



## **BUDGET COMMITTEE MEETING MINUTES ~ APPROVED**

### **WEDNESDAY, APRIL 3, 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](http://www.dunescityhall.com).

#### **1. CALL TO ORDER**

Mayor Ed McGuire called the Budget Committee's April 3, 2024 Meeting to order at 6:00 pm.

#### **2. ROLL CALL**

City Administrator Jamie Mills called the Roll.

**Present:** Mayor Ed McGuire, Councilor Chris Clemons, Councilor Joe Giammona, Councilor Susan Snow, Councilor Tom Mallen, Councilor Melissa Stinson, Commissioner Gail Nichols, and Richard Snow.

**Absent:** Councilor Rich Olson, Tina Nelson, and Ted Vanderwoude

**Also Present:** City Administrator/Recorder Jamie Mills, Planning Secretary 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**

Mayor Ed McGuire asked if there were any additions or changes to be made to the Agenda. Commissioner Gail Nichols made a motion to approve the Agenda. Richard Snow seconded the motion. The motion passed unanimously.

#### **5. MINUTES OF THE MARCH 13, 2024 BUDGET COMMITTEE MEETING**

Mayor Ed McGuire asked if there were any corrections to the meeting minutes. There were none. Commissioner Gail Nichols made a motion to approve the March 13, 2024 budget committee meeting minutes. Richard Snow seconded the motion. The motion passed unanimously.

## 6. PRESENTATION OF THE FY 2024-2025 PROPOSED BUDGET

## 7. DISCUSSION, COMMENTS AND QUESTIONS FROM THE COMMITTEE

City Administrator Jamie Mills stated that the changes to the budget from the last meeting are highlighted in yellow. She further stated that there were two things that needed a follow up discussion: 1) there is still not enough money in the Water Fund even with the proposed changes and 2) in the Annual Financial Report, the end balances in that report will be the new beginning balances in the proposed budget. The water fund number did change to \$14,012 instead of \$28,046. Those items have not been updated since the report was just received. Richard Snow asked what had made the difference. City Administrator Jamie Mills stated that she did not know and that the report was just received.

Mayor Ed McGuire confirmed that if the budget was approved at the meeting, the Council would see the proposed budget with the updated beginning balances.

City Administrator Jamie Mills stated that yes, as they went through the budget, she would give the Council the new beginning balance as reflected on the audit. If the budget is approved, it would go before the City Council. If the budget is not approved, another budget meeting could be scheduled.

Councilor Joe Giammona asked City Administrator Jamie Mills if the auditor prescribed the entries used to get to the \$14,012. City Administrator explained that the information is detailed in the audit report.

City Administrator Jamie Mills stated that the auditors restated the beginning balance and she was unsure of the reason. Councilor Joe Giammona asked if it was because they were using the accrual instead of cash basis. City Administrator stated that it was probably the reason.

Commissioner Gail Nichols asked if there was a reason that the committee did not have a page three. Page three copies were made and handed out to the committee and others present.

Mayor Ed McGuire suggested that the revisions to the proposed budget be made and then the committee can meet again to review.

City Administrator suggested that the Committee still discuss the Water Fund.

Mayor Ed McGuire confirmed that the Water Fund would still be short after enacting the recommendation from the previous budget meeting. City Administrator Jamie Mills stated that the yes, the Water Fund would still be short approximately \$30,000.

City Administrator Jamie Mills stated that the Council had in the past moved expenses to the General Fund.

Councilor Joe Giammona asked City Administrator Jamie Mills if that would create inconsistency. Councilors Melissa Stinson, Councilor Susan Snow and Mayor Ed McGuire expressed disinterest in that solution.

Richard Snow asked if the Water Fund should pay for its own expenses. Mayor Ed McGuire agreed that it should.

City Administrator Jamie Mills stated that the residents that she has spoken with are up in arms about the water, feeling that the City does not do anything. Mayor Ed McGuire stated that they have the right to apply for a water right from the state. Richard Snow stated that digging for a well is another option.

City Administrator Jamie Mills stated that the \$180 meter reading charge per month is going up to \$245.

Councilor Melissa Stinson expressed concern that there were other items that need to be addressed, such as those residents that the City has yet to collect from for like fish screens, water meters, etc. Councilor Melissa Stinson asked City Administrator Jamie Mills if the City has done a full account to see if all residents have paid for their water meters. City Administrator Jamie Mills stated that is an ongoing effort and a lot are caught during a change of ownership. Councilor Melissa Stinson asked about how many meters were unaccounted for. City Administrator Jamie Mills stated that she had found one earlier in the day. City Administrator stated to find that out would take someone to go through all the properties and that she does when time allows. She further stated that at one point, only 180 people were being charged for water. City Administrator Jamie Mills explained that when a property is changing hands, she goes through the file to ensure the water source, that the septic is in compliance, etc. Councilor Melissa Stinson states that she feels we need to find a new way to trigger a full file audit to find those that are drawing water from Woahink without water rights. City Administrator Jamie Mills explained that takes a lot of work and there is a lot of research involved to find each property's water source. She further stated that this is the state's job and that they don't have the staff do this either. Councilor Melissa Stinson reiterated her dislike of moving expenses to the General Fund. City Administrator Jamie Mills stated that there was not enough earnings to cover the costs. Richard Snow asked if City Administrator Jamie Mills had a suggested amount. City Administrator Jamie Mills stated that she did not but had wanted to meet with Richard Snow to go over the fund and come up with the suggested amount together. Richard Snow stated that he would be willing to do that. Councilor Melissa Stinson stated that she could see the public being concerned with the Water Fund showing a negative balance. It could make people question the true accounting of the other funds.

Mayor Ed McGuire stated that this fund is run differently than the other funds. And the state has the authority to make demands of the City.

City Administrator Jamie Mills stated that the State wants to see Dunes City with a City wide water system. Mayor Ed McGuire and City Administrator Jamie Mills confirmed that the City was not ready for that.

City Administrator Jamie Mills stated that the State would not certify the Water Rights until the City takes a step towards a municipal water system. She further stated that if a resident chooses to let go of their water rights, it is gone forever.

Councilor Tom Mallen stated that he purchased his water right with his property. City Administrator Jamie Mills explained that he purchased a permit to use the water and had to buy a meter. Residents were supposed to report their water usage. But, not all reported.

Ms. Jeanne Jackson stated that she would rather deal with the State or the County.

Another citizen stated that he thought the water rights were out to bid. Richard Snow stated that the sign referred to is for industrial water rights.

Ms. Jeanne Jackson stated that the City was not keeping its promise to provide water to citizens. City Administrator Jamie Mills stated that the City was doing the best it could under the circumstances.

## **8. PUBLIC HEARING - NONE**

## **9. CONSIDERATION OF RECOMMENDATIONS (IF ANY) - NONE**

## **10. ADJOURNMENT**

Mayor Ed McGuire adjourned the meeting at 6:35 p.m.

**APPROVED BY THE BUDGET COMMITTEE THE 7<sup>TH</sup> OF MAY, 2024.**

[Signature on file at Dunes City Hall]

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Susan Snow, Council President

ATTEST:

[Signature on file at Dunes City Hall]

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Lila Timmons, Acting City Administrator