

DRAFT
BEND METROPOLITAN PLANNING ORGANIZATION
BUDGET COMMITTEE
Virtual Meeting – MINUTES
March 23, 2021

YouTube video link at: <https://youtu.be/cGIJ-QGFBlw>

Budget Committee Members

Policy Board: Chair Barb Campbell, Vice-Chair Megan Perkins, and Rita Schenkelberg, *City of Bend*; Phil Chang, *Deschutes County*; Bob Townsend, *Oregon Department of Transportation (ODOT)*

Citizens: Andrew Davis, Greg Bryant, Janet Gregor, Donald Moore, Brian Potwin

BMPO Staff: Tyler Deke, *Manager*; Jovi Anderson, *Program Coordinator*; Andrea Napoli, *Senior Planner*; Cameron Prow, TYPE-*Write II* (minutes contractor)

Visitors: David Abbas, *City of Bend Transportation & Mobility Director*; Will Green; Melissa Hodnett, *Bend Budget & Financial Planning Manager*; Karen Swirsky, *Bend Growth Management*; Cristel Taylor, *Bend Senior Budget & Financial Analyst*

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 Meeting to Order and Introductions

Policy Board Chair Barb Campbell called the annual Budget Committee meeting of the Bend Metropolitan Transportation Planning Organization (BMPO) to order at 12:02 p.m. on Tuesday, March 23, 2021, with a quorum of members present (8 of 10 members). Policy Board Vice-Chair Perkins arrived about 12:07 p.m. (quorum increased to 9 of 10 members). Ms. Schenkelberg arrived about 12:25 p.m. (quorum increased to 10 of 10 members).

2. Visitor Comments

None.

3. Review Budget Committee Member Term Assignments and Chair Assignment

Data: Bend MPO Budget Committee – 2021 (Agenda Attachment A), PowerPoint, Proposed Budget Webpage link at: www.bendoregon.gov/mpobudget

Ms. Anderson and Mr. Deke outlined the process to recruit new Budget Committee members.

Budget Committee members agreed by consensus to retain Mr. Davis as the Budget Committee Chair for 2021. Policy Board Chair Campbell passed control of the meeting to Budget Chair Davis.

4. Receive Budget Message

Data: Proposed Bend MPO Budget FY 2021-2022 (Agenda Attachment B)

Budget Chair Davis outlined presentation topics for the Draft Work Program.

Mr. Deke discussed federal rule changes under consideration regarding urbanized areas and population and how these might impact the Bend MPO.

MPO staff provided an overview of fiscal year (FY) 2021-2022 budget including expected revenues, proposed expenditures by major work task area and budget line item, 2021-22 changes/opportunities/issues, and 2021-22 priorities. Also discussed were the 2021-22 Unified Planning Work Program (UPWP) and budget schedule.

The proposed Bend MPO budget for FY 2021-2022 is broken down below to show appropriations by major work task and by budget category:

PROPOSED BMPO BUDGET FY 2021-2022	Resources
Budget Appropriations by Work Task (% of total budget)	
1-BMPO Development & Program Management (44.3%)	\$354,900
2-Short-Range Planning (11.3%)	90,800
3-Long-Range Planning (36.2%)	290,000
4-Modeling & Data Collection/Analysis (8.2%)	65,500
Total Appropriations – All Work Tasks	\$801,200

Budget Appropriations by Budget Category	
MPO Program	\$601,200
Loan Repayment	100,000
Contingency	100,000
Total Requirements	\$801,200

Budget Committee concerns included the following:

- Data collection: by other agencies, potential for new locations
- Data reporting and findings during the COVID-19 pandemic
(see <https://www.bendoregon.gov/government/departments/bend-metro-planning-or-ganization/transportation-data/traffic-count-data>)
- Employee salary scales
- Federal gas tax rate
- Funding resources of other small Oregon MPOs
- Match funding percentages
- Mobility hubs feasibility study: content
- Model steering committee: purpose, membership
- MPO involvement in Safe Routes to School projects
- Legal services contract: Why separate the MPO from the City of Bend?
- Professional Services–Legal: increase over the FY 2020-21 level
- Safety data: timeliness, newer than 2 years old
- State funds received: basis for, compensating for lower distribution levels

Budget Chair Davis opened the Budget Committee public hearing on the proposed FY 2021-2022 Budget at 1:18 p.m.

Public testimony: Mr. Green asked if the MPO was interested in volunteer partnerships with local community colleges and OSU-Cascades. Ms. Napoli thanked Mr. Green for his comments.

When no further testimony was offered, Budget Chair Davis closed the public hearing at 1:23 p.m.

Motion 1 (10/0/0): Ms. Gregor moved approval and recommended MPO Policy Board adoption of the proposed Fiscal Year 2021-2022 Bend MPO Budget as presented. Mr. Bryant seconded the motion which passed unanimously.

Policy Board Chair Campbell thanked everyone for all their hard work.

5. 2021-2022 BMPO Budget – Public Hearing and Adoption

The public hearing for the Policy Board to adopt the 2021-2022 BMPO Budget is scheduled for Tuesday, April 20, 2021, 11:30 a.m. Advance public notice of the meeting will be provided as required by budget law.

6. Adjourn

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