



# CITY OF LA PINE, OREGON

## BUDGET MESSAGE & BUDGET COMMITTEE MEETING

Monday, May 18, 2020 at 4:30 PM

La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739 via Zoom

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.*

### AGENDA

#### 1. CALL TO ORDER

Mayor Richer called the meeting to order at 4:34 p.m.

#### 2. ESTABLISH QUORUM

Members Present via video conference: Mayor Richer, Councilor Scott, Councilor Shields, Council President. Greiner, Councilor Briese, Councilor Scott, Councilor Shields, John Cameron, Russ Smith, Student Councilor Miller.

Staff Present via video conference: City Manager Melissa Bethel, Public Works Manager Jake Obrist, City Recorder Robin Neace.

#### 3. ORIENTATION

Bethel provided a brief overview of the budget process and the budget documents themselves.

#### 4. ELECTION OF CHAIRPERSON

Member Smith nominated Councilor Greiner. Don Greiner nominated Councilor Scott. Councilor Scott stated that she did not feel comfortable enough with the process to be chairperson.

*Motion made by Member Smith, Seconded by Mayor Richer.*

*Voting Yea: Mayor Richer, Councilor Briese, Councilor Scott, Councilor Shields.*

*Voting Nay: Councilor Greiner.*

#### 5. FY 2020-2021 BUDGET MESSAGE AND REVIEW

Bethel provided an update on the entire budget document. The entire budget is very conservative because of the COVID-19 situation and uncertainty.

##### **General Fund**

Bethel reviewed the fund page, emphasizing the conservative nature of the fund, due to the COVID-19 crisis, raising the contingency fund over \$100,000. Bethel mentioned additional payroll due to new staff and new salary scheduled.

Member Cameron asked why there are blacked out portions of the budget document. Bethel explained it is an accounting technique to black out old funds that are no longer in use, or denote new funds.

### **Cemetery Fund**

Bethel reviewed the fund, noting that there are no big projects planned, and fund is just for maintenance. Councilor Briese asked about the contracted services line. Obrist clarified that the City contracts with a company to manage the plot sales and funerals at the cemetery.

### **Street Fund**

Obrist presented the fund budget, noting the increase in: personnel services due to the new salary schedule; landscaping to accommodate Hwy 97 improvements; sidewalk path improvements; and equipment purchases for the proposed new purchase of a trailer.

### **Tourism Fund**

Presented by Bethel, noting the 15k less in revenue due to the COVID-19 issues.

Councilor Scott noted that many of the events in town would not be taking place this year, including Music in the Pines. Group had a discussion about potentially helping out events.

### **Community Development Fund**

Bethel presented fund noting that the contingency was raise \$56,000.

### **Water & Sewer Reserve Fund**

Obrist presented the fund, noting the increase in the budget with a transfer from the Sewer fund.

### **Economic Development Fund**

Bethel presented the fund, noting higher projected revenues due to a refund from EDCO. The contingency on this fund has also be raised to \$25,000.

### **SDC Fund**

Obrist presented the fund, noting that the SDC Capital Improvement Plan & Methodology for the Transportation SDC and the adopted increases would be phased in over the next few years. The expenditure on the funds are only eligible on certain projects.

### **Water Fund**

Obrist presented the fund, noting that the fund was slightly increased from last year due to: personnel services increase; a new line item for repairs and maintenance; and contingency increased by \$20,000.

### **Sewer Fund**

Obrist presented the fund, noting that the funds resources are stable, but that the next couple years would see significant changes to the sewer system with the Wastewater Improvement & Expansion Project.

Councilor Greiner then brought up the purchase of a new GPS unit by the public works department, and whether this was an appropriate time for this type of purchase. Obrist explained that a delay on purchase was not practical because of the significant amount of residential development being added to the water and sewer system, and how the GPS had already proved useful, and would save the city costs long term.

## **6. PUBLIC COMMENTS AND QUESTIONS**

*Members of the public should submit items for discussion via email to [recorder@lapineoregon.gov](mailto:recorder@lapineoregon.gov) by 12:00 p.m. the day of the meeting.*

### **a. Comments from Lisa Karr- RE: Cemetery Fund**

Comment was read out loud, Karr was not present in the Zoom meeting and it was noted that all the projects Karr had requested (illuminated flag, etc.) had already been completed.

Councilor Scott commented that the salary schedule was important and would hopefully decrease turnover at the City. She also noted that the budget materials were clear and easy to understand.

Multiple councilors and members noted that they wished they had a larger participation with the budget committee. Bethel noted that the City advertised to get more participation. Clarification of who could be on the committee was requested.

## 7. ADJOURNMENT

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**Pursuant to ORS 192.640:** This notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend.

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