



BUDGET COMMITTEE MEETING MINUTES ~ APPROVED
NOVEMBER 14, 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 Wednesday, November 14, 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, Councilor Duke Wells, and Councilor Tom Mallen with citizen member Rory Hammond.

Budget Officer Mills announced that the terms of citizen members Craig Zolezzi, Linda John and Brett McKnight expired and they were not reapplying. She noted that one new application had been received and the applicant could be appointed by the City Council during its December meeting.

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

Also Present: Administrative Assistant Rapunzel Oberholtzer and City Attorney Ross Williamson from Local Government Law Group.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. MOTION TO APPROVE THE AGENDA

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

5. ANNOUNCEMENTS

There were none.

6. APPROVAL OF MEETING MINUTES FOR MAY 22, 2018

Councilor Mallen made a motion to approve the minutes of the May 22, 2018, meeting. Councilor Orr seconded the motion. The motion passed by unanimous vote.

7. REVIEW AND DISCUSSION OF BUDGET VS ACTUAL TO DATE

Budget Officer Mills explained that the revenue and expense should be at about 33% of budgeted numbers four months into the 2018-2019 Fiscal Year. She pointed out that the City is receiving shared tax revenue but that revenue was not included in the budget, which meant that the City would need to approve a Supplemental Budget in the future to account for that revenue. The Supplemental Budget would also reflect adjustments to Personal Services funds.

Budget Officer Mills referred Committee Members to the Personal Services expenses, noting that the expenses were well over 33% as a result of converting former Cardinal employees to Staff and paying their accumulated PERS contributions.

Budget Officer Mills reported that the City did not receive the \$325,000 grant from Parks and Recreation, so affected numbers would be adjusted downward in the next version of the budget. She reported that ODOT provided a grant for \$49,000 to reimburse the cost of road work on Huckleberry Lane, Alder and Fir.

There was some concern about whether or not the State would require the City to hire a staff Building Official in 2019 and how the City would pay for it. City Attorney Ross Williamson introduced himself to the Committee and explained that the League of Oregon Cities, his office and others have been following the State's actions. He explained that the latest action request is for the State Attorney General to review the legal opinion that led to the State Building Codes Division requirement for cities to hire a Building Official by July 1, 2018. He went on to explain that the AG's office has solicited input from the LOC and the Association of Oregon Counties and city and county attorneys are assembling a legal memorandum in response to the AG's request which will be presented to the State legislature next year.

There was some discussion about shared revenue and whether or not the City would continue to receive the distribution. Mr. Williamson explained that there are two State requirements that govern the distribution of revenue: 1) a city must provide at least four municipal services (which Dunes City does and certifies by City Resolution each year) and 2) a State Statute that says the State shall not distribute State shared revenue unless a city levies a property tax. Mr. Williamson went on to note that the State is, or should be, aware that Dunes City does not have (and never has had) a property tax and Dunes City is not the only city that receives shared revenue without imposing a property tax, there are a few others.

Mr. Williamson went on to say that there is no requirement for the City to repay any of the funds it has received from the State. There was some discussion about the form the State provides Dunes City for filing to receive shared revenue each year. Mr. Williamson explained that the form provided is a suggested form but does not appear to be required so the City can amend it, other cities do.

It was generally agreed that, going forward, City Administrator/Recorder Mills should not use the form suggested by the State.

8. REVIEW OF EFFECTS OF FAILURE OF BALLOT QUESTION

Budget Officer Mills referred Committee Members to the last three pages of their meeting packets which was an illustration of City income and expenses without shared revenue. She noted that as long as the shared revenue continues, there should be enough revenue to meet expenses.

In other discussion, it was generally agreed to set next year's goal setting meeting for 4:00 pm on Wednesday, February 13.

9. CITIZEN INPUT

There was none.

10. ADJOURNMENT

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

Mayor Forsythe adjourned the meeting at 5:46 pm.

APPROVED BY THE BUDGET COMMITTEE ON THE 23rd DAY OF JANUARY 2019

[Signed copy available at City Hall]

Robert Forsythe, Mayor

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Budget Officer