

1 Depoe Bay Budget Committee
2 May 11, 2006 - 7:00 PM
3 Depoe Bay City Hall
4
5

6 PRESENT: Mayor J. White, A. Brown, C. Connors, D. Dunne, R. Hunter, R. Johnson, M. Lavery,
7 P. Leoni, W. Spores, P. Taunton, M. Yost
8

9 ABSENT: P. Cameron, G. Romans, J. Brown

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11 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings, Recording
12 Secretary F. Dreamingtime
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15 I. CALL TO ORDER

16 Chairman Johnson called the meeting to order at 7:00 PM and established a quorum. There was brief
17 discussion regarding whether the Budget Committee should approve the minutes of the May 4, 2006
18 meeting. It was the consensus that approval of the minutes would be delegated to the City Council.
19

20 II. OPEN DISCUSSION PERIOD/PUBLIC INPUT 21

22 **Street Fund (Page 10)**

23 Per the committee's direction at the last meeting, Staff reported that the Street Capital Improvement
24 Plan does include the Downtown Refinement Plan projects. With this information, it was the consensus
25 of the committee to transfer an additional \$50,000 from the Street Construction Reserve Fund,
26 increasing Line 18 to \$145,000. The corresponding transfer to Street Construction Reserve Fund (Page
27 13 Line 1 under Requirement Description) was increased to \$145,000.
28

29 **Harbor Fund (Pages 16-18)**

30 Owings reviewed his memo dated 5/10/06 (copy attached to original of these minutes) regarding cost of
31 public restroom maintenance, including supplies and man hours. There was discussion regarding
32 purchase of a second hoist, as the City is in the process of renting out the fish plant, and the renter will
33 eventually be taking over the hoist. Cost of a one-ton hoist is estimated at \$10-12,000. Page 16 Line 17
34 under Other Resources (Transfer from General Fund) was increased from \$60,000 to \$75,000, and a
35 new \$15,000 entry on Page 17 Line 7 under Capital Outlay was designated for a hoist, if determined to
36 be feasible. A footnote will be added that the City will conduct a feasibility study of a second hoist and
37 obtain a hoist if feasible.
38

39 **Harbor Reserve Fund (Page 19)**

40 The proposed \$15,000 Transfer from General Fund (Beginning Fund Balance, Line 5.) was eliminated
41 due to the committee's consensus to designate \$15,000 for a hoist (see Harbor Fund above).
42

43 **Sanitary Service Fund (Pages 20-22)**

44 Owings reported that a technical assistance grant may be available to conduct a study of water/sewer
45 line conditions. All lines would need to be looked at to determine their age and when they would need to
46 be replaced. He said \$20,000 is a good starting figure, for a water/sewer study, but that would not

1 necessarily be the cost of a completed study. He suggested waiting a year to begin this due to the
2 number of active projects facing the City at this time. It was noted that the agreement with Glenden
3 Beach Sanitary District, which is based on actual expenditures, is up for review this year. It was the
4 consensus of the committee to approve the Sanitary Service Fund as presented.

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6 **Sewer System Development Reserve (Page 23), Sewer Capital Improvements Reserve (Page 24),
7 and Sewer Equipment Reserve (Page 25)**

8 Following discussion, it was the consensus of the committee to approve the Sewer System Development
9 Reserve, the Sewer Equipment Reserve (closed), and the Sewer Capital Improvements Reserve as
10 presented.

11
12 **Sanitary Bond Fund (Page 26)**

13 Following brief discussion, it was the consensus of the committee to approve the Sanitary Bond Fund as
14 presented.

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16 **Water Service Fund (Pages 27-29), Water System Development Reserve Fund (Page 30), Water
17 Capital Improvements Reserve (Page 31), Water Equipment Reserve Fund (Page 32), and Miroco
18 Water Reserve Fund (Page 33)**

19 Discussion included an explanation of a \$100,000 Transfer to Water Capital Project Fund (Page 28 Line
20 6 under Transferred to Other Funds): Murray reported that there is a \$300,000 shortfall in funding for
21 the new water storage tank, and the transfer is proposed because the City Charter forbids debt without
22 voter authorization. The funds were approved as presented.

23
24 **Water Bond Fund (Page 34)**

25 It was noted that there was a large increase to Page 34 Line 10 under Beginning Fund Balance (Taxes
26 Necessary to Balance) due to the new bond issue. Murray noted that the City Council will be looking at
27 a loan from the Safe Drinking Water Loan Fund. Following brief discussion, it was the consensus of the
28 committee to approve the Water Bond Fund as presented.

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30 **Salmon Enhancement Project Fund (Page 35)**

31 It was the consensus of the committee to approve the Salmon Enhancement Project Fund as presented.

32
33 **Water Capital Project Fund (Page 36)**

34 It was the consensus of the committee to approve the Water Capital Project Fund as presented.

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36 **Supplemental Information**

37 A committee member questioned how annual cost of living adjustment relates to merit increases,
38 wondering if this enabled all employees to receive an annual salary increase of 8½%. Murray explained
39 that salary ranges are capped and merit increases are not automatic.

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41 **General Fund (Pages 1-3)**

42 The City's lack of an official donation policy was briefly discussed. Dunne presented recommendations
43 for suggested Contribution allocations (Lines 20-32 on Page 3) were reviewed (copy of handout
44 attached to original of these minutes) and discussed. It was the consensus of the Committee to contribute
45 \$1,000 to My Sister's Place, \$1,500 to Fleet of Flowers, \$1,000 to Council on Alcohol & Drug Abuse,
46 \$700 to RSVP of Lincoln County, \$5,000 to Senior Meals, \$10,000 to Neighbors for Kids (formerly

1 Depoe Bay Kids Zone), \$750 to Depoe Bay Food Pantry, \$1,500 to Lincoln City SRO/DARE, and
2 \$1,800 to Lincoln County Children’s Advocacy Center/CASA (new Line 32 on Page 3). There was
3 lengthy discussion on the request from the Depoe Bay Emergency Preparedness Committee (copy of
4 written request submitted after the May 2 meeting attached to original of these minutes). It was the
5 consensus of the committee that the budget will include \$2,500 for Emergency Procedures Packet
6 Printing (Page 3 Line 19, a new item), and \$25,000 for Emergency Warning System (Page 2 Line 3
7 under Capital Outlay, a new item). A footnote will be added that the \$25,000 is not for funding the
8 proposed standalone, single base station, but is to be applied towards a warning system as determined by
9 the City Council. Expenditure of the allotted \$25,000 is to be contingent upon studies being conducted,
10 and the City Council will discuss this with the Depoe Bay Emergency Preparedness Committee at an
11 upcoming joint meeting. Murray reviewed all the agreed upon changes to the proposed budget.
12

13 Motion: Lavery moved to recommend the City Council approve the proposed budget as revised and
14 reviewed by the Budget Officer. Connors seconded the motion.
15

16 Johnson said it was moved and seconded, and called for discussion. There was brief discussion
17 regarding replacement of fire hydrants and it was noted that the hydrants are being replaced gradually.
18

19 Vote: Motion passed.

20 Ayes: Johnson, A. Brown, Connors, Dunne, Hunter, Lavery, Leoni, Spores, Taunton,
21 White, Yost
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23 IV. ADJOURN

24 There being no further business, the meeting was adjourned at 9:26 PM.
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James White, Mayor

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34 Fox Dreamingtime, Recording Secretary