

1 Depoe Bay Budget Committee
2 May 2, 2011 - 5:30 PM
3 Depoe Bay City Hall
4

5 PRESENT: P. Cameron, C. Connors, D. Goddard, S. Hoitink, R. Hunter, B. Leff (arr 5:42),
6 P. Leoni, T. Lewis, B. Silver, B. Spores, P. Taunton (dep 7:33), T. Wideman,
7 D. Zimmerman
8

9 ABSENT: R. Johnson

10
11 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings
12

13 I. CALL TO ORDER

14 Chair Goddard called the meeting to order at 5:30 PM and established a quorum.
15

16 II. APPROVE MINUTES

17 Motion: Spores moved to approve the minutes of the April 26, 2011 Budget Committee meeting as
18 presented. Leoni seconded the motion.
19

20 Chair Goddard said it was moved and seconded, and called for discussion. There was none.
21

22 Vote: Motion passed.

23 Ayes: Cameron, Connors, Goddard, Hoitink, Hunter, Leoni, Lewis, Silver, Spores, Taunton,
24 Wideman, Zimmerman
25

26 III. OPEN DISCUSSION PERIOD/PUBLIC INPUT

27 An item of discussion from the previous meeting was revisited: Page 8, Harbor Fund, Fuel Sales.
28 There was some confusion as to whether the Committee approved to raise the fuel sales price by
29 10¢ per gallon (there was no recommendation to do this), and one Committee member was
30 unclear on why the City should sell over the purchase price; it was explained it costs money to run
31 the fuel service, and the fuel system itself is expensive to maintain. There was further discussion
32 regarding the fuel pricing and boat owner costs in general. A Committee member clarified that the
33 Harbor Fund is an "enterprise fund", meaning it's paid for by fees and charges, like other
34 enterprise funds, such as water and sewer; he also noted that \$100,000 is proposed to be
35 transferred into the Harbor Fund from Transient Room Tax revenue via the General Fund. The
36 Committee member recollected how in years gone by the harbor was self-sustaining.
37

38 **Sanitary Service Fund (Pages 11-13)**

39 Due to anticipated SDC revenue being reduced by 50% (see minutes from 4/26/11 Budget
40 meeting), the following adjustments were made to the fund:

- 41 1) Page 11 Other Resources Line 8 (Connection/Inspection Fees) was reduced from \$2,060 to
42 \$1,030.
- 43 2) Page 11 Other Resources Line 9 (Sanitary Sewer System SDC) was reduced from \$41,240 to
44 \$20,620.
- 45 3) Page 12 Capital Outlay Line 6 (Future Sewer Improvements) was reduced from \$280,600 to
46 \$259,980.

47 No further changes were proposed to the Sanitary Service Fund.
48

49 **Sanitary Bond Fund (Page 14)**

50 No changes were proposed.
51

52 **Water Service Fund (Pages 15-17)**

1 Due to anticipated SDC revenue being reduced by 50% (see minutes from 4/26/11 Budget
2 meeting), the following adjustments were made to the fund:
3 1) Page 15 Other Resources Line 7 (Connection/Inspection Fees) was reduced from \$8,310 to
4 \$4,155.
5 2) Page 15 Other Resources Line 8 (Water System SDC) was reduced from \$49,880 to \$24,940.
6 3) Page 16 Capital Outlay Line 6 (Future Water Improvements) was reduced from \$143,430 to
7 \$118,490
8 One other change was proposed:
9 >Page 16 Transferred to Other Funds Line 7 (General Operating Contingency) was reduced from
10 \$40,000 to \$35,000.
11 There were no other proposed changes.

12
13 **Miroco Water Reserve Fund (Page 18)**

14 No changes were proposed.

15
16 **Water Bond Fund (Page 19)**

17
18 Motion: Silver moved to pay additional principal of \$11,000 on the water debt, reducing the
19 reserve balance to the minimum requirement. Leff seconded the motion.

20
21 Chair Goddard said it was moved and seconded, and called for discussion. There was none.

22
23 Vote: Motion passed.

24 Ayes: Cameron, Connors, Goddard, Hoitink, Hunter, Leoni, Lewis, Silver, Spores, Taunton,
25 Wideman, Zimmerman

26
27 Motion action resulted in these changes:

- 28 1) Requirement Description/Bond Principal Payments Line 2 (RECD [1992] 1996 Issue) was
29 increased from \$14,643 to \$24,213.
30 2) Requirement Description/Bond Principal Payments Line 3 (RECD [1995] 1996 Issue) was
31 increased from \$2,228 to \$3,658.
32 3) Requirement Description/Unappropriated Balance for Following Year Line 3 (FmHA/RECD
33 Reserve @ 6/30/12) was reduced from \$69,590 to \$58,590.

34 There were no further changes proposed.

35
36 **Parks & Buildings Fund (Pages 20-22)**

37 Due to anticipated SDC revenue being reduced by 50% (see minutes from 4/26/11 Budget
38 meeting), the following adjustment was made to the fund:

39 >Page 20 Other Resources Line 6 (Parks System SDC) was reduced from \$5,600 to \$2,800.

40 Other proposed changes were:

- 41 1) Page 20 Other Resources: a new Line 11 item was added: DLCD Grant/Master Plan Update, in
42 the amount of \$5,000
43 2) Page 21 Capital Outlay Line 2 (Building Improvements/Construction) was increased from
44 \$26,000 to \$36,000
45 3) Page 21 Capital Outlay Line 10 (Future Park Imp/Acq) was reduced from \$86,500 to \$83,700.
46 4) Page 21 Capital Outlay Line 11 (Future Park Land Acquisition) was reduced from \$70,000 to
47 \$65,300.

48 Notes were adjusted as follows:

49 Line 1-Pks Comm: ~~2~~ 1 gazebo \$8K, benches \$3K, Mstr Plan Implementation \$12K, other

50 Line 2-Pks comm: ~~pave pkg/CmHall \$10K~~, other: CmHall Htr \$6K, pave pkg CH \$30K

51 Line 10-Beg. Bal + SDC rev estimate (5 x \$560) + estimated interest, less Mstr Plan Implementation \$12K

52 Line 11 -~~Accumulate funds for future acquisitions @ \$5K/yr~~ (not this year), 11/12 includes trans

53 SLAP \$45,300 from General Fund

1
2 **Salmon Enhancement Project Fund (Page 23)**

3 No changes were proposed.
4

5 **911 Emergency Telephone Tax Fund (Page 24)**

6 This is a new fund. No changes were proposed.
7

8 **Pages 25-33**

9 Funds were closed FY 2009-10. Included for historical information only.
10

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

12
13 Donna Sanders of the Depoe Bay Food Pantry and Taft Elementary Back Pack Program was present
14 and requested funding in the amount of \$2,000 for the Depoe Bay Food Pantry and \$500 for the
15 Taft Elementary Back Pack Program. She answered several questions from the Committee about
16 the Back Pack Program.
17

18 Rick Beasley of 140 Bayview, addressed the Committee about a question that has been posed in
19 the past about whether or not the City "should be in the charity business". It was his opinion that
20 businesses are the biggest recipients of charity – over kids and the food pantry. He didn't
21 understand why the City spends around \$35,000 per year (by his estimation), for two public
22 restrooms on private property. He suggested creation of a "Business Improvement District" or an
23 ordinance requiring businesses to provide their own toilets, and inform businesses that the City
24 won't provide public restrooms any longer; the businesses could tax themselves or make other
25 arrangements to recoup their costs. He also asked the Committee to stop waiving fees for use of
26 the park and Community Hall, and touched on the amount of time City workers spend providing
27 assistance at community events. He wondered where the line item for a City newsletter was, since
28 he expected it to cost thousands of dollars to produce. He wanted to see more expenditures with
29 the City partnering with the Chamber of Commerce, like the *Destination Depoe Bay* magazine.
30

31 Committee discussion included a concern about an emergency bypass in case the bridge goes out.
32

33 Motion: Leoni moved to increase the General Fund Emergency Preparedness Line Item 18 to
34 \$10,000. Silver seconded the motion.
35

36 Chair Goddard said it was moved and seconded, and called for discussion. There was discussion
37 about how to fund the increased line item. There was a general consensus to recommend that
38 effective with the 2012-13 fiscal year, entities requesting contributions provide budget information
39 for review during the decision-making process. Taunton left the meeting at 7:33 PM. There was a
40 consensus on revised amounts for Contributions (see below).
41

42 Vote: Motion passed.

43 Ayes: Cameron, Connors, Goddard, Hoitink, Hunter, Leoni, Lewis, Silver, Spores, Wideman,
44 Zimmerman
45

46 **Supplemental Information**

47 Personal Services Summary

48 A Committee member questioned the amount of Staff salaries as compared to other cities of a
49 similar size. Murray said a salary survey was conducted about three years ago; the Committee
50 member wanted another survey done. The amount of the proposed COLA was also questioned; a
51 Committee member noted that Staff received no COLA adjustment last year. Murray said the
52 amount of proposed COLA comes from the same CPI (Consumer Price Index) that the City has
53 used by Council direction, since 1997. It comes from the U.S. Bureau of Labor Statistics

1 Employment Department CPI, and is specifically the U.S. City Average Urban Wage Earners and
2 Clerical Workers column. The Committee member asked why a rural number wasn't used vs. an
3 urban number; Murray said there is no rural measurement. The Committee member stated her
4 intention to get additional information on this. There was additional discussion regarding a salary
5 survey. Chair Goddard said such surveys are usually only conducted about once every 10 years;
6 the Committee member disagreed, saying they're done every two-four years. Staff was directed to
7 do a salary survey and provide information to the Council before the second meeting in June.

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9 Materials Services Summary

10 No discussion.

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12 Capital Outlay Summary

13 No discussion.

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15 Changes proposed to the General Fund were:

16 Page 1 Other Resources: a new item on Line 26: Transfer from Urban Renewal: \$3,700.

17 Page 3 Line 18 (Emergency Preparedness) was increased from \$3,500 to \$10,000.

18 Page 3 Line 23 (Contribution to My Sister's Place) was decreased from \$1,500 to \$500.

19 Page 3 Line 24 (Contribution to Ken Trueman Center) was decreased from \$2,000 to \$0.

20 Page 3 Line 26 (Contribution to Senior Meals) was decreased from \$2,000 to \$500.

21 Page 3 Line 28 (Contribution to Depoe Bay Food Pantry) was increased from \$0 to \$2,000.

22 Page 3 Line 29 (Contribution to Taft Elementary Back Pack Program) was increased from \$0 to \$500.

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24 Motion: Cameron moved to approve the proposed budget as amended. Hunter seconded the
25 motion.

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27 Chair Goddard said it was moved and seconded, and called for discussion. There was none.

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29 Vote: Motion passed.

30 Ayes: Cameron, Connors, Goddard, Hoitink, Hunter, Leoni, Lewis, Silver, Spores, Wideman,
31 Zimmerman

32
33 There was brief additional discussion regarding waiving of fees for the Community Hall. A
34 Committee member said that fees for use of the Community Hall and the gazebo are very nominal,
35 and they should not be waived; she also commented that "when you get something for nothing,
36 then that's what it's worth" and when people pay for something, they are more respectful, and that
37 the Chamber should pay like everybody else.

38
39 Staff was directed to add to the next City Council agenda, an item to discuss a form requesting
40 budget information for entities requesting contributions. A Committee member offered to provide a
41 dozen sample forms, easily accessible from the internet.

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43 IV. ADJOURN

44 The meeting was adjourned at 7:57 PM.

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52 Dorinda Goddard, Chair
53 City of Depoe Bay Budget Committee

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Emma LuMaye, Recording Secretary