

The second meeting of the City of Astoria 2013-14 Budget Committee was held at the above place at the hour of 7:00 p.m., which was a continuation from the meeting held on April 25, 2013.

Committee Members Present: Mayor Van Dusen, City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan and Laura Leebrick.

Staff Present: City Manager Benoit, Finance Director Carlson, Community Development Director Estes, Public Works Director Ken Cook, Public Works Superintendent Ken Nelson.

The meeting was called to order by Chair Leebrick.

Budget Committee Review Schedule
Review of City of Astoria Departments/Funds for FYE 6/30/14

INDIVIDUAL BUDGET CONSIDERATION

General Fund:

Public Works Improvement Fund

City Manager Benoit presented the budget, describing the purpose of the fund and noting key projects, expenditures and funding sources. City Manager Benoit, Public Works Director Ken Cook and Public Works Superintendent Ken Nelson addressed questions regarding the 14-year old vector machine and Bear Creek Dam Site Project.

Committee Action: Motion made by Kathleen Sullivan seconded by Unknown to tentatively approve the Public Works Improvement Fund Budget. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Public Works Capital Reserve Fund

City Manager Benoit noted this new fund was established last year, specifically to segregate funds being accumulated for future projects, in this case, the slow sand filter.

Committee Action: Motion made by Mayor Van Dusen, seconded by Loran Mathews to tentatively approve the Public Works Capital Reserve Fund Budget. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Combined Sewer Overflow (CSO) Funds

City Manager Benoit described the purpose of the fund, noting two funds had no appropriation money because the projects were completed, for example, the Denver Street Project. State law requires that the fund be carried forward in the budget for three years. He noted the funds related to a few key projects and responded to comments/questions from the Committee. Regarding the figures not matching up on Page 44, Finance Director Carlson explained the prior year's numbers and totals were correct; it seemed the numbers needed to be shifted down one line. He and City Manager Benoit responded to clarifying questions from the Committee regarding Professional Services, the Contingency and how it functions within the budget

Committee Action: Motion made by Councilor Herzig, seconded by Councilor LaMear to tentatively approve the Combined Sewer Overflow (CSO) Maintenance Fund No. 180. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

The Committee commended the Public Works Department for the beautiful work done on the 8th Street and Commercial Street project.

Combined Sewer Overflow (CSO) Debt Service Fund

Financial Director Carlson described the fund and reviewed the budget.

Committee Action: Motion made by Loran Mathews, seconded by Councilor Warr to tentatively approve the Combined Sewer Overflow (CSO) Debt Service Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Public Works Fund

City Manager Benoit presented the budget and addressed clarifying questions, including those regarding drug and alcohol testing and the differences in Personal Services and salary figures. He noted no changes were made in personnel in the Engineering Division.

Committee Action: Motion made by Councilor LaMear, seconded by Loran Mathews to tentatively approve the Public Works Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

CONSENT CALENDAR

Committee Action: Motion made by Councilor Mellin, seconded by Councilor Warr to tentatively approve the Consent Calendar with the Revolving Loan Fund, Community Policing Fund, Astoria Road District Fund, Landfill Reserve Fund, Cemetery Fund, Cemetery Irreducible Fund, Promote Astoria Fund, and Logan Memorial Library Trust Fund pulled for further discussion. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Revolving Loan Fund

City Staff addressed questions and provided background information regarding Miscellaneous Derelict Program Support line item within the Revolving Loan Fund.

Committee Action: Motion made by Councilor Herzig, seconded by Councilor Warr to tentatively approve the Revolving Loan Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Community Policing Fund

Financial Director Carlson and City Manager Benoit explained the purpose of the Gifts and Bequests line item, noting further research would be done regarding how the fund originated. The change in the Resources line item amount was also discussed.

Committee Action: Motion made by Councilor LaMear, seconded by Loran Mathews to tentatively approve the Community Policing Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Astoria Road District Fund

City Manager Benoit addressed questions regarding Improvements Other Than Buildings under Capital Outlay.

Committee Action: Motion made by Councilor Herzig, seconded by Unknown to tentatively approve the Astoria Road District Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Landfill Reserve Fund

City Manager described the purpose of the funds for Professional Services and explained how some contingencies are built into certain line items throughout the budget, excluding the need for a separate line item and additional process.

Committee Action: Motion made by Councilor Herzig, seconded by Loran Mathews to tentatively approve the Landfill Reserve Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Cemetery Fund

City Manager Benoit described the purpose of and key projects under Improvements Other Than Buildings.

Committee Action: Motion made by Councilor Herzig, seconded by Councilor LaMear to tentatively approve the Cemetery Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Cemetery Irreducible Fund

Councilor Warr reviewed the history and purpose of the fund, adding that the regulations could be changed to allow the monies to be used for other purposes but that was unlikely.

Committee Action: Motion made by Councilor LaMear, seconded by Councilor Mellin to tentatively approve the Cemetery Irreducible Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Promote Astoria Fund

City Manager Benoit described other projects that the fund has supported. Mayor Van Dusen and Loran Mathews described the fund's background and purpose. The Committee discussed concerns that other festivals/events that also promote tourism in Astoria had no process to request funding. A process should be created similar to that used for allocating funds to community service organizations. Comment was made by Loran Mathews that the City should not be funding any festivals because they should be self-sufficient.

Cheryl Silverblatt, Astoria, agreed it is challenging to request funds for various cultural and events in town. While there was a strong history of the Chamber of Commerce receiving Promote Astoria funds she stated that the Chamber has done a good job. Ms. Silverblatt went on to state that State law mandates that the funding be devoted to tourism, not to the Chamber. The big question is who decides or determines what promotes tourism in Astoria. More discussion was needed about what everyone could do to promote Astoria or tourism.

Discussion continued regarding how fledgling festivals and events, like the new art tours and events, could be supported, and when the \$30,000 would be available as well as the timing of the budget process. City Manager Benoit stated Staff would develop a draft policy using the 501C.3 model and circulate it to Committee.

Committee Action: Motion made by Richard Hurley, seconded by Councilor LaMear to allocate \$30,000 within the Promote Astoria Fund under Tourism Promotion for festivals and events and to develop a policy for determining how those funds are distributed similar to the process used for 501C.3 community service organizations. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Committee Action: Motion made by Mayor Van Dusen, seconded by Councilor Warr to tentatively approve the Promote Astoria Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

Logan Memorial Library Trust Fund

City Manager Benoit said he would research the original amount of the fund. Mayor Van Dusen briefly described the background regarding the fund and why the amount was not more substantial.

Committee Action: Motion made by Councilor Mellin, seconded by Councilor Herzig to tentatively approve the Logan Memorial Library Trust Fund. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

COMMUNITY ORGANIZATION CONSIDERATION

City Manager Benoit noted that copies of the funding requests were distributed to the Committee as well as the suggested allocation amounts for each organization. The Committee's lengthy discussion included the Christmas Basket Program and Clatsop Community Action Food Program, as well as the work of the Clatsop County Women's Resource Center; Hutchins House Safe Home, Helping Hands; and Lower Columbia Hispanic Center and to what extent each organization benefitted the great community.

Committee Action: Motion made by Councilor Warr, seconded by Councilor Herzig that the Committee approve the requests for funding as recommended, adjusting the amounts to \$6,500 to Hutchins House Safe Home and \$7,500 to Helping Hands. (Motion carried.) City Councilors Mellin, LaMear, Warr and Herzig, Richard Hurley, Loran Mathews, Karen Huber, Kathleen Sullivan, Laura Leebrick, voted yes; Mayor Van Dusen voted no.

Mayor Van Dusen explained his no vote regarded how the Lower Columbia Hispanic Center had treated Norma. He supported the concept of the organization and its work as a whole, but it was currently in disarray. He noted only two businesses are members of the organization.

FINAL REVIEW AND MOTION TO APPROVE THE CITY OF ASTORIA BUDGET AS A WHOLE

Committee Action: Motion made by Councilor Warr, seconded by Kathleen Sullivan that the Budget Committee approve the City of Astoria 2013-14 Budget as a whole. (Motion carried.) (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

MOTION TO SET TAX RATE FOR GENERAL FUND AT 8.1738 PER \$1,000 OF VALUATION

Committee Action: Motion made by Councilor Warr, seconded by Richard Hurley that the Committee set the Tax Rate for General Fund at 8.1738 per \$1,000 of Valuation. (Motion carried.) City Councilors Mellin, LaMear, Warr, and Herzig, Richard Hurley, Loran Mathews, Kera Huber, Kathleen Sullivan, Laura Leebrick, and Mayor Van Dusen voted yes.

MOTION TO ADJOURN CITY OF ASTORIA BUDGET COMMITTEE MEETING

The meeting was adjourned at 9:08 p.m. to the Astoria East and West Urban Renewal Districts Budget Committee meeting.

ATTEST:

Secretary