



**MEETING MINUTES
BUDGET COMMITTEE
187 SE COURT ST, DALLAS, OR 97338**

Monday, May 13, 2024

1 David Weston called the Budget Committee meeting to order on Monday, May 13, 2024 at 6:21
2 pm.

3 **ROLL CALL**

4 **Councilors Present:** Council President Michael Schilling, Councilor Nancy Adams, Councilor
5 Kirsten Collins, Councilor Kim Fitzgerald, and Councilor Micah Jantz

6 **Citizen Members Present:** Todd Brumfield, Matthew Ceiplis, Juli Koprowski, Lora Monroe,
7 Nicholas Peasley, Jessica Schuler, Rich Spofford, David Weston, and Holly Williamson

8 **Councilors Excused:** Councilor Larry Briggs and Councilor Debbie Virden

9 **Councilors Absent:** Councilor Carlos Barrientos and Councilor David Shein

10 **Citizen Members Absent:** none

11 **Also Present:** Mayor Kenneth L. Woods, Jr., City Manager Brian Latta, Assistant City Manager
12 Emily Gagner, City Attorney Lane Shetterly, Police Chief Tom Simpson, Fire & EMS Chief
13 April Wallace, Finance Director Cecilia Ward, Public Works Director Gary Marks, Economic &
14 Community Development Director Charlie Mitchell, Library Director Mark Greenhalgh-Johnson
15 and City Recorder Kim Herring

16 **Election of Chair and Vice-Chair**

17 Member Brumfield moved and Member Monroe seconded to appoint David Weston as the Chair
18 and Holly Williamson as the Vice-Chair of the Budget Committee. The vote was taken and the
19 motion passed with a vote of 14-0.

20 **Approve Minutes of the May 10, 2023 Budget Committee Meeting and the April 13, 2024**
21 **Budget Committee Training**

22 Councilor Schilling moved and Councilor Adams seconded to approve the minutes of the May
23 10, 2023 Budget Committee Meeting and the April 13, 2024 Budget Committee Training. The
24 vote was taken and the motion passed with a vote of 14-0.

25 **Budget Message**

26 Mr. Latta presented the Budget Message for Fiscal Year 2024-25. No changes to the City's fi-
27 nancial policies have been considered or made since the last review by the City Council. The
28 General Fund unappropriated fund balance, excluding contingency is 12.5% this year.

29 As the City's population continues to grow, the city's management team is regularly evaluating
30 organizational changes and service enhancements to address this growth. In this budget year, the

1 City is adding eight new positions and eliminating three current positions, accounting for a full-
2 time equivalent increase of 2.61.

3 **Public Hearing**

4 Chair Weston opened the public hearing on the 2024-25 City of Dallas Budget and use of state
5 revenue sharing funds at 6:39 pm and asked if there were any questions regarding the Budget
6 Message. There was a brief discussion regarding hiring practices for the new positions proposed
7 in the 2024-25 budget. The public hearing was closed at 6:43 pm.

8 **Budget Discussion**

9 Chair Weston opened the budget discussion for Fiscal Year 2024-25. Mr. Latta presented the
10 Fiscal Year 2024-25 budget. The overall revenues are estimated to increase by 4.3%. The overall
11 increase is due in large part to the \$1.6 million increase in User Fees. Our Unappropriated Fund
12 Balance has grown to \$1.9 million. This reflects just the unappropriated General Fund balance.
13 The City's policy on the General Fund unappropriated balance is to retain a minimum of 10% of
14 the operating expenses of the General Fund. This budgeted amount is in compliance with that
15 policy at 12.5%.

16 **Approval**

17 Member Monroe moved to adjust the Police Department Personnel Services expense line to in-
18 clude an increase of \$55,000. The motion was seconded by Jessica Schuler. The vote was taken
19 and the motion passed with a vote of 14-0.

20 Member Monroe moved to approve and recommend the Council adopt the 2024-2025 budget as
21 presented to and amended by the Budget Committee and approve the use of state revenue sharing
22 funds. Juli Koprowski seconded the motion. The vote was taken and the motion passed with a
23 vote of 14-0.

24 Member Monroe moved to recommend to the City Council to approve the property tax rate of
25 \$4.1954 per \$1,000 of assessed value. The motion was seconded by Jessica Schuler. The vote
26 was taken and the motion passed with a vote of 14-0.

27 **ADJOURNMENT:** 8:35 pm

28 Respectfully Submitted,

29 Kim Herring
30 City Recorder