek, Parks Planner, Josh Eggleston, Chief Finance Officer, James Wharton-Hess, Management Analyst II, Brandon Klukis, Street Maintenance Supervisor, Kristin Retherford, Urban and Community Development Director.

**Motion:** Move to continue the CIP Public Hearing until next week's Budget Committee Meeting.

Motion by: Member Tigan  
Seconded by: Vice-chair Brown

## 7. SPECIAL ORDERS OF BUSINESS

- a. Urban Renewal Agency Proposed FY 2024 Budget, Book 2
  - Presentation and overview Budget Manager Leinenbach
- b. Result Area Budget Review – Strong and Diverse Economy, pages 149 – 164
  - Presentation and overview Budget Manager Leinenbach
  - Discussion and review (for both the Proposed FY 2024 Urban Renewal Agency Budget and the Strong and Diverse Economy result area)

Questions or comments by: None  
Answers and explanations by: None

- c. Result Area Budget Review – Safe, Reliable and Efficient Infrastructure, pages 125 – 148
  - Presentation and overview Chief Financial Officer Eggleston
  - Discussion and review

Questions or comments by: Chair Stapleton, Vice-chair Brown, Member Nishioka

Answers and explanations by: Chief Financial Officer Eggleston, Assistant Public Works Director Becktel

8. PUBLIC TESTIMONY FOR FUTURE BUDGET ISSUES

The Budget Committee has set aside time for public comment to address items not on the agenda. Each individual testifying will be limited to no more than three (3) minutes.

- a. None

9. COMMITTEE DISCUSSION ON FUTURE INFORMATION ITEMS

Questions or comments by: Members Tigan, Nordyke, Allen, Curtis, Dixon, Cohen, Vice-chair Brown

Answers and explanations by: Chief Financial Officer Eggleston, Kristin Retherford, Urban and Community Development Director.

10. ADJOURNMENT

The meeting was adjourned at 8:14 PM

Respectfully Submitted,

Kelli Blechschmidt  
Minutes Recorder

*The next Budget Committee meeting will be held Wednesday, May 4, 2023 at 6:00 pm in for presentation of the City Manager's proposed FY 2024 budget.*

- *Result Area: Good Governance, pages 43 – 76*
- *Result Area: Safe Community, pages 97 - 124*
- *Public Hearing State Shared Revenue Funds*
- *Continuation of the Public Hearing for the Capital Improvements Plan*

*Budget staff is available for your convenience to discuss the budget document and process. Please call the staff listed above or 503-588-6040 if you have any questions.*

The City of Salem budget information can be accessed on the internet at: [www.cityofsalem.net/budget](http://www.cityofsalem.net/budget)

NOTE: Disability-related accommodations, including auxiliary aids or services, in order to participate in this meeting, are available upon request. Sign language and Spanish interpreters are available. Languages other than English are also available upon request. To request such an accommodation or interpretation, contact Kelli Blechschmidt, (503) 588-6231 or [kblechschmidt@cityofsalem.net](mailto:kblechschmidt@cityofsalem.net) at least 2 business days before this meeting. TTD/TTY telephone (503) 588-6439 is also available 24/7.

The City of Salem values all persons without regard to race, color, religion, national origin, sex, age, marital status, domestic partnership, disability, familial status, sexual orientation, gender identity and source of income.