



**BUDGET COMMITTEE MEETING MINUTES ~ APPROVED
MAY 8, 2012 AT 5:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

1. CALL TO ORDER

Mayor Ruede called the meeting of the Dunes City Budget Committee to order at 5:00 pm.

2. ROLL CALL

Roll Call was taken by City Recorder/Budget Officer Fred Hilden.

Present: Mayor Rebecca Ruede, Council President Jamie Mills, Councilor Dick Anderson, Councilor Richard Koehler, Councilor Troy Sathe, April Dumas, Robert Read, Jo Owen, Darlene Beckman, Maurice Sanders, Paul Floto and City Recorder/Budget Officer Fred Hilden.

Absent and Excused: Councilor Ed Scarberry, Councilor Duke Wells and Jackie Crave.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Darlene Beckman made a motion to approve the Agenda as presented. Council President Mills seconded the motion. The motion passed by a vote of 10 ayes and 1 abstain (Councilor Sathe).

5. APPROVAL OF THE MEETING MINUTES FOR APRIL 24, 2012

Paul Floto made a motion to approve the minutes of April 24, 2012 as presented. Council President Mills seconded the motion. The motion passed by a vote of 8 ayes and 3 abstain (Councilor Sathe, Councilor Anderson and Maurice Sanders).

6. ANNOUNCEMENTS (Mayor Ruede)

Mayor Ruede stated that she would like to thank Council President Mills for chairing the meeting for her last week.

Budget Officer Fred Hilden stated that he wanted to announce that Peter Howison has submitted a petition to put the Septic Ordinance on the November ballot in order to repeal Ordinance 211A.

Council President Mills asked if there would be any more additional costs to have that put on the ballot.

Budget Officer Fred Hilden stated that it would probably cost between \$500 - \$800.

Budget Officer Fred Hilden stated he had one other announcement. He has had several requests to share the LUBA expense to date and he had prepared a report. The total to date with an estimate of \$3000 for May, the total amount will be around \$22,909. All of the LUBA expenses should be buttoned up by the end of May.

Budget Officer Fred Hilden stated that everything that is highlighted in pink (all Personal Services) has not been approved by the Budget Committee.

April Dumas asked where the extra portage money was put.

Council President Mills stated that it went into the General Fund under Miscellaneous.

7. CONTINUE PRESENTATION / REVIEW OF 2012-2013 BUDGET

Mayor Ruede stated that we needed to review the Water Rights Fund on page 13.

Budget Officer Fred Hilden stated that the beginning fund balance was \$45,130 as audited at the beginning of this year and we collected \$12,513 in Administrative Fees and my proposal is to use \$45,000 for the Beginning Fund Balance (line 1), \$1,100 in Application Fees (line 6), based on actual projects that we are aware of and \$13,000 for Administrative Fees (line 7) for Total Resources of \$59,100. Expense wise Year to Date we are at \$7,539 in Personal Services and my proposal is to budget \$12,308. For total Materials & Services the Year to Date is \$1,305 and is probably lower than it should be and the proposed budget is \$5,050. The discrepancy is on Meter Reading (line 13) as this work was not done this year. General Operating Contingency (line 26) is the same number (\$13,000) that was approved by the Budget Committee last year and most of that was associated with the weir.

Councilor Koehler suggested reducing Meter Reading (line 13) from \$3000 to \$2000. He also stated that another issue is the volunteer reporting of meter readings. By history, sending out a card and saying please tell us where you are getting your water so we can charge you more has not worked. There is some more work to be done on that.

Budget Officer Fred Hilden stated let me clarify that. The WEIR Ad Hoc Committee came up with the post card idea to help identify those that have a permit. For me I would be the first one to say how I have water. Those that don't respond are the ones that you go after or identify as needing correction. The Water Master will shut down those that do not have a permit or refuse to get one.

Bob Read made a motion to accept the proposed Water Rights Fund numbers with the exception of the Personal Services. Maurice Sanders seconded the motion. The motion passed by a vote of 10 ayes and 1 nay (Councilor Koehler).

Budget Officer Fred Hilden stated that he is proposing for the Emergency Communications Fund an income of \$12,000 and \$12,000 for expense and a transfer of \$1,600 (the Beginning Fund Balance) into the General Fund.

Paul Floto made a motion to move \$1,600 into the General Fund. Darlene Beckman seconded the motion. The motion passed by unanimous vote.

Maurice Sanders made a motion to approve the Emergency Communications Fund as presented. Council President Mills seconded the motion. The motion passed by unanimous vote.

Budget Officer Fred Hilden stated that on page two of the General Fund, page 5 of the Building Codes Fund and page 7 of the State Street Fund he copied the proposed budget for Personal Services to the Budget Committee column to make the totals work, but it is highlighted in pink to show that it has not been approved yet by the Budget Committee.

Councilor Sathe made a motion to amend Personal Services total from \$121,085 to \$110,000. Paul Floto seconded the motion. The motion failed by 7 nays and 3 ayes (Councilor Sathe, Councilor Koehler and Paul Floto).

Councilor Sathe stated if the Personal Services number stays where it is we will have at least a 3 to 3, I know for a fact right now.

Mayor Ruede stated that you can't predict that right now Councilor Sathe so let's move on.

Councilor Sathe interrupted stating I'm pretty close.

Paul Floto made a motion to have the Budget Officer identify \$24,000 in reductions in the General Fund. Councilor Koehler seconded the motion. The motion passed by 9 ayes and 1 nay (Darlene Beckman).

Paul Floto made a motion to have the Budget Officer identify \$17,607 in reductions in the Building Codes Fund. Councilor Sathe seconded the motion. The motion passed by unanimous vote.

8. CITIZEN INPUT ON BUDGET - None

9. CONFIRM NEXT MEETING DATE

The next meeting date was confirmed for Tuesday, May 15, 2012 at 5:00 pm.

10. ADJOURNMENT

Mayor Ruede asked for a motion for adjournment.

Maurice Sanders made a motion to adjourn the meeting. Darlene Beckman seconded the motion. The motion passed by a unanimous vote. Mayor Ruede adjourned the Dunes City Budget Committee meeting at 6:40 pm.

The proceedings of the Dunes City Budget Committee meeting were recorded on tape, and are on file at Dunes City Hall. Upon approval by the Dunes City Budget Committee, these minutes will be available at Dunes City Hall and online at www.dunescity.com

APPROVED BY THE BUDGET COMMITTEE ON THE 29th DAY OF MAY 2012.

[Signed copy available at City Hall]

Rebecca Ruede, Mayor

ATTEST:

[Signed copy available at City Hall]

Fred Hilden, City Recorder/Budget Officer