



CITY OF LYONS

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BUDGET PLANNING WORKSHOP MINUTES MARCH 8, 2016

Council Present: Mayor Troy Donohue, Councilor Mark Orr, Councilor Lloyd Valentine, Councilor Mike Wagner, Councilor Jessica Ritchie

Council Absent:

Employees Present: Micki Valentine – City Recorder

Public Present: Dave Kinney, Jerry Tabler-Budget Committee, Candace Hampton-Library Board, Barbara Orr, Steve Baldwin-Budget Committee

Opened w/pledge @ 6:30pm by Mayor Troy Donohue

Introductions by all present. Dave Kinney is facilitator to guide the meeting tonight.

He explains that ground rules are to focus on issues facing the community. He requests they share their responses on the questionnaire.

Successes/Accomplishments

What are the successes or accomplishments over the past year? Mike responds that council is functioning as it should and the office is open every day and serves the citizens as needed. Mark responded relationship between staff and council has improved. Also no more division between city and water district. More citizen involvement. Jessica the City-wide Cleanup and Christmas Lighting contest were great accomplishments. Troy adds the work at the cemetery. Candace identifies some issues with the library – air conditioning. Candace success is the library board is complete and working goals, already completed budget. Additional children's program – special activities like the sleepover – new website and Facebook page. Jessica adds the new lighting and security system. Troy explains ADA issues.

Issues/Challenges

Mike long term solution for the library. Troy explains Building Maintenance Fund was created for long term solution for the library. Jerry asks about grant opportunity. Dave says there may be through private foundations. Jessica says there are issues with space and septic. Mike says another issue is a sewer system for the city. Troy says a previous grant was looked at but fought by the water district. The State will require us to do so eventually. Mark explains Mill City's system. Mark says another challenge would be an updated emergency disaster plan. Mark mentions that the cemetery is old and wonders if there are grants available. Jessica says there is lack of activities for the youth, like a skate park. Youth programs here are some library reading programs. Some churches have summer youth activities. There is a youth ball league at Robert's Field. The school has after-school activities. Mike says we've been playing catch-up and not had an opportunity for discussion of vision. Dave says, that is not unusual for small towns because of lack of time, limited staff, and under watchful eye of everyone – people agree or second guess or question decisions, and talk one on one – under more scrutiny than larger cities.

Opportunities

Dave sees that some of the challenges could be turned into opportunities such as library facilities, sewer system, and youth activities. Jessica says a challenge would be community input. Mark thinks it is getting more involvement. Dave asks how does the city get citizen participation? Troy said years ago there was a community survey with not much participation, mainly readerboard. Dave says the website is pretty easy to navigate. Jessica says we also have a Facebook page. Mark said that the recordings used to be on the website and community could see that we are improving and coming together. Dave asks, what would the community say if you asked them, is the council working together right now and is it heading in the same direction? Mark said they would for the people he talks to. Jerry added, we had some issues and are now moving away, council is communicating. Steve thinks there is a group that is waiting for this council to fail. Jerry adds that they are working towards a common goal to make the city better. Troy agrees, even if they disagree but they are still civil – new ideas – not arguing. Dave says it is difficult to communicate with the community.

Where do you see the City in five years?

Mike – financially sound

Mark – city functioning in a positive manner, debt free, incorporate city hall & library, community center, skate park, sell buildings, council working together

Jessica – resolution on the library – decision to be made which angle we're going to go, temporary air conditioning until something is done. Has architect looked at building – Troy says yes it would cost a lot of money to make compliant. Jessica says headed in right direction more community involvement festival or parade or something – it will lead to more community involvement. Jerry says Woodburn does a showcase of their services. Dave says the fire district does the Chili Cook-off; it's an opportunity to talk to the community.

Troy – would like to utilize the enterprise zone, get those developed and provide jobs. Mike says that would lead to sewer issue. Dave says sewer is an issue for new business – Mill City also has the same issue for their industrial areas.

Lloyd – youth center, sewer system, property for cemetery or something different. Property owners won't release property.

Jessica says we're fairly simple and small, would like to see smaller things happening, need a plan rather than just putting out fires. Troy says funding is needed. Dave says we need to set aside funds. The library project is a pretty ambitious project. Jessica suggests the property next to the school could be utilized as a joint library project for the school and city.

What steps can be done this budget year to start working on those things?

Mike – What it actually costs to run the city, how much do we have set aside. Dave says there is some money in the State Revenue Sharing fund. Looking forward to the budget process, transparency, and options.

Mandated Services – state law, federal regulations, contract agreements you, that are mandated to provide on annual basis - budget by state law – statewide planning rules, obligated to provide planning services to the community – building permits contracted to the county – and possibly cemetery. State revenue sharing requires five services.

Essential Services – role of local government: street maintenance & improvements, law enforcement, administrative services, and public buildings to keep-up and maintain.

Desired Services – Library services, ponds/park facilities, cemetery, street lighting, and rehab loans through the county. Community cares about these things, they expect the mandated and essential services.

Projects – The staff has identified the library looking for air conditioning, seven computers replaced, parking lot paved for summer reading program, use the downstairs with chairlift and back door needs to be ADA compliant. Public works – crack-sealing the streets, catch basin cleaning, expand catch basin inserts. Cemetery – radar detection, columbarium. Parks – RC track. Equipment – trailer, mower, pickup or gator type vehicle, tool list, heat for shop building. Buildings – Library, City Hall – computer software programs need updated, copy machine needs upgraded.

Council Priorities – Mike critical for direction of library. Jessica agrees. Mark agrees - would like to see all facilities consolidated into one. Mike doesn't want to put any more money into the library. AC unit needed – venting is a concern. Jessica says this is the number one priority. The library will need a temporary solution for the heat. Troy says it will cost more than \$100,000 to make it ADA compliant. Steve says it would be very expensive to build a new library. Cost comparison is suggested to be obtained. Need money in budget for a consultant. Building reserve line items could be set for engineering, consultant services, building renovation, and land acquisition. Troy says there are lots of options to consider. Mike says computers would be a priority. Troy says the Friends of the Library donated the computers at the library. Dave said the Siletz Tribe has a grant for small communities. Braemer Charitable Trust also provides small community grants. Dave asks about a vehicle/equipment fund – Stayton has there fund setup to replace equipment every ten years. Jessica explains personal use of equipment. The trailer belongs to her. Mike notes that we pay the employees mileage. Dave says you can setup a separate fund for that and use the State Revenue Sharing revenue. Jessica would like to partner with the school on getting a covered structure over the playground. Dave says the Freres & Frank foundations, & the Whipper fund/OR Community Foundation, are possible funding sources. He doesn't think it would be a financial drive for the city budget, you could provide support for it. School wants to work with the community because of election concerns. Discussion about the tools. Troy says a long term goal would be repaving the streets in town – 7th Street. Dave asks what is received in gas tax – previous is \$60,000 – not a lot for street maintenance. Dave suggested we contact Linn County Roads Department – they may add the street to their summer project – they take care of the project, we pay for it. They should be planning for summer at this time of year.

Review of Priorities – Library, Public Works equipment

Dave suggests a community events/activities line item.

Cemetery – ground needs leveled, columbarium – need quotes. Troy points out that it is a historic cemetery.

Personnel – Troy says we have notary service, budgeted for part time library person and an assistant for city hall.

Recording ends at 1:49 minutes

Discussed need for training for Micki and Public Works – line item is \$300. Discussion concerning playground equipment and bark dust at Freres Park – previously bark dust was spread by a church group. Troy says that we need to budget for the Waters Permit project for the ponds at the park. Brian with Linn County Parks may be of some assistance with issues at the park.

Council would like to have a “Vision Workshop” with facilitator. Scheduled for March 31st at 6:30pm. Focus area to discuss library.

Effective communication with the public – suggested doing a community survey with two or three questions. Jessica suggests the respondents be entered into a drawing for two movie tickets and popcorn/snack bar items.

Adjourned approx. 9:00 pm

Transcribed by Micki Valentine, City Recorder

WORKSHEETS

SUCCESSSES & ACCOMPLISHMENTS

- Council productive
- City Hall working
- Staff/CC improved
- Council has better expectations
- City/LMWD mended fences
- Public involvement
- Clean-up
- Christmas lights

SUCCESSSES

- Work @ cemetery
 - Maintenance & repairs
- Library Board Goals
 - Working together
- Summer Reading
 - Kids reading Programs
- Security system
- New library staff
- Kids involved – library key

CHALLENGES

- Library Facilities
 - Long term plans
 - Building fund created
 - Consolidate City Hall/Library
 - Facility has challenges
- Vision for Sewer
 - Options
- Disaster Plan Needed
- Cemetery

- Lack of youth programs
 - Existing
 - Library programs
 - Summer youth activities
 - Baseball/softball
 - After school programs
- Council is playing catch-up
 - Need longer term vision
 - Putting out fires

- Lack of community input
 - Survey in past
 - Readerboard
 - Web page / Facebook

VISION – 5 YEARS

- Fiscally Sound
- Facility Improvements
- Library/civic center
- Develop library strategy
- Community Involvement
- Events
- Showcase

VISION – 5 YEARS

- Linn County Enterprise Zone
 - Public facility needs / deficiencies
- Youth Center
- Acquire more land for cemetery
- Develop 5-year Action Plan

STAFF

- Library AC
- Library Computers
- Library Parking
- ADA Accessible
- Crack-sealing
- CB Cleaning/inserts
- Cemetery
 - Radar Detection
 - Columbarium

- Equipment
 - Trailer – pickup
 - Mower
 - Tractor
- PW Tools
- PW shop heater
- Library Facility Planning
- Software
- Copier

- Play shed