

FIRST MEETING OF THE CITY OF REDMOND BUDGET COMMITTEE WAS HELD APRIL 29, 2014, AT REDMOND CITY HALL IN CONFERENCE ROOM A.

BUDGET COMMITTEE MEMBERS PRESENT: Tory Allman – Bill Braly – Joe Centanni – Edwin Danielson – George Endicott – Anne Graham – Michael Haas – Camden King – Nicole MacTavish – Roger Mathus – Ginny McPherson – Ed Onimus – Jay Patrick – Kathy Williams

STAFF PRESENT: City Manager Keith Witcosky – Assistant City Manager Sharon Harris – City Recorder Kelly Morse – Finance/Budget Manager Jason Neff – Police Chief Dave Tarbet – Community Development Director Heather Richards – City Engineer Mike Caccavano – Interim Airport Director Bob Noble – Public Works Director Bill Duerden – Administrative Assistant Anita Watson – Parks Division Supervisor Curt Peterson – Transportation Operations Manager Rob Peters – CIS Administrator Sheri Cleveland – Accounting Manager Jodi Burch

MEDIA PRESENT: Leslie Pugmire-Hole, Redmond Spokesman

CALL TO ORDER – CITY OF REDMOND BUDGET COMMITTEE

Mayor Endicott called the meeting to order at 6:02 p.m.

Introductions of the Budget Committee and staff took place. Mayor Endicott made a few announcements and asked that sidebar conversations during the meeting be eliminated as they are disruptive.

ELECTION OF OFFICERS

A. Chair

Nicole MacTavish moved, seconded by Camden King, to nominate of Bill Braly as Budget Committee Chair, motion passed. (Allman-yes, Braly-no, Centanni-yes, Danielson-yes, Endicott-yes, Graham-yes, Michael Haas-yes, King-yes, MacTavish-yes, Mathus-yes, McPherson-yes, Onimus-yes, Patrick-yes, Williams-yes)

B. Secretary

Bill Braly moved, seconded by Tory Allman, to nominate Anne Graham as Budget Committee Secretary, motion passed. (Allman-yes, Braly-yes, Centanni-yes, Danielson-yes, Endicott-yes, Graham-yes, Michael Haas-yes, King-yes, MacTavish-yes, Mathus-yes, McPherson-yes, Onimus-yes, Patrick-yes, Williams-yes)

Ed Onimus asked that a tax decrease of \$0.05 per \$1,000 be considered at some point during the budget discussions.

BUDGET MESSAGE

Deschutes County Assessor Scot Langton provided an overview on property taxes highlighting assessed value versus real market value, impacts of a changing market, and compression.

City Manager Keith Witcosky presented his budget message highlighting the following in terms of the City's budget methodology:

- Be conservative and measured (assumes 5 percent assessed value growth);
- Be visionary and strategic (seize opportunities to invest and catalyze); and
- Be good stewards (maintain our assets and carefully restore services).

Mr. Neff explained how departments are funded, how a fund is financially organized, and ending fund balances.

Chair Braly provided Mr. Onimus an opportunity to present his proposal to cut taxes by \$0.05 per \$1,000 of assessed value (approximately \$80,000).

Ed Onimus moved to direct staff to evaluate the implementation of a \$0.05 per \$1,000 of assessed value reduction in taxes and find an \$80,000 reduction, motion failed due to lack of a second.

Central Oregon Coalition for Access's Steering Committee Representative Carol Fulkerson addressed the Budget Committee regarding a request for increased funding for accessibility improvements. In addition, Ms. Fulkerson asked that the City compile an inventory of pedestrian way conditions and develop a transition plan for achieving the goals and benchmarks associated with correction of inaccessible elements. Ms. Fulkerson and City Engineer Mike Caccavano answered questions from the Budget Committee.

PUBLIC HEARINGS – CITY OF REDMOND BUDGET

A. General Operating Funds Presentation / Discussion

Chair Braly opened the public hearing on the City of Redmond's Budget for FY 14/15.

i. Police

Mr. Neff provided an overview of the following Police Department budget categories:

General Operations

1. Resources
 - Federal Grants and Awards
 - Refunds/Reimbursements
 - Beginning Fund Balance
2. Personnel Services
 - Regular Pay – Increased due to labor contracts settled and two hires
 - Medical Insurance – Anticipated increase of 15 percent
 - VEBA Contribution
 - HRA Contribution
3. Materials & Services
 - ISF Admin Services
 - ISF IT
 - ISF Risk Management
 - ISF Vehicle Maintenance
4. Debt Service
 - Equipment Lease – Principal
 - Equipment Lease – Interest
5. Intrafund Transfers
 - Intrafund Transfer – to CVE
6. Contingency – informal policy of 60 days
7. Reserve
 - Reserve for Future Expenditures – increased for technology upgrades

Capital Vehicle & Equipment

1. Capital Outlay
 - Vehicles – three new vehicles budgeted

Police Chief Dave Tarbet addressed questions regarding funding of the Street Crimes Unit and forfeitures then thanked Administrative Assistant Anita Watson for her work on the budget. There were no comments from the public.

ii. Community Development Department

Mr. Neff provided an overview of and staff answered questions regarding the proposed CDD budget categories:

CDD Operations

1. Resources
 - Urban Renewal – Contract with City staff for program administration
 - Interfund Transfers
 - Beginning Fund Balance - \$105,000 carried forward
2. Personnel Services
 - Regular Pay – additional part time assistant to assist with building permits and general office assistant duties. Additional discussion on funding necessary for a full-time FTE.
3. Capital Outlay
 - Public Art – Revenue from cell tower lease

Building

1. Resources
 - Building Permits
 - Electrical Permits
 - Mechanical Permits
 - Plumbing Permits
 - Beginning Fund Balance
2. Materials & Services
 - Building Contract Service
 - Contractual Service

Current Planning

1. Resources
 - Planning Permits
 - Interfund Transfers
 - Beginning Fund Balance - \$85,000
2. Personnel Services
 - Regular Pay – 20 percent of costs for a part-time FTE

Long Range Planning

1. Resources
 - Interfund Transfers
 - Beginning Fund Balance
2. Materials & Services
 - Contractual Services
 - i. Community Planning
 - ii. Urbanization (Southwest Area Plan process)
 - iii. Transportation (Transportation System Plan Update, TRIP 97, and South US 97 Improvement Project)
 - iv. Parks (Master Plan Updates)
3. Contingency

Housing Urban Development

1. Resources
 - Federal Grants and Awards
 - Beginning Fund Balance of \$442,000
2. Personnel Services
 - Regular Pay – Part-time employee to manage the grants
3. Materials & Services
 - Loans and Grants

Ms. Richards answered questions regarding future funding of the Community Development Block Grant, promotion line items, and fundraising. There were no comments from the public.

iv. Parks and Facilities

Mr. Neff provided an overview of the proposed Parks and Facilities budget highlighting the following:

General Operations

1. Resources
 - Interfund Transfers – Increase due to need for additional parks capital maintenance
 - Beginning Fund Balance
2. Personnel Services
3. Materials & Services
 - Housekeeping
 - Rentals/Leases – \$48,000 payment for PW facility
 - Contractual Services
4. Debt Service
 - 12-USB-FFC-DUNN & Fields – Payment
 - 12-USB-FFC-DUNN & Fields – Interest
5. Intrafund Transfers
 - Intrafund Transfer – to CVE
 - Intrafund Transfer – to CP
6. Contingency

Public Works Director Bill Duerden explained that \$90,000 will fund realignment of the path through Sam Johnson Park and \$250,000 will fund replacement of the tennis courts also located in the park. Mr. Duerden added that \$70,000 will fund site amenities such as benches and drinking fountains not included in Phase 1 of the Sam Johnson Park Rehabilitation Project.

Capital Vehicle & Equipment

1. Capital Outlay
 - Machinery & Equipment – New mower and utility truck
2. Reserve
 - Reserve for Future Expenditures

Cemetery – virtually no change in the budget.

SDC

1. Capital Outlay
 - Homestead Trail Phase 1, \$31,000
 - American Legion Entrance Landscaping \$200,000
 - Future Projects, \$210,893
2. Debt Service
 - 12-USB-FFC-DUNN & Fields – Principal
 - 12-USB-FFC-DUNN & Fields – Interest
3. Reserve
 - Reserve for Future Expenditures

Capital Projects

1. Resources
 - State Grants and Awards
 - Federal Grants and Awards
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2. Capital Outlay
 - Homestead Trail Phase 1, \$126,000
 - Hathaway Overlook Park Development, \$50,000
 - Sam Johnson Park Improvement Project, \$1,065,000

