

MINUTES  
Warrenton City Commission  
WORK SESSION – June 27, 2017

5:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Mayor Balensifer called the meeting to order at 5:04 p.m.

Commissioners Present: Mayor Balensifer, Tom Dyer, Rick Newton and Mark Baldwin  
Excused: Pam Ackley

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Library Site Manager Nettie Calog, Fire Chief Tim Demers and Deputy City Recorder Dawne Shaw

Others: Library Board Members

Library Board Chair Kelsey Balensifer <sup>ds</sup>~~Henry~~ reviewed a “wish list” of items the board would like. The list includes; expanded hours of operation; update the checkout system; e-books; expand children programming; more community events; adult literacy and second language tutoring; marketing; contingency and future planning; consider purchasing current building or building new for the permanent location.

Finance Director April Clark passed out preliminary numbers on variations of levy increases; and noted the numbers do not reflect an increase in staff or operations. She noted per year, it would be approximately \$65,000 for 1 FTE and \$11,500 for a PTE. It was noted the utility costs are still an unknown. Discussion continued on staffing, volunteers and hours of operation. Library Site Manager Nettie Calog noted the library is currently open 22 hours per week, and would like to see it open 50 hours per week. Ms. Calog noted the numbers for automation and e-books; \$5,000 - \$10,000 to start up digital checkout system, and \$6,000 per year; E-books - \$1,000 startup cost and \$35,000 per year.

Discussion followed on levy increase amounts and possible fees for local and out of town users. City Manager Engbretson noted increasing the levy to .25 cents, would only leave approximately \$40,000 for upgrades, after the current services and lease are covered. Discussion continued on levy increase amounts and it was noted if the city is going to ask voters for .25, the voters need to know what that .25 will pay for.

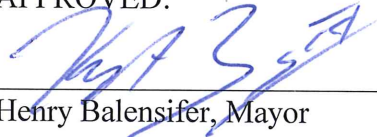
Discussion followed on the old Hammond library property and the possibility of selling and putting the money in a trust for the future purchase of a permanent library location. City

Manager Engbretson stated the Commission will need to adopt ballot title at the first meeting in August to get it on the November ballot.

Mayor Balensifer noted he is comfortable with possibly up to 35 cents. He asked the library board to assess their needs and come back to give the Commission 3 tiers/options to choose from. ("the basic needs, the expanded and the platinum package")

There being no further business Mayor Balensifer adjourned the work session 5:55 p.m.

APPROVED:

  
Henry Balensifer, Mayor

ATTEST:

  
Dawne Shaw, Deputy City Recorder