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| **CITY OF LA PINE, OREGON** |
| **Budget Message & budget Committee meetings** |
| **Monday, May 17th, 2021**  **at 5:30pm Via Zoom** |
| **La Pine City Hall: 16345 Sixth Street, La Pine, Oregon 97739** |
| **Minutes** |

**1. CALL TO ORDER**

Meeting was called to order at 5:39 p.m.

**2. ESTABLISH A QUORUM**

PRESENT  
Mayor Daniel Richer  
Councilor Colleen Scott  
Councilor Courtney Ignazzitto

Don Greiner

Brian Earls

Russell Smith

ABSENT

Cathi Van Damme (initially present- had to leave due to technical difficulties)

Mike Shields

STAFF

City Manager Geoffrey Wullschlager

Public Works Manager Jacob Obrist

City Recorder Jamie Kraft

**3. ORIENTATION –**

City Manager Geoff Wullschlager introduced the 2021-2022 Budget Process and gave a brief explanation of the order of presentation. He also noted that a quorum was present as three members of the Budget Committee are present at the meeting.

**4. ELECTION OF CHAIRPERSON –**

There was discussion among the Committee regarding the election of a Chairperson. Councilor Scott made a motion to appoint Don Greiner as Budget Committee Chairperson, the motion was seconded by Russ Smith. Don Greiner also made a motion to appoint Russ Smith as Budget Committee Chairperson that motion died for a lack of second. The previous motion to appoint Don Greiner was voted on. Motion carried by a majority voice vote.

Scott – Yea

Ignazzitto – Yea

Earls – Yea

Smith – Yea

Greiner – Abstained

Earls – Did not vote due to technical difficulties

**5. FY 2021-2022 BUDGET MESSAGE AND REVIEW-**  Mr.Wullschlager reviewed each of the Funds with the Budget Committee with notes.

General Fund – Reviewed and comments made regarding painting City Hall which will cost approximately 10k. No other recommendations in this category.

Street Fund – It was requested by Councilor Scott to increase the fund to cover additional landscaping in the swale areas. Also requested to contact current landscaping provider to receive a n estimate to begin providing maintenance for Wickiup Junction and the park area across from ODOT. Mr. Obrist will get a bid and submit it at a later budget meeting. No other recommendations in this category.

Tourism Fund – Noted that TRT (Transit Room Tax) revenue has decreased significantly due to COVID. This appears to be a self-sustaining fund. No other recommendations in this category.

Community Development Fund – This fund covers expenses for the Planning Department. The overall increase requested for 2021-2022 is to allow for an additional Planner. The volume of applications and workload has increased significantly in 2020-2021 and did not decrease during the winter months as per usual. It was suggested by Russ Smith to increase the Engineering line item from 20k to 40k to cover expenses related to the higher planning volumes and needs for City Engineer consultation. No other recommendations in this category.

Reserve Fund/Water Sewer – Stable fund, no contributions noted for 2021-2022 from the General Fund as they are not indicated. No other recommendations in this category.

Debt Reserve – This account has seen no activity for the past several years. There will be no transfers in allocated in 2021-2022. It was recommended that funds be moved from the General Fund to the Local Government Investment Pool to allow for a higher rate of future returns. No other recommendations in this category.

Economic Development Fund – Anticipated robust activity in 2021-2022. No other recommendations in this category.

SDC Fund – These are restrictive funds and must be maintained separately. Of note was the large contribution to the Transportation line item since its inception in Summer 2020. No other recommendations in this category.

Water Fund – The Cagle/Glenwood Project is anticipated to be put out to bid in September of 2021. With the current fiscal climate, there is an anticipated 30% increase in cost of materials related to this project. This fund has a projected income less than the past two budget cycles. This fund will be monitored carefully in 2021-2022. No other recommendations in this category.

Sewer/Wastewater Fund – This fund is anticipated to hold steady in 2021-2022 and will be monitored carefully in 2021-2022. No other recommendations in this category.

Mr. Wullschlager noted that the next budget meeting will be held on Monday, May 24th at 5:30pm via Zoom and in person if possible, which will be publicly noticed within an appropriate and reasonable timeframe. At the next meeting, there will be a motion to approve the Budget after discussion and a motion at the end of June at the budget hearing to adopt the Budget.

**6. PUBLIC COMMENTS AND QUESTIONS –**

None**.**

**7. ADJOURNMENT**

Meeting adjourned at 7:45 p.m.