



**CITY OF CARLTON**  
**URBAN RENEWAL BUDGET COMMITTEE MEETING AGENDA**  
**TUESDAY, MAY 14, 2019, 6:00 P.M.**  
**CITY HALL, COUNCIL CHAMBERS, 191 E. MAIN STREET, CARLTON**

*The Mission of the City of Carlton is to safeguard and enhance the vitality and livability of the community by providing essential services with professionalism and integrity.*

**1. Call to Order – Roll Call**

- 1) Changes to the Agenda

**2. Election of Urban Renewal Budget Committee Chairperson**

**3. Agenda Items**

- 1) Minutes Approval – May 1, 2019
- 2) Presentation of FY20 Proposed Urban Renewal Budget
- 3) Public Comments: FY20 Proposed Urban Renewal Budget
- 4) Approve FY20 Proposed Urban Renewal Budget

**4. Adjournment**



## MEMORANDUM

**To:** The Chair and Members of the Urban Renewal Budget Committee  
**From:** Christy Martinez, Budget Officer  
**Subject:** Urban Renewal Budget Committee Meeting – Agenda Items  
**Date:** May 13, 2019

### **2. Election of Urban Renewal Budget Committee Chairperson**

Each year, at the beginning of the Urban Renewal Budget Committee's first meeting, the Committee elects the chairperson to administer the meetings. The elected Carlton Budget Committee chairperson also serves as the Urban Renewal Budget committee chair. Last year, Dean Catherman was elected as the City of Carlton Budget Committee and Carlton Urban Renewal Committee Chairperson on May 1, 2018.

### **3. Agenda Items**

#### **1) Minutes Approval – May 1, 2018**

Staff recommends the Urban Renewal Budget Committee approve and authorize the mayor and chair to sign the Urban Renewal Budget Committee meeting minutes from May 1, 2018, as submitted.

#### **2) Presentation of FY20 Proposed Urban Renewal Budget – Budget Message**

Staff will present an overview of the FY20 proposed budget and respond to questions from Budget Committee Members.

#### **3) Public Comments: FY20 Proposed Urban Renewal Budget**

The committee chair will open the meeting to public comments on the FY20 proposed urban renewal budget.

#### **4) Approve FY20 Proposed Urban Renewal Budget**

The budget committee must vote to approve the FY20 proposed budget.



Urban Renewal Agency Budget Committee Minutes  
MAY 1, 2018, 6:00 PM  
Carlton City Hall, Council Chambers, 191 E. Main Street

**1. CALL MEETING TO ORDER & ROLL CALL**

Chair Dean Catherman called the meeting to order at 8:15 PM. No changes were made to the agenda.

**Council Members Present:** Mayor Kathie Oriet, Councilors Carey Rhoads, Shirley Ward-Mullen, and Amy Wilder

**Citizen Members Present:** Chair Dean Catherman, David Samuel Hill, Sara Meyer, Sandy Schultz, Randy Stapilus, and Pat Swanick

**Staff Present:** Finance Director/Budget Officer Christy Martinez, City Manager Chad Olsen, Police Chief Kevin Martinez, Public Works Director Bryan Burnham, City Recorder Jennifer Nelson, Accounting Specialist Charmaine Berhorst, Police Officer Tim Jordan

**2. ELECTION OF URBAN RENEWAL BUDGET COMMITTEE CHAIRPERSON 8:17 PM**

**MOTION: Meyer/Ward-Mullen** to nominate Dean Catherman as Chair of the City of Carlton Urban Renewal Budget Committee for 2018. Motion carried (10 Yes/0 No/4 Absent [Carl, Chitwood, Jernstedt, Moore]/0 Abstain).

**3. AGENDA ITEMS**

**1) Meeting Minutes – April 20, 2017 8:17 PM**

**MOTION: Stapilus/Meyer** to approve the Carlton Urban Renewal Agency Budget Committee minutes from April 20, 2017, as submitted. Motion carried (10 Yes/0 No/4 Absent [Carl, Chitwood, Jernstedt, Moore]/0 Abstain).

**2) Presentation of Proposed Fiscal Year 2018-19 Proposed Urban Renewal Budget 8:17 PM**

Olsen presented. Stapilus spoke to how the urban renewal amount was first set based on estimate of projects anticipated at that time.

**3) Public Comments: Fiscal Year 2018-19 Proposed Urban Renewal Budget 8:45 PM**

Chair Catherman opened and closed the public comment at 8:45 PM; no citizens appeared to comment.

**4) Approve Fiscal Year 2018-19 Proposed Urban Renewal Budget 8:46 PM**

**MOTION: Hill/Stapilus** to approve the Proposed Carlton Urban Renewal Budget for the Fiscal Year 2018-19, as presented. Motion carried (10 Yes/0 No/4 Absent [Carl, Chitwood, Jernstedt, Moore]/0 Abstain).

**4. ADJOURNMENT**

The meeting adjourned at 8:46 PM.

**APPROVED** by the Urban Renewal Agency Budget Committee on this 14th day of May, 2019.

ATTEST:

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Dean Catherman, Chair

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Brian Rake, Mayor

\_\_\_\_\_  
Aimee Amerson, Community Economic Development Coordinator