



BUDGET COMMITTEE MEETING MINUTES ~ APPROVED

TUESDAY, MAY 7, 2024 AT 6:00 P.M.

City Hall ~ 82877 Spruce St., Westlake, OR 97493

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

1. CALL TO ORDER

Council President Susan Snow called the Budget Committee's May 7, 2024 Meeting to order at 6:00 pm.

2. ROLL CALL

Acting City Administrator Lila Timmons called the Roll.

Present: Council President Susan Snow, Councilor Chris Clemons, Councilor Joe Giammona, Councilor Richard Olson, Commissioner Gail Nichols and Richard Snow.

Absent and Excused: Councilor Tom Mallen, Councilor Melissa Stinson, and Mayor Ed McGuire

Also Present: Acting City Administrator Lila Timmons and various residents.

3. PLEDGE OF ALLEGIANCE

All who wished to participate stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Council President Susan Snow asked if there was a motion to approve the Agenda. Richard Snow made a motion to approve the Agenda. Commissioner Gail Nichols seconded the motion. The motion passed unanimously.

5. MINUTES OF THE APRIL 3, 2024 BUDGET COMMITTEE MEETING

Council President Susan Snow asked if there was a motion to approve the minutes from April 3rd. Councilor Joe Giammona made a motion to approve the April 3rd budget committee meeting minutes. Councilor Richard Olson seconded the motion. The motion passed unanimously.

6. REVIEW OF PROPOSED BUDGET AS PRESENTED

Council President Susan Snow stated that the committee would go over the budget that was presented last month. Councilor Joe Giammona stated that City Administrator Jamie Mills sent

the Journal Entries and that they had been also sent in January. However, the Journal Entries do not match. Council President Susan Snow stated that for the time being, the committee will have to go with the budget that was submitted to the public and that a few minor changes are allowed. The budget can be amended. Richard Snow stated that it was important to make sure that all the line items are included and correct. Citizen Jeanne Jackson asked if the budget committee had received her sister's letter. Council President Susan Snow confirmed that the committee had received the letter. Council President Susan Snow confirmed that this is a one-year budget and that an amended budget will be mandatory once the numbers can be correctly determined as they go over page one of the budget. Councilor Joe Giammona asked why a starting number is estimated and not just zero. Council President Susan Snow stated a number must cover what the City thinks will come in as revenue. Council President Susan Snow asked about page 2. Councilor Joe Giammona asked about the training line. Council President Susan Snow stated that the City usually gets grants for training. Council President Susan Snow asked if there were any questions about page 3. Richard Snow asked about the empty lines. Council President Susan Snow said that the line was reported at zero because once a budget line is created it can not be deleted. Council President Susan Snow stated that page 4, Building Codes Fund, should be zero at the end of the year. No questions so the committee went on to page 5. Council President Susan Snow stated that the last column was for $\frac{3}{4}$ of a year. Council President Susan Snow asked Lila Timmons about the proposed janitorial cost per year. It was determined that the budget would cover the janitorial costs. Council President Susan Snow confirmed that the two-year number was divided to get the annual apportionment from ODOT on page 6. Richard Olson stated a contract should be established between a contractor for Dunes City roads and the City. The committee spoke about how to get the roads in Dunes City fixed. Commissioner Gail Nichols asked how the City could get the resources needed to fix the roads. Richard Snow stated that we should seek out grants for road maintenance. Richard Snow further stated that it should be a top priority, and that the City has an obligation to take care of the roads. Council President Susan Snow went on to page 7. Councilor Richard Olson asked about the \$5,000 being spent but a budget of \$125,000. Council President Susan Snow stated that if you take care of your roads, it is much cheaper than letting them fail. Council President Susan Snow asked if there were any questions on page 8 or 9. Richard Snow states that this money could be used for the maintenance for the portage. Councilor Joe Giammona asked about row 8 for Parks and Rec. Council President Susan Snow stated that it was projected income. Councilor Richard Olson asked if line 7 is correct. Councilor Joe Giammona asked what RTMP stood for. Councilor Chris Clemons stated that it stood for Rural Tourism Marketing Program. Council President Susan Snow asked if anyone had a question on page 10. Councilor Joe Giammona asked about Recreational Asset Preservation on line 19. Council President Susan Snow asked if anyone had a question on page 11. Richard Snow stated that the Mayor had asked him to consult with City Administrator Jamie Mills and at the meeting no additional information was provided. Council President Susan Snow asked about line 11 and if the water usage fees should be zero. Richard Snow stated that the Water Fund, page 11, needs some analysis. Councilor Joe Giammona stated that he knew items have been mis-coded because it had happened to him. He plans to work with Lila Timmons to invoice for the Water Fund in June. The budget committee discussed fish screens. Council President Susan Snow asked if anyone had any questions on page 12. Councilor Richard Olson asked about what the unappropriated ending fund balance. Council President Susan Snow answered that it is income that has come in to the City that has not been dedicated to an expense yet. Council

President Susan Snow asked if anyone had any other questions about the budget at this time. There were none.

7. PUBLIC HEARING

Council President Susan Snow Closed the meeting at 7:17 pm and opened for the Public Hearing of the budget at 7:17 pm. She further stated that she would take questions by the public. Council President Susan Snow recognized Jeanne Jackson and asked her if she had any comments on the budget. Jeanne Jackson applauded the committee for asking questions on the budget. Jeanne Jackson stated that her and her sister were concerned about the budgets and that questions need to be asked. Due to this, Jeanne Jackson felt that the committee should not sign off on this budget. Council President Susan Snow closed the public hearing at 7:23 pm.

8. DISCUSSION, COMMENTS AND QUESTIONS FROM THE COMMITTEE

Council President Susan Snow stated that she was ready to entertain a motion to amend the budget. There were no amendments. Council President Susan Snow stated that she was ready to entertain a motion to adopt the budget and the refer it to the City Council for adoption. Richard Snow made a motion to adopt the budget and refer it to the City Council for adoption. Gail Nichols seconded the motion. The motion passed unanimously. It was noted that the committee did still have some concerns.

9. GOOD OF THE ORDER

There were none.

10. ADJOURNMENT

Commissioner Gail Nichols made a motion to adjourn. Richard Snow seconded the motion. The motion to adjourn the budget meeting passed unanimously. Council President Susan Snow adjourned the meeting at 7:25 pm.

APPROVED BY THE CITY COUNCIL THE 5TH OF MARCH, 2025.

[SIGNATURE ON FILE]

Edward McGuire, Mayor

ATTEST:

[SIGNATURE ON FILE]

Lila Timmons, City Administrator