

BEND METROPOLITAN PLANNING ORGANIZATION  
**BUDGET COMMITTEE MEETING**

*DRAFT* Minutes

**April 2, 2019**

Bend City Hall – Board Room, 710 NW Wall Street, Bend, Oregon

Budget Committee

Policy Board members: Barb Campbell, Justin Livingston, Tony DeBone, Bob Townsend  
(*absent: Chris Piper*)

Citizen members: Andrew Davis, Michel Bayard, Janet Gregor, Gary Vodden  
(*absent: Robin Vora*)

BMPO Staff: Tyler Deke, *Manager*; Jovi Anderson, *Program Coordinator*; Cameron Prow,  
TYPE-*Write II*

Visitors: Chris Doty, *Deschutes County Road Department Director*; Eric Baird, *City of Bend Financial Accountant*; Greg Bryant, *Citywide Transportation Advisory Committee (CTAC)* and *Deschutes River Woods*; Melissa Bradley, *City of Bend Interim Budget Manager*

Media: None

(*Agenda items appear in discussion order. The 3 digits after a motion title show the number of members voting in favor/opposed/abstaining.*)

**1. Call to Order and Introductions**

Policy Board Chair Livingston called the annual Budget Committee meeting of the Bend Metropolitan Transportation Organization (BMPO) to order at 12:13 p.m. with a quorum present (7 of 10). Ms. Campbell arrived at 12:37 p.m. during presentation of the budget message (Agenda Item 4).

**2. Visitor Comments**

Mr. Bryant expressed concern about potential impacts of reducing public outreach efforts.

**3. Review Budget Committee Member Term Assignments and Officer Assignments**

Data: Bend MPO Budget Committee Roster 2019 (Agenda Attachment A) and PowerPoint

Ms. Gregor nominated Mr. Davis to serve as Budget Committee Chair for the meeting. Mr. DeBone seconded the nomination. Mr. Davis agreed to serve if elected. Budget Committee members voted unanimously (7/0/0) in favor of Mr. Davis.

Policy Board Chair Livingston passed meeting control to Budget Committee Chair Davis.

**4. Receive Budget Message**

Data: Proposed Budget Fiscal Year July 1, 2019–June 30, 2020 (Agenda Attachment B), Unified Planning Work Program 2019-2020, FY 2019-20 Major Priorities Schedule, and PowerPoint (additional details at [www.bendoregon.gov/mpobudget](http://www.bendoregon.gov/mpobudget))

Mr. Deke presented the draft budget for fiscal year (FY) 2019-2020. He reviewed the definition of an MPO, MPO purpose, who funds the MPO, Bend MPO boundary, FY 2018-2019 key accomplishments and work underway, budget history, FY 2019-2020 issues and opportunities, FY 2019-2020 priorities, major work tasks, and the line item detail. The proposed Bend MPO budget for FY 2019-2020 is broken down below to show appropriations by major work task and by budget category:

<b>PROPOSED BMPO BUDGET FY 2019-2020</b>	<b>Resources</b>
<a href="#">Budget Appropriations by Major Work Task (% of total budget)</a>	
<b>1-Development &amp; Program Management (36%)</b>	\$275,919
<b>2-Short-Range Planning (19%)</b>	141,502
<b>3-Long-Range Planning (34%)</b>	256,861
<b>4-Regional Travel Demand Modeling (11%)</b>	87,335
<b>Total Appropriations by Work Task</b>	<b>\$761,617</b>

<a href="#">Budget Appropriations by Budget Category</a>	
MPO Program	\$590,567
Interest Expense	1,050
Loan Repayment	70,000
Contingency	100,000
<b>Total Appropriations by Budget Category</b>	<b>\$761,617</b>

Ms. Anderson outlined her data collection responsibilities.

Ms. Gregor read aloud Mr. Vora's written comments regarding the MPO's annual loan from the City of Bend, consulting services vs. in-house support, and limiting unfunded participation to necessary MPO Technical Advisory Committee and Policy Board activities.

Additional Budget Committee concerns included cost of the US 97 Freight Plan, freight and passenger rail service, what "Professional Services–Consulting" (Line 38) covered, why "Professional Services–Other" (Line 41) was increasing in FY 2019-2020, impact of constrained funding on planned projects, importance of an alternative north-south arterial to US 97, and staffing capacity vs. current and future workload levels.

**Motion 1** (8/0/0): Ms. Gregor moved that the Bend MPO Budget Committee approve and recommend MPO Policy Board approval of the Proposed Fiscal Year 2019-2020 Bend MPO Budget as presented. Mr. Vodden seconded the motion which passed unanimously.

**5. 2019-2020 BMPO Budget – Public Hearing and Adoption**

Budget Chair Davis announced the public hearing for the MPO Policy Board to adopt the 2019-2020 Bend MPO Budget was scheduled for Tuesday, April 16, 2019, 12 noon, in Deschutes Services Center – DeArmond Room, 1300 NW Wall Street, Bend, Oregon. Advance public notice of the meeting will be provided as required by budget law.

**6. Adjourn**

**Motion 2** (8/0/0): Ms. Campbell moved to adjourn. Mr. Livingston seconded the motion which passed unanimously.

With no further business, Budget Committee Chair Davis adjourned the meeting at 1:30 p.m.