



**BUDGET COMMITTEE MEETING MINUTES ~ APPROVED
DECEMBER 11, 2019 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, December 11, meeting of the Dunes City Budget Committee to order at 5:35 pm.

2. ROLL CALL

Roll Call was taken by Budget Officer Jamie Mills.

Present: Mayor Robert Forsythe, Councilor Duke Wells, Councilor Susan Snow and Councilor Tom Mallen, with citizen members Rory Hammond, Keith Garvey and Richard Snow.

Absent and Excused: Council President Sheldon Meyer.

Absent: Councilors Robert Orr and Alan Montgomery.

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. Mr. Snow seconded the motion. The motion passed by unanimous vote.

5. APPROVAL OF MEETING MINUTES FOR MAY 15, 2019

Mr. Snow made a motion to approve the minutes of the May 15 meeting. The motion was seconded by Mr. Hammond. The motion passed by unanimous vote.

6. REVIEW OF BUDGET VS. ACTUAL YEAR TO DATE

Budget Officer Mills explained that with a few exceptions the percent of budget for the year to date should be around 50%; notable exceptions would be where Franchise Fees have been paid or grant funding has been received because these revenue sources are a once a year occurrence.

Budget Officer Mills went on to explain that CIS would no longer cover Richard Palmer under the City's Workers Compensation Insurance because he is a volunteer—CIS is not providing Workers Comp coverage to any City volunteers. She noted that she has converted Mr. Palmer's position to a part-time City employee working less than 600 hours per year so there is no PERS expense for him.

There no significant questions about the budget revenue and expense to date.

7. DISCUSSION OF UPCOMING BUDGET NEEDS

Mayor Forsythe reminded everyone that a potential source of revenue could be the sale of the undeveloped roadways the County vacated to Dunes City. Budget Officer Mills went on to note that the City Attorney is still working out the details for disposing of the land and whether or not the County's action was, in fact, legal.

Councilor Snow said that she would like the City to purchase more water testing equipment for testers on both Woahink and Siltcoos.

Mr. Hammond said that the budget for the next fiscal year should reflect the goals set by the Council in 2020.

There was some discussion about whether or not Dunes City would be eligible to receive timber money if becomes available again. Budget Officer Mills agreed to gather more information from the League of Oregon Cities.

8. SCHEDULE NEXT BUDGET COMMITTEE MEETING

The Committee did not set a date for the next Budget Committee meeting but did agree to schedule the 2020 Goal Setting Session for Thursday, January 16, from 4:00 to 6:00 pm.

9. ADJOURNMENT

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

Mayor Forsythe adjourned the meeting at 5:56 pm.

APPROVED BY THE BUDGET COMMITTEE ON THE 18th DAY OF NOVEMBER 2020

[Signed copy available at City Hall]

Robert Forsythe, Mayor

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Budget Officer