

MINUTES

CITY OF THE DALLES
BUDGET COMMITTEE

May 2, 2022
5:30 p.m.

VIA ZOOM & IN PERSON

In Attendance: Scott Randall, Darcy Long, Tim McGlothlin, Rod Runyon, Dan Richardson, Serena Smith, Joe Barcott, Ben Wring, Debi Ferrer, Taner Elliott via zoom

Committee Absent: None

Also in attendance: Mayor Mays

Staff in attendance: Interim City Manager Daniel Hunter, Legal Counsel Jonathan Kara, City Clerk Izetta Grossman, Finance Director Angie Wilson, Community Development Director Alice Cannon, Public Works Director Dave Anderson, Police Chief Tom Worthy, Librarian Jeff Wavrunek, Police Captain Jamie Carrico

CALL TO ORDER

The meeting was called to order by Chair McGlothlin at 5:30 p.m.

ROLL CALL

Roll call was conducted by City Clerk Grossman, all Members present.

PLEDGE OF ALLEGIANCE

Chair McGlothlin invited everyone to join him in the pledge of allegiance.

ELECTION OF CHAIR AND SECRETARY

Chair McGlothlin asked for nominations for Chair.

It was moved by McGlothlin to nominate Runyon for Chair. Runyon declined.

It was moved by Runyon and seconded by Richardson to nominate McGlothlin as Chair. The motion carried 10 to 0; Runyon, Richardson, Long, Randall, McGlothlin, Smith, Barcott, Wring, Ferrer, Elliott voting in favor; none opposed.

McGlothlin asked for nominations for Secretary.

It was moved by Randall and seconded by McGlothlin to nominate Runyon as Secretary. The motion carried 9 to 1; Richardson, Long, Randall, McGlothlin, Smith, Barcott, Wring, Ferrer, Elliott voting in favor; Runyon opposed.

BUDGET OFFICER'S MESSAGE, FISCAL YEAR 2021-22

Interim City Manager Daniel Hunter read the Budget Officer's Message.

MOTION TO CERTIFY CITY OF THE DALLES TAX RATE OF \$3.0155 PER \$1000 OF ASSESSED VALUE

Finance Director Angie Wilson reviewed the tax rate information.

It was moved by Barcott and seconded by Ferrer to certify the City of The Dalles tax rate at \$3.0155 per \$1000 of assed value. The motion carried 10 to 0; Barcott, Ferrer, Richardson, Long, Randall, McGlothlin, Runyon, Smith, Wring, Elliott voting in favor voting in favor; none opposed.

PUBLIC HEARING

In response to a question Legal Counsel Kara said it was up to the chair how long each person could speak. He suggested 3 to minutes per person.

Public Hearing to Receive Testimony Regarding the Proposed Budget

Chair McGlothlin opened the Public Hearing at 5:45 p.m.

McGlothlin asked for that people keep comments to about 3 minutes during the public comment

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period.

He said there were people in the overflow room via zoom and they would be called one.

The Dalles Main Street

Crystal Kruger, President of The Dalles Main Street noted a number of board members and downtown business owners were in attendance. She said the proposed budget was in front of each committee member.

Kruger pointed out the requests for increased funding:

\$100,000 increase for operations – total of \$125,000

\$10,000 increase for shore agent for cruises – for a total of \$50,000

\$65,000 for a special project to hire someone to create a plan for economic development. This person would walk potential developers, business owners through the process of permitting and grants.

Total ask: \$240,000 up from \$65,000 currently budgeted.

Kruger said she had a team of 12 people ready to learn how to write grants and then find and write grants for small businesses.

She said every \$1 spent by the city increases property values and brings businesses into the downtown.

Kruger said Main Street had produced \$600,000 in grant funds over the course of the last two to three years. She said the largest was the Oregon Main Street Grant awarded to Todd Carpenter for redevelopment of the Recreation Building.

The following people spoke in support of the proposed budget for Main Street:

- Luise Langheinrich, Lines of Designs on 2nd Street – see letter
- Mary Davis, 422 West 16th, representing Floozies and Friends, greeters of the cruise ships. Main Street up and running again.
- Mary Linebarger, A1 Tax, 311 Court Street – time to support Main Street on larger scale. Grants cannot cover payroll.
- Teri Chance, 1905 Oakwood – Oregon Main Street grants can only go to Main Street businesses, no one else can apply; annual events; Main Street vital for continued growth
- Anthony Pereira, 1520 East 18th, past president, now treasurer of Main Street; volunteers and board participation has increased; NW Mural Fest will bring in 10's of

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- thousands of dollars to the City of The Dalles
- Jared Sawyer spoke in favor of the proposed budget
- Victoria Davis, Main Street Executive Director, asked for support of the proposed budget – downtown business owners in support
- Denae Manion, 110 East 2nd – personally has seen the value of Main Street, grants provide funds to landlord to update the façade of her location; small unseen grants help small businesses in a big way (flooring, HVAC, roofs, etc.); vital to small businesses

Library

Corliss Marsh, 1401 East 21st asked that the Other Uses Line item for administrative services be looked at. She said the charge had increase a lot over the years.

Finance Director Wilson said the Library District paid the City monthly for processing of Payroll, Accounts Receivable, Accounts Payable, Human Resources Services. She said the same formula is used for this service as transfers from departments into General Fund for services provided.

Wilson said the Legal Services will not be charged if not needed.

George Hext, 1521 East 13th spoke of the value of the Dalles Wasco County Library. He said he had served on much larger Library boards, and The Dalles Library was the best. Hext said the staff was the finest – willing to go to any length to serve the patrons. He called it the Finest Small-Town Library in the USA.

LOO

Judy Merrill, 400 West 11th Street asked that the LOO remain in the budget. (see attached packet)

Beautification Committee

Debi Ferrer disclosed she was part of the Beautification Committee.

Tiffany Prince, 1107 Quinton, Chair of the Beautification Committee said \$20,000 was in the budget for a Tree Plan, she referred to the document provided.(see attached)

Adam Rahmlow, 904 East 8th, Committee member, said there was a need for deferred maintenance of trees, plantings and downtown furniture. He thanked the committee having the \$20,000 for trees in the budget.

John Nelson, 924 West 3rd Place, Committee member, said shade trees were the #1 priority of the

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Committee; the #2 item was not in the budget, downtown furniture – benches, trash containers, planters coordinating 1st, 2nd and 3rd Streets for unified look and feel. Resilient, sustainable design. He asked for \$28,000 to get the project started.

He said the Committee would like to see the City create a Design Team – Main Street, Urban Renewal, City of The Dalles with a member of the Beautification Committee and a staff person (or contractor) to lead the endeavor. He said it would be a multi phased, multi-year project.

Connie Krummrich, 123 West 13th Street said healthy trees and plantings require maintenance and care. She said the Committee felt the City was under staffed in the area of General Services, and asked for an additional staff member or contractor for weeding downtown, cleaning sidewalks, watering plantings, cleaning restrooms.

She said the Beautification Committee in visions a Big Bold future for the town they love.

She asked for the Tree Program to remain in the budget and asked for consideration of \$28,000 for downtown street furniture.

Chair McGlothlin asked if there was anyone else wanting to speak. There was not.

Chair McGlothlin closed the public hearing at 6:35 p.m.

Public Hearing to Receive Testimony Regarding Uses of State Revenue Sharing

Chair McGlothlin opened the public hearing asking for public comment. Hearing none he closed the public hearing.

It was moved by Runyon and seconded by Barcott to recommend proposed uses of State Shared Revenue to City Council. The motion carried 10 to 0; Barcott, Ferrer, Richardson, Long, Randall, McGlothlin, Runyon, Smith, Wring, Elliott voting in favor voting in favor; none opposed.

SET FUTURE MEETINGS

Chair McGlothlin recommended following past practice of beginning at 5:30 p.m. and ending at 8:00 p.m. unless there was a motion to continue past 8:00 p.m. to finish up.

It was the consensus of the Committee to continue the described practice.

BUDGET PRESENTATIONS BY FUND

Interim City Manager Hunter reminded the Committee that adding any new expenses would require reductions in other areas.

Finance Director Angie Wilson brought their attention to the white board. She said Nick DeLeon would be adding things to the board as they came up, for discussion later in the process. She thanked DeLeon for helping.

Finance Director Wilson reviewed the key elements of the budget book.

- Colorful spreadsheet in each department showed the history of the line items as well as detail on what the line item included
- Budget Book online with hyperlinks to pages or BIPs
- BIP – additional detail or new item explanation

General Fund Revenues

Finance Director Wilson reviewed General Fund Revenues.

She noted:

- Reserved for future use funds roll into beginning fund balance each year
- Included in the revenues was \$600,000 in estimated tax revenue over the amount Wasco County reported in the SAL report
- She said if those funds don't come in at that level there will be a need for a budget amendment to reduce expenditure
- Won't know for sure the amount until November or December

Mayor Mays asked if any additional funds from Google were in the budget.

Wilson said yes, that was the \$600,000 mentioned. She said \$308,000 was in the appeals that might not be received as per Jill Amery, Wasco County Assessor.

In response to a question Wilson said the PUD Intergovernmental agreement was franchise fees.

Council

Interim City Manager Daniel Hunter reviewed noting:

- \$200,000 for the LOO - place holder/Capital Project or Donate for another entity
- Safety Line item – dividend from SAIF- used for safety equipment/supplies/training

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- Current year depleting fund

Councilor Long asked to go over the Council Budget line by line, as that was where the most discretion was.

Consensus was to add Council Budget to the white board for later.

City Clerk

City Clerk Izetta Grossman reviewed the budget noting:

- Generally, the same year to year
- Added back in training and conferences – none for last 3 years
- No projects upcoming

City Manager

Hunter noted:

- Addition of Executive Secretary

Legal

Wilson noted:

Designed to bring Legal services back in house, if Council so desires
Attorney and Paralegal
Outside Legal Counsel - \$55,000 no longer needed Airport case settled
Put \$55,000 on white board

Hunter said it was possible that those funds could be needed for salary of attorney

Mays asked if the \$55,000 was for one lawsuit. Wilson said it was.

Councilor Long asked if the reimbursement was in revenue. Wilson said it was.

Finance

Wilson noted:

- Forecasting Financial Module \$35,000 – assist in forecasting financial needs 5 years down the road; to determine staff needs and water sewer rates. Fee to get started and annual fee.

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Judicial

Wilson noted:

- Only Municipal Court
- Criminal cases go to Wasco County for prosecution (contract)
- Contract requires notice of 6 months to cancel
- New City Manager will need to review

Human Resources

Hunter noted:

- Training substantially up – added Leadership Training for Department Heads - \$26,000
- Wellness funds - had been unable to use Cigna incentive; employees would be taxed

Long asked for Wellness funds to go to the white board.

Community Development Department

Community Development Director Alice Cannon noted:

- Housing Codes Amendments – contracting out for update of plan not adopted by Council; State requires plan update by 2025

Economic Development

Cannon noted:

- Main Street - \$25,000
- EOA – Business retention space holder

Mays asked what happened to the Economic Development staff person. Cannon said it hadn't been in the budget.

City Clerk Grossman said when the Assistant to the City Manager left, the City advertised for an Economic Development employee, and held interview, but were unable to come to agreement. She said the item was dropped.

Matthew Klebes said he was on the interview panel, and that Grossman recalled correctly.

Police

Chief Tom Worthy noted:

- New lease for GTEC in car computers – slight increase, new docks
- Drone – multiple operators – requires training
- County looking at digital radios
- Voice over internet new phone system is installed
- SERT Vehicle painting to look more like a police vehicle

Wilson noted that \$15,000 for phone system wasn't needed.
Put on white board.

Councilor Long was concerned about privacy and how public would react to a police drone. She asked who set the policy for use.

Worthy said he set all policy for police department. Long said she thought policy decisions were the work of Council.

Hunter said staff could draft a policy that could be brought to Council through a resolution for adoption.

Drone placed on white board

Codes Enforcement

Worthy said there was one full time Codes Enforcement Officer.

Worthy noted:

- Moved RV towing to Codes
- Added Transient Clean up/Neighborhood clean up

He said cleaning up of camps was complaint driven. He said every week camps are cleaned up.

Animal Control

Worthy said there was one ¾ time Animal Control Officer. He said the new Animal Control officer would be starting soon.

In response to a question he said replacing the current old Animal Control truck would be expensive - \$32,000 for the truck; \$16,000 for the AC in the back. He said currently, he has

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instructed Animal Control to release animals in the truck if the truck breaks down in the heat of summer. He said it was better to let the animals go than to have them die of heat stroke.

In response to a question Wilson said it would be an additional \$28,000 for salary and benefits to increase the position to full time.

RECESS

The meeting was recessed at 8:01 p.m. until May 3 at 5:30 pm. Zoom login information remains the same.

Submitted by/
Izetta Grossman, CMC
City Clerk

SIGNED:

Budget Committee, Secretary

ATTEST:

Izetta Grossman, CMC, City Clerk