



## CITY OF LA PINE BUDGET COMMITTEE MEETING MINUTES

Tuesday, May 15, 2018

### 5:30 pm Regular Budget Committee Meeting

La Pine City Hall

16345 Sixth Street, La Pine, Oregon 97739

#### Regular Meeting – 5:30 pm

1. Call to Order

Meeting called to order at 5:30 p.m.

2. Establish Quorum

Present: Mayor Scott, Councilor Briese, Councilor Martinez, Councilor Greiner, Kitty Shields, Mike Harper, John Cameron, Brian Earls and Frank Schultz

Craig Heaton absent by prior arrangement.

Staff Present: City Manager Cory Misley, Public Works Manager Jake Obrist, Accounting Clerk Ashley Williams, Administrative Assistant Holly Smith and Planning Manager Melissa Bethel

3. Pledge of Allegiance

Led by Cory Misley

4. Discussion and Decision on Community Funding Requests

There are two categories to pull these funds from – unrestricted or tourism. There is \$15,000.00 in each line item in the budget. Each funding applicant presented their event at last night's budget meeting – refer to May 14, 2018 meeting minutes for presentations and the specifics of each request.

After discussion, the committee agreed to grant **La Pine Rodeo and Frontier Days** up to \$12,000.00 for joint advertising. Cory stated that the two entities will be invited to a meeting and expected to present their advertising plan to the City Council before next year's event. They will also be expected to provide a detailed description of how the money is spent.

**High Lakes Car Club** requested \$2,000.00. There was discussion about their previous requests being \$1,500.00. Last year, they increased their request to \$2,000.00 for the first time because they wanted

to spend \$500.00 on gravelling the Senior Center parking lot for the car show. This year, they are also requesting \$2,000.00, but there was no mention of needing additional funding for special projects (like gravel). It was unanimously approved to fund the High Lakes Car Club with \$1,5000.00 instead of \$2,000.00.

**KCNP** requested \$10,000.00. The committee discussed funding equipment costs, but not operating expenses. There was discussion about getting a better breakdown of exactly how much everything will cost. There was also discussion about them reaching out to other entities for funding. The committee unanimously agreed to approve up to \$2,500 for equipment costs provided they bring some sort of bid or invoice to the City. If they're in jeopardy of not being able to operate, they are welcome to come back to the Council to request additional funding with substantial documentation.

**Veterans Day Parade and Chili Feed:** This will come out of unrestricted funds. Mayor Scott moved to approve this funding request in the amount of \$500.00. Councilor Greiner seconded. No objections. Unanimously approved.

**La Pine Parks and Recreation District** requested \$2,500.00 for the **Music in the Park** event. The committee unanimously felt that it should wait to grant this funding until after this year's first event in order to see the outcome. It was also requested by the Budget Committee that Parks and Rec provide a line item budget before requesting additional funds, which was not provided. That will be required before approving next summer's funding.

There was discussion about any and all funding applicants being held accountable for how they're handling funding to be sure that dollars are being spent appropriately and responsibly. The application form will be revised in the near future and will require itemized budgets for how money is being spent.

Based on these totals, the City approved \$3,000.00 from unrestricted funds and \$1,500.00 from tourism, which leaves \$12,000.00 in unrestricted funds and \$13,500.00 in the tourism promotion line item for future requests that come for other events throughout the year.

5. The Budget Committee will continue to review the budget and take appropriate actions to conclude its review process.

Discussion: There was discussion on the new public works employee position. Cory explained that this is going to be someone that's above a Utility Worker I but below the Public Works Manager, such as a Public Works Supervisor. This job description hasn't been created yet and it's still being discussed, but Cory would like to see the job posted in the fall. We have a \$25 million dollar water and wastewater project that's commencing and this is going to be an important position to free up Jake's time to focus on that. There was discussion regarding the raise in personnel costs from last year to this year and the raise in healthcare benefits. Cory clarified that he's done extensive research on healthcare options. He also clarified that the changes to the budget simply allows healthcare changes, but nothing will actually change without Council's approval. There was discussion on a portion of the TRT revenue being transferred into the general fund and why that happens. Cory explained that this is due to the City

having more flexibility on how these funds are spent in the future. There was discussion on water mitigation credits and how those could be purchased in the future.

6. Hearing on receiving state shared revenues in anticipation of City Council Adoption of Budget on June 13, 2018

a. Open Public Hearing

Hearing opened at 6: 40 p.m. by Chairman Earls

b. Staff Report

Cory Misley provided a staff report to the committee. Shared revenues include marijuana, cigarettes, liquor, etc. Gas tax goes to the street fund and is spent on street maintenance, among other things.

c. Public Comments

None

d. Deliberations

None

e. Close Public Hearing

Meeting closed at 6:45 p.m. by Chairman Earls

***Connie Briese made a motion to receive state shared revenues in anticipation of City Council Adoption of Budget on June 13, 2018. Mike Harper seconded. No objections. ROLL CALL VOTE: Connie – AYE; Stu Martinez – AYE; John Cameron – AYE; John Cameron – AYE; Frank Schultz – AYE; Dennis Scott – AYE; Kitty Shields – AYE; Mike Harper – AYE; Don Greiner – AYE; and Brian Earls – AYE***

7. Budget Approval

***Connie Briese made a motion to approve and forward the budget documents to the La Pine City Council for review at the June 13, 2018 Budget Hearing and approve a property tax rate that will be submitted to the County Assessor. Kitty Shields seconded. No objections. ROLL CALL VOTE: Connie – AYE; Stu Martinez – AYE; John Cameron – AYE; John Cameron – AYE; Frank Schultz – AYE; Dennis Scott – AYE; Kitty Shields – AYE; Mike Harper – AYE; Don Greiner – AYE; and Brian Earls – AYE***

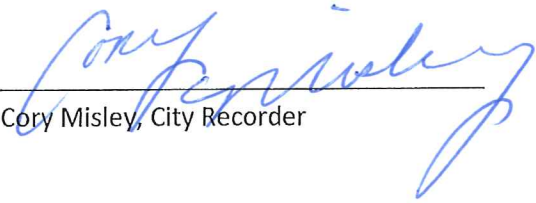
[continued ...]

8. **Connie Briese made a motion to adjourn the meeting. Dennis Scott seconded. No objections. Meeting adjourned.**



\_\_\_\_\_  
Dennis Scott, Mayor

Attest



\_\_\_\_\_  
Cory Misley, City Recorder