

BEND METROPOLITAN PLANNING ORGANIZATION
BUDGET COMMITTEE MEETING

DRAFT Minutes
March 20, 2017

1300 NW Wall Street, Deschutes Services Center, DeArmond Room, Bend, Oregon

1. Call to Order – Introductions

Policy Board Chair Bill Moseley called the annual Budget Committee meeting of the Bend Metropolitan Transportation Organization (BMPO) to order at 12:06 p.m.

Ms. Prow called the roll and determined a quorum of members (6 of 10) was present. Citizen members present at roll call were Bill Wagner, David Quiros, and Sheree MacRitchie. Policy Board members present at roll call were Barb Campbell, Bill Moseley, and Tony DeBone.

BMPO staff present: Tyler Deke, *Manager*; Jovi Anderson, *Program Technician*; and Cameron Prow, *TYPE-Write II* (contractor).

Visitors present: Sharon Wojda, *Finance Director, City of Bend*; Camilla Sparks, *Interim Budget and Financial Planning Manager, City of Bend*; Chris Doty, *Deschutes County Road Department* (County alternate); Gary Vodden; Kathy Dimont

(The 3-digit figure after a motion title shows the number of Budget Committee members voting in favor/opposed/abstaining. Agenda items in the minutes appear in the order they were discussed.)

2. Review Budget Committee Member Term Assignments and Officer Assignments

Document: [Bend MPO Budget Committee Roster for 2017](#)

Policy Board Chair Moseley asked if Budget Committee members Robin Vora (term expiring June 30, 2017) and Michel Bayard (term expiring June 30, 2018) were still active. Ms. Prow responded that Mr. Bayard was unable to attend today's meeting. Ms. Anderson stated Mr. Vora was unable to attend today's meeting due to a schedule conflict.

Policy Board Chair Moseley opened nominations for Budget Committee Chair for 2017, noting this position was traditionally filled by a citizen member.

Mr. DeBone nominated Mr. Quiros to serve as Budget Committee Chair. Mr. Quiros declined the honor. Mr. Quiros nominated Ms. MacRitchie to serve as Budget Committee Chair. Ms. MacRitchie accepted the nomination.

Policy Board Chair Moseley closed the nominations. Budget Committee members voted unanimously (6/0/0) in favor of Ms. MacRitchie. Policy Board Chair Moseley passed control of the meeting to Budget Committee Chair MacRitchie.

Policy Board member Gary Farnsworth arrived at 12:10 p.m. after election of the Budget Committee Chair.

3. Receive Budget Message

Documents: [PowerPoint – BMPO 2017-18 Draft Unified Planning Work Program and Proposed Budget for Fiscal Year \(FY\) July 1, 2017 – June 30, 2018](#)

Mr. Moseley asked if either Mr. Vodden or Ms. Dimont wanted to speak.

Ms. Dimont expressed concern about the Bend transportation system and how transportation funds have been spent. She said her concerns were shared by a wide spectrum of other people she has talked to.

Budget Committee Chair MacRitchie thanked Ms. Dimont for her comments. Mr. DeBone suggested Ms. Dimont talk with him following the meeting.

Mr. Deke provided an overview of the BMPO 2017-18 Draft Unified Planning Work Program. His presentation included FY 2016-17 (key accomplishments, tasks underway, work modifications and reductions), FY2017-18 (issues, challenges, priorities, work tasks, focus in the 1st and 2nd quarters), Fiscal Year 2017-18 Budget Summary, and review schedule. The proposed Bend MPO budget for FY2017-2018 is broken down below to show appropriations by major work task and budget category:

PROPOSED BMPO BUDGET FY 2017-2018	Resources
Budgeted Appropriations by Work Task	
1-BMPO Development & Program Management (57%)	\$248,803
2-Short-Range Planning (9%)	41,151
3-Long-Range Planning (24%)	102,486
4-Travel Demand Modeling & Data Collection/Analysis (10%)	41,196
Total Appropriations by Work Task	\$433,636

Budget Appropriations by Budget Category	
Personnel Services	\$210,640
Materials & Services	102,496
Interest Expense	500
Loan Repayment	70,000
Contingency	50,000
Total Appropriations by Category	\$433,636

Budget Committee Chair MacRitchie called a seven-minute break for lunch during discussion. Committee concerns before and after the break are shown below:

- Bend-Redmond transportation model: tourist impact, best time to “run” it for Bend, count collection procedures, why MPO dollars are used to support a model for Redmond, relation to Bend’s updated Transportation System Plan (TSP)
- MPO boundary expansion
- Traffic flow volumes between Bend and outlying communities
- Bend Parkway access
- Potential funding sources: those requesting transportation model results, major employers, impact of changes in federal transportation funding
- BMPO staffing options
- Timing the City’s TSP to the BMPO Metropolitan Transportation Improvement Program
- How Cascades East Transit benefits from the Bend MPO

- Budget format: why aligned by work task instead of by goal and purpose, how budget priorities were determined, aligning BMPO budget priorities with City of Bend priorities

Mr. DeBone designated Mr. Doty as his proxy to represent County interests in his absence and left the meeting at 1:30 p.m.

Budget Committee Chair MacRitchie opened the public hearing on the proposed FY2017-2018 budget and closed the hearing when no one offered testimony.

Ms. Wojda explained budget law procedure regarding approval of the Bend MPO budget.

Motion 1 (7/0/0): Ms. Campbell moved that the Bend MPO Budget Committee approve and recommend MPO Policy Board approval of the Proposed Fiscal Year 2017-2018 Bend MPO Budget as presented. Mr. Moseley seconded the motion which passed unanimously.

4. 2017-2018 BMPO Budget – Public Hearing and Adoption

The public hearing for the Policy Board to adopt the 2017-2018 BMPO Budget is scheduled for Thursday, April 20, 2017, 4 p.m. Advance public notice will be provided of the meeting date, time, and location.

5. Adjourn

Motion 2 (7/0/0): Mr. Mosely moved that the Budget Committee adjourn. Ms. Campbell seconded the motion which passed unanimously.

With no further business, Budget Committee Chair MacRitchie adjourned the meeting at 1:36 p.m.