



City of Bandon

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Bandon by the Sea

MINUTES

CITY OF BANDON CITY COUNCIL AND URBAN RENEWAL AGENCY BOARD BUDGET WORK SESSION

COUNCIL CHAMBERS, 555 HIGHWAY 101, BANDON, OR 97411
MONDAY, APRIL 1, 2024
Livestreamed via Zoom Meetings

COUNCIL MEMBERS PRESENT:

Mary Schamehorn, Mayor
Joshua Adamson, Councilor
Peter Braun, Councilor
Chris Powell, Councilor
Geri Procetto, Councilor
Madeline Seymour, Council President
Brian Vick, Councilor

STAFF PRESENT:

Torrey Contreras, City Manager
Paula Burris, Finance Director
June Hinojosa, City Recorder
Dana Nichols, Planning Director
Christine Kingsbury, Library Director
Jim Wickstrom, Electric Supervisor
Tim Lakey, Public Works Supervisor
Seth Haga, Wastewater Plant Operator
Chief Cory Dhillon, Bandon Police
Andrea McMahon, Executive Assistant to City Manager
Nicolette Cline, Planning Assistant
Richard Taylor, Minutes Clerk

1. CALL TO ORDER/ROLL CALL

Schamehorn called the meeting to order at 6:00 p.m. Roll Call was taken as indicated above. Adamson and Nichols joined the meeting via Zoom. All other Council members and City Staff were present in the Council Chambers.

2. DISCUSSION

2.1 Fiscal Year 2024-25 Budget Work Session No. 2 of the Bandon City Council and Urban Renewal Agency Board

Accompanied by a slideshow, Contreras conducted a strategic planning exercise designed to establish the Council's priority objectives for FY 2024-25. Prior to the session, the Councilors submitted their top five choices from a list of 16 funding categories developed by City Staff. Within each category, potential goals were suggested. Councilors were to select their top five goals.

City Administrative Staff would use the Council's consensus goals to prioritize allocation of discretionary revenue to address specific issues facing the City. Outstanding capital improvement projects and the purchase of equipment would then be organized in response to the Council's priorities.

At the beginning of the Work Session, Staff members tabulated the Councilors' choices and the results were discussed. The Councilors ranked the following categories as their top five, in the order of priority:

1. Community Safety
2. Infrastructure
3. Revenue Generation
4. City Utilities
Transportation/Circulation (tie)
5. Homelessness

Braun: Sixty percent of the Police Department's work load deals with homelessness, so it should be a subcategory of Community Safety.

Schamehorn: Gorse abatement is important to this community but is not listed in a priority category.

Powell: Gorse abatement can be added as a line item in the budget process.

Braun: Other items such as facilities maintenance will be funded even though they are not among the top five goals.

Drawing from the priority funding categories, each Councilor selected five goals. This was the Council's consensus:

1. Ensure Police Officers are Provided Essential Training, Tools, and Equipment.
2. Develop Methodology for Recouping Operating/Maintenance Costs for Utilities.
Maintain Budgeted Staffing Level of Sworn Police Officers. (tie)
3. Restore Rate-setting Authority by way of Implementing New Methodology.
4. Update Wastewater and Storm Drainage Master Plans for Right-Sizing SDCs.
Collaborate with ODOT (Oregon Department of Transportation) to Implement Traffic Control Measures at Highway 101 and Seabird Drive. (tie)
5. Enforce Speed Limits in Sensitive Residential Areas.

Contreras asked some of the Staff who were present to provide reports to the Council.

Wickstrom: The Electric Utility is deploying a new, more organized mapping system showing the location of all overhead and underground utilities. Outage time will be lessened and it will be easier to produce reports for the Public Utilities Commission. Customers can be located by meter numbers. The City has contracted an electrical engineer who is responsive, will work efficiently with the new system, and understands the challenges of a small utility.

Kingsbury: The Coos County Library Board presented its proposed funding formula to the County Commissioners at their March 19, 2024, meeting. On behalf of the City, Kingsbury spoke in favor of the statistics-based methodology, to be phased in over a four-year period. The Commissioners plan to hold a work session to take a closer look at the issue.

Schamehorn: The City of Coquille is upset because the new formula would reduce the Coquille Library's share by 25% while increasing Bandon's allotment by about 25%.

Kingsbury: Usage is higher at the Bandon Library.

In response to a request from the City Council at the first Budget Work Session, Councilors were given a list of job descriptions for City personnel. An organizational chart was to be provided at a later date.

3. CITY MANAGER COMMENTS

Contreras: Results of this strategic planning exercise will be shared with the Finance Department to guide budgetary decisions in generating the Preliminary Budget that will be presented to the Council and the Budget Committee.

4. CITY COUNCIL/AGENCY BOARD COMMENTS (none)

5. MEETING ADJOURNED

Schamehorn adjourned the Work Session at 6:45 p.m.