



BUDGET COMMITTEE MEETING MINUTES ~ APPROVED
MAY 22, 2018 AT 5:00 PM
City Hall ~ 82877 Spruce St., Westlake, OR

The proceedings of the Dunes City Budget Committee meeting were recorded, 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.

1. CALL TO ORDER

Mayor Robert Forsythe called the Tuesday, May 22, meeting of the Dunes City Budget Committee to order at 5:00 pm.

2. ROLL CALL

Roll Call was taken by Budget Officer Jamie Mills.

Present: Mayor Robert Forsythe, Council President Sheldon Meyer, Councilor Susan Snow, Councilor Robert Orr, and Councilor Duke Wells with citizen members Rory Hammond, and Craig Zolezzi. There is one vacancy on the Committee.

Citizen member Linda John arrived at 5:01 pm.

Absent and Excused: Councilor Tom Mallen.

Absent: Councilor Alan Montgomery and citizen members Keith Garvey, Ric Ziegler and Brett McKnight.

Also Present: Administrative Assistant Rapunzel Oberholtzer.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. MOTION TO APPROVE THE AGENDA

Mr. Hammond made a motion to approve the agenda. Councilor Orr seconded the motion. The motion passed by unanimous vote.

5. ANNOUNCEMENTS

There were none, but City Administrator Mills read aloud a letter received via email on Friday, May 18, from Andrea Simmons, Enforcement Officer for the Department of Consumer Services/Building Codes Division, regarding the withdrawal of the April 24, 2018, letter. Ms. Simmons' letter advised that the BCD has rescinded all of the temporary rules adopted on April 23, 2018, related to program delegation and adopted new rules requiring municipalities to appoint a Building Official who is employed by a jurisdiction. The letter

noted that new temporary rules were enclosed with the letter and that the renewal date for the City's program was changed to July 1, 2019. The letter went on to state that BCD has requested an opinion from the Attorney General in the matter of third party building inspection programs and minimum standards for State-delegated building inspection programs.

Mayor Forsythe noted that the LOC Facebook announcement related to the letter thanked each of the ten cities that opposed the original new rules.

6. APPROVAL OF MEETING MINUTES

A. Meeting Minutes for May 15, 2018

Mr. Hammond made a motion to approve the minutes of the May 15, 2018, meeting as published. Council President Meyer seconded the motion. The motion passed by unanimous vote.

7. REVIEW AND DISCUSSION OF PROPOSED BUDGET

Budget Officer Mills explained that since the last meeting she had reviewed the potential funding from grants to make sure that the dollar amounts were correct. She also explained that, as directed in the last meeting, she transferred last year's Building Code line item amounts into the proposed budget for this fiscal year and also increased projected revenue from building permits.

Budget Officer Mills reported that she had researched the question about the minimum amount of tax a city could levy and the answer is that a city *can* levy just one-half a cent tax per thousand. She recommended, however, that the amount of the tax should at least cover the cost of putting the question on the ballot and suggested that the Committee recommend a tax of one cent. She also explained the Budget Committee is responsible for recommending a tax to the City Council for consideration.

8. CITIZEN INPUT ON BUDGET

There was none.

9. APPROVAL OF 2018-2019 BUDGET

Councilor Orr made a motion to approve the budget as written. Mr. Hammond seconded the motion. The motion passed by unanimous vote.

10. CONSIDERATION OF LOCAL OPTION LEVY

Mr. Hammond made a motion for the Budget Committee to recommend that the City Council take up consideration of a local option levy of one cent per thousand of assessed value. Council President Sheldon Meyer seconded the motion.

During discussion, Budget Officer Mills was asked about the cost of putting the question of a local option levy on the ballot for voters to consider. She explained that she could not quote an exact cost because the cost of publishing the ballot with all of the questions from the County and the State was shared among all of the entities placing questions on the ballot.

During further discussion there were questions about why the City is required now to levy a

tax in order to qualify for shared State revenue when it was not required at any time in the past. Budget Officer Mills explained that the law requiring a city local tax was changed several years ago at a time when there was significant turnover in City Staff—the new law was overlooked during transition between old Staff, volunteers running the office, and new hires.

There was some discussion about the amount of the tax and whether or not the amount should be lower than one cent. Budget Officer Mills explained that there is a cap of ten cents per thousand, which includes all State, County, School District, Fire District, and City taxes. Mayor Forsythe noted that “assessed value” is a fluctuating number.

Mr. Hammond amended his motion to recommend that the City Council consider a tax of up to one cent per thousand. Councilor Wells seconded the amended motion. The motion passed by unanimous vote.

11. ADJOURNMENT

Mr. Hammond made a motion to adjourn. Councilor Orr seconded the motion. The motion passed by unanimous vote.

Mayor Forsythe adjourned the meeting at 5:23 pm.

APPROVED BY THE BUDGET COMMITTEE ON THE 14th DAY OF NOVEMBER 2018

[Signed copy available at City Hall]
Robert Forsythe, Mayor

ATTEST:

[Signed copy available at City Hall]
Jamie Mills, City Administrator/Budget Officer