

## **Budget Committee Meeting**

Tuesday, April 28, 2015

5:30 pm

**16345 Sixth Street**

**La Pine, Oregon 97739**

1. Call to Order
2. Establish Quorum
3. Pledge of Allegiance
4. Election of Chairperson
5. Community Sponsorship Presentations
6. Budget Message
7. Begin reviewing budget
8. Public Comments and Questions  
Members of the public will be offered an opportunity to ask questions about, and comment on, the budget document.
9. Adjourn

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 and Budget Committee to consider or discuss additional subjects. This meeting is subject to cancellation without notice. This meeting is open to the public and interested citizens are invited to attend. 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 Patti Morgan at (541) 536-1432.

## **Budget Committee Meeting Minutes**

Tuesday, April 28, 2015

5:30 pm

16345 Sixth Street

La Pine, Oregon 97739

1. Call to Order

Mayor Mulenex called the meeting to order.

2. Establish Quorum

City Council

Mayor Ken Mulenex

Councilor Stu Martinez

Councilor Greg Jones

Councilor Kathy Agan

Councilor Karen Ward

Budget Committee

Connie Briese

Frank Schultz

Kitty Shields

Rolando Alonzo

Dennis Scott

3. Pledge of Allegiance

Wade Watson, area resident, led the Pledge of Allegiance.

4. Election of Chairperson

Kitty Shields said she would volunteer to be Chairperson of the Committee. Councilor Martinez nominated Dennis Scott for the Chairperson position. Dennis Scott declined due to lack of experience.

**A motion was made by Mayor Mulenex and seconded by Connie Briese to Nominate Kitty Shields for Chairperson.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Greg Jones</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	
<i>Mayor Ken Mulenex</i>	<i>X</i>	
<i>Connie Briese</i>	<i>X</i>	
<i>Frank Schultz</i>	<i>X</i>	
<i>Rolando Alonzo</i>	<i>X</i>	
<i>Kitty Shields</i>	<i>X</i>	
<i>Dennis Scott</i>	<i>X</i>	

**Motion passed unanimously.**

Interim City Manager Allen discussed the Tourism Fund in the Budget. He said tonight the Committee and Council will not make any decisions regarding community sponsorship. Mr. Allen said that the Transit Room Tax is where most of the monies for community sponsorship would come from. He said that fund, the TRT, has increased in revenue. Mr. Allen said the funding is for tourism promotion, only. He said there is \$5,000 in the fund that does not have to be TRT related. Mr. Allen said there is \$8,000 for TRT related expenses. He also said that the Committee does not have to give exactly what is asked for.

#### 5. Community Sponsorship Presentations

Melvin Emert, from La Pine Rodeo, discussed the sponsorship. He said they are not asking for any additional money because of the monies already received from the City for the 4<sup>th</sup> of July Musical Concert. The City is giving \$5,000 for the Concert. Mayor Mulenex said he thought organizations should provide some paperwork showing how the money was spent. Mr. Allen said the details for the documentation would need to be worked out.

Jessie Hager, from High Lakes Car Club, introduced Tom Warren, Club President. They passed out documentation of how the monies received last year were spent. Ms. Hager said they are asking for \$1,500 to put down more gravel for the show. Also, for some landscaping needed for the show. Councilor Martinez said by partnering with the Senior Center it will benefit the Senior Center as well, by improving their property.

Wade Watson, from Newberry Habitat for Humanity, said they are focused on providing affordable housing in the southern part of the County. He said all construction, currently, is in La Pine. Mr. Watson said they build about one home a year. He said they also do repair projects for people who would have difficulty doing those projects. Mr. Watson said their revenue comes from donations and grants. He said they also get revenue source from the ReStore business. Mr. Watson said there is a tremendous need for affordable housing in South County. He said they would like to build three houses per year. Mr. Watson said they are requesting \$3,500 from the City. Mr. Allen said that Habitat has asked for a reduction of SDC's (System Development Charges) and also

assistance with paying for water and sewer. Mr. Watson said they were not looking for a reduction of SCD's anymore. He said they have lots that will take them through 2017. Mr. Watson said he did not believe Habitat had ever asked for monies from the City.

Ann Gawith, Director of the Chamber of Commerce, discussed signage issues. She said that they need a new sign for their new building. She said the sign will cost about \$2,000.00. She said they are asking the City for \$1,500.00. The Chamber and Visitors Center will cover the additional \$500.00. Ms. Gawith also discussed the banners that are on the lamp posts. She said that the Visitor's Center has received a number of La Pine area photos that could be used to make banners. Ms. Gawith said they would need two banners for each lamp post. The cost would be approximately \$100 apiece. She said they are asking for \$1,300 from the City. She also said they would like to receive additional monies (\$1600) to cover the possible increase in the minimum wage. Mr. Allen confirmed that they wanted an increase to \$53,600 from the TRT funds the City gives to them. Councilor Ward said she appreciated the budget report that is given to the Council on a quarterly basis.

Scott Morgan, La Pine Representative for the BPAC (Bicycle Pedestrian Advisory Committee) reviewed a proposal for La Pine. Mr. Morgan said some of the amenities that he was requesting would be an informational kiosk, bicycle parking/rakes, repair station and signage. He said the amount of the budget was \$9,400.00. Then there is an additional 20% of monies required, making the request to the City to be \$11,000. ODOT (Oregon Dept of Transportation) would also be contributing. Mr. Morgan said he may be able to acquire some of the items for less cost. Mr. Allen suggested funding some in 2015-2016 fiscal year and funding the rest in the 2016-2017 fiscal year since the construction was a year out. Mayor Mullenex stated he think it should be broken up into two payment years. Mr. Allen discussed some of the maintenance requirements that would be required with the project. The Committee requested to have questions answered regarding how this project worked in other parts of Oregon before moving forward with approving the funding. Mr. Morgan said he would research the questions discussed and report back.

Below is the list of requests and amounts:

High Lakes Car Club	\$1,500
Habitat for Humanity	\$3,500
Chamber of Commerce	\$1,500 for signage
Visitors Center	\$1,300 for banners
Chamber of Commerce/Visitors Center	\$1,600 increase in monies paid out from TRT receipts
Bike Project	\$9,000
Arts Project	\$5,000

A 10 MINUTE BREAK WAS TAKEN AT 6:38 PM  
MEETING THEN RESUMED

6. Budget Message

Rick Allen introduced Brenda Bartlett and she said that she is a partner at SGA CPA'S in Bend. She is currently the City's finance manager. Mr. Allen said the City is busy incorporating systems and other things that help with accountability. He said in the budget message he discusses the major areas of the City's finances. Kitty Shields, former Mayor, stated that she thought the budget message was clear and also liked the projections in it.

7. Begin reviewing budget

Mr. Allen said the General Fund is where the money comes in and where it goes out. He said the Tax Assessor believes property tax values will be going up about four percent this year. Mr. Allen said he estimated for three percent to be on the conservative side. This would be about \$134,000 in tax value. He said the revenue from property taxes was expected to be about \$246,000. Mr. Allen said the bulk of the City's money is not coming from property taxes. He said franchise fees make up about 31% of revenue, which is much more than most cities. Mr. Allen said that is because the City has such a low tax rate. He said Cities have to balance their budget and cannot go into debt. Mr. Allen said there is \$9,000 income from business licenses. He said there are currently city beautification projects ongoing in the City. Mr. Allen said he was trying to get the City Hall Capital fund up to \$100,000 over several years for maintenance and changes to the City Hall building. He also discussed the street lights that the City has put up and that some of them had the electric paid for by the City. Mr. Allen also said that for the sidewalk project he hopes to get another \$300-400,000 for it. He said there was already \$950,000 available for the project. Mr. Allen also put in the budget \$150,000 for future expenditures in the Cagle neighborhood. He discussed the need for widening and raising Cagle Road. Mr. Allen said that he was transferring \$350,000 into the street fund in the budget. He said about \$100,000 is coming in from transit room taxes. Mr. Allen said there was also carry-over. He said because of weather factors he did not feel comfortable projecting more than \$100,000 coming in from transit room taxes. Mr. Allen said that the City under-budgeted for planning services. He said it just took more staff time than what was anticipated. Mr. Allen also discussed the monies in the funds that are system development charges.

Discussion on Arts & Culture Project

Mayor Mullenex introduced this project to create an Arts & Culture Commission. He said it is the right time for the City of La Pine to get into this project. Mayor Mullenex said it could certainly be tied into tourism. He said he was asking for \$5,000. Mayor Mullenex said it will be used to get the commission on their feet. He said most of the cities in Oregon have Arts & Culture Commissions.

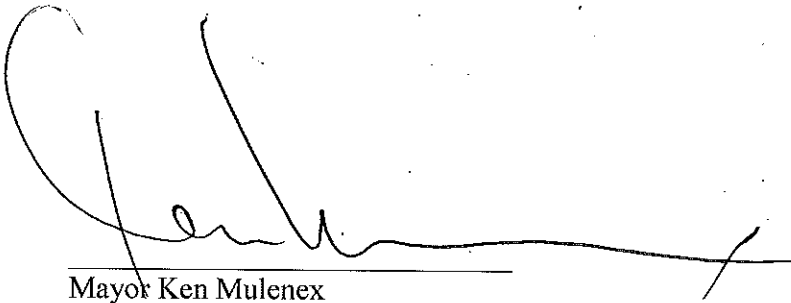
8. Public Comments and Questions

Members of the public will be offered an opportunity to ask questions about, and comment on, the budget document.

Doug Ward, Planning Commissioner, stated that he believes the budget committee has vastly improved from the past. He said everything in the budget is necessary and needed.

9. Adjourn

Chair Kitty Shields adjourned the meeting.

A large, stylized handwritten signature in black ink, appearing to read 'Ken Mulenex', written over a horizontal line.

Mayor Ken Mulenex

Attest

A handwritten signature in black ink, appearing to read 'Rick Allen', written over a horizontal line.

Rick Allen, City Recorder