

MINUTES

BUDGET COMMITTEE WORK SESSION
OF
FEBRUARY 18, 2015
5:30 P.M.

THE DALLES CITY HALL
313 COURT STREET
THE DALLES, OREGON

COMMITTEE PRESENT: Gary Grossman, Russ Brown, Corliss Marsh, Barbara Pashek, Tim McGlothlin, Linda Miller, Mayor Steve Lawrence, Taner Elliott

COMMITTEE ABSENT: Dan Spatz

STAFF PRESENT: City Manager Nolan Young, City Clerk Julie Krueger, Finance Director Kate Mast, Public Works Director Dave Anderson, Administrative Fellow Daniel Hunter, Librarian Jeff Wavrunek, Police Captain Steve Baska

CALL TO ORDER

The meeting came to order at 5:35 p.m.

BUDGET COMMITTEE ORIENTATION

Finance Director Mast reviewed the Oregon Local Budget Law; budget process and the 2015 calendar; explained the fund types and structure; and provided an explanation of adopting resolution structure.

Mayor Lawrence asked what measurement was used to determine whether something required a supplemental budget. Finance Director Mast said if staff believed it was likely that something would occur, they included it in the proposed budget, but if it was just a hope or possibility, it would not be included, then later if something developed, a supplemental budget would be required.

There was a discussion regarding the methodology used to determine transfers to the General Fund. City Manager Young said a Budget Issue Paper would be prepared, showing how staff applied the numbers to the model.

Staff was asked to include a reference in all Budget Issue Papers, tying them to specific line items within the budget.

DISCUSSION REGARDING CURRENT FINANCIAL CONDITION

City Manager Young provided an overview of the City's current financial condition, saying it was a more positive picture than the previous year. He noted a higher beginning fund balance, stable property tax revenues, and higher collection of new revenues during the current fiscal year. Young provided information regarding the enterprise funds, noting local fuel tax revenue was up as well as slight increases in water and wastewater revenues.

DISCUSSION REGARDING CITY COUNCIL 18 MONTH WORK PLAN

City Manager Young said staff would prepare a report, similar to the City Council Issue Tracker form, to help keep Council and the Budget Committee informed on progress of the goals. He said the goals would also be tied to the budget document.

Brown asked how public works projects, such as Goal A, 10, would be handled if some other funding became available. He asked if City funds would then be diverted from maintenance to complete a project. City Manager Young said if funding became available for projects, the Council would have the authority to proceed.

Miller noted there were a lot of goals. Young agreed, saying some were minor and some were nearing completion already. Marsh asked if staff would place an asterisk next to the goals that were expected to be completed by July 1.

There was a discussion regarding the rehabilitation of the watershed, following the fire. Public Works Director Anderson reported that the timber sale had included salvage and some commercial thinning, netting approximately \$150,000. Anderson said several grants had been awarded for restoration work and that 120,000 trees would be planted. He said the grass seeding had already been done.

Pashek asked the status of Goal C, 1, the First Street/Washington Street crossing project, and questioned how it would be funded. City Manager Young said it was funded with Urban Renewal, Federal and State funds. He said the project was underway, saying historic mitigation was being worked on, then right of way would be addressed, with the hope of beginning construction in September.

There was a discussion regarding downtown economic vitality. Pashek said it seemed like a lot of people were working on it, yet businesses continued to close in the downtown. Mayor Lawrence said the team working on the project was very involved and working hard to make improvements.

Pashek asked why there would be a goal for the tourism program with the Chamber of Commerce. City Manager Young said the Council wished to review the agreement, work plan and budget.

Pashek said if vertical housing in the downtown was a goal, the City should first address parking. She noted that employees of downtown businesses should not be parking in the downtown area because there were no places for patrons to park. Pashek mentioned parking meters could be brought back.

Marsh asked for clarification of Goal B, 4, concerning the Library District. City Manager Young said the Council wanted to re-visit the model with the County Commission.

DISCUSSION REGARDING CITY BUDGETING POLICIES

Elliott asked how the policy was adopted regarding spending limits, such as an item over \$50,000 being approved by the City Council. City Manager Young said the State law for contract review board rules set the policy and authority on spending limits. He said that amount could be changed by the City Council.

Mayor Lawrence said the fourth bullet from the bottom of the page on the Budget Guidelines and Procedures, was not a complete sentence. City Manager Young said staff would clarify the sentence to state that in addition to the street funds, fees from utilities in the right of way (franchise fees) could be used to fund street operations.

Young provided a handout showing an example of how guidelines could be approached. He said the handout included possible ways to achieve the goal of providing additional revenue to fund the Street Division.

Pashek asked if the information had been prepared regarding the Municipal Court operations. City Manager Young said staff was still working on the issue. He said the County may have better tools to use for collections.

Chair Grossman asked if the League of Oregon Cities was helping with the court issue since it seemed to be a state-wide concern. City Manager Young said they had attempted to introduce legislation in the passed, but it had failed.

MINUTES (Continued)
Budget Committee Work Session
February 18, 2015
Page 4

CONCERNS, QUESTIONS, OR ADDITIONAL INFORMATION THE COMMITTEE IDENTIFIES


Mayor Lawrence complimented Public Works Director Anderson for his work on the watershed restoration project, noting he had worked hard to secure funding and begin the process.

ADJOURNMENT

Being no further business, the meeting adjourned at 6:58 p.m.

Submitted by/
Julie Krueger, MMC
City Clerk

SIGNED:



Corliss Marsh, Secretary

ATTEST:



Julie Krueger, MMC, City Clerk