



Meeting Minutes

BMPO Budget Committee

Location: Board Room (City Hall)
710 NW Wall, Bend, Oregon
Date: March 26, 2025
Time: 12:30 p.m.
Prepared by: ABC Transcription Services, LLC.

In Attendance

Members

1. Omar Ahmed, BMPO Policy Board, Oregon Department of Transportation (ODOT) Region 4
2. Charles "Chuck" Arnold, Citizen Representative
3. Greg Bryant, Citizen Representative
4. James Dorofin, Citizen Representative
5. Janet Gregor, Citizen Representative
6. Ariel "Ari" Méndez, BMPO Policy Board Chair, Bend City Councilor
7. Mike Riley, BMPO Policy Board, Bend City Councilor
8. Patrick Walsh, Citizen Representative

BMPO Staff and Other Attendees

1. Tyler Deke, BMPO Manager
2. Andrea Napoli, BMPO Senior Planner
3. Kelli Kennedy, BMPO Program Coordinator
4. Samantha Nelson, City of Bend Chief Financial Officer
5. Dan Quick, City of Bend Budget and Financial Planning Manager
6. Tory Carr, City of Bend Senior Budget and Financial Analyst
7. Brian Potwin, Commute Options

Notes

1. Call to Order and Introductions

Chair Méndez called the meeting to order at 12:34 p.m. with a quorum established.

2. Hybrid Meeting Guidelines

Manager Deke reviewed the hybrid meeting guidelines.

3. Public Comment

There was none.

4. Member Terms and Chair Appointment

Materials referenced: Budget Committee Roster (Attachment A in the agenda packet).

James Dorofi volunteered to serve as Chair.

Motion 1: Janet Gregory nominated James Dorofi to serve as BMPO Budget Committee Chair. Greg Bryant seconded the motion which passed 8 to 0. (Ayes: Ahmed (BMPO Board Member, ODOT), Arnold (Citizen Member), Bryant (Citizen Member), Dorofi (Citizen Member), Gregor (Citizen Member), Méndez (BMPO Board Member, City of Bend), Riley (BMPO Board Member, City of Bend), Walsh (Citizen Member). Nays: None. Abstain: None.)

Chair Dorofi led the meeting from this point.

5. BMPO Fiscal Year 2026 (FY26) Budget Message

Materials referenced: Proposed BMPO FY26 Budget (Attachment B in the agenda packet).

Manager Deke presented the FY26 Budget Message reviewing recent BMPO Boundary adjustments, funding sources and historic budget totals. He confirmed discussions over the next long-term transportation bill had begun in the State Legislature, the Association of Metropolitan Planning Organizations would provide regular updates, and the federal funding situation should be clearer in about 12 months, at which time the Board could discuss any needed changes.

Questions from the Committee were addressed about the five-to-seven-year renewal cycle for surface transportation bills and potential for upcoming modifications around funding formulas, MPO size, and planning requirements; uncertainty of federal funding; potential for changes in the Federal Highway Trust's funding sources; and mitigating financial risk by having a Reserve.

Senior Planner Napoli reviewed key accomplishments and work underway during Fiscal Years (FY) 2024 and 2025, detailed priorities for FY 2026 and 2027 and the FY 2026 and 2027 Unified Planning Work Program (UPWP) programs and tasks and gave an overview of COVID Relief and State Highway Fund (SHF) programs.

Staff responded to Committee member's questions about the overnight loan from the City of Bend being an accounting mechanism to keep fund balances positive while waiting for reimbursement; possibly not including the overnight loan in future budgets after establishing the Reserve Fund; meeting State climate change requirements without federal support; the Federal Highway Administration's (FHWA) suggestion to strike or rephrase the Work Program's language regarding climate change; use of transportation models for plan updates, land-use, and capital improvement project (CIP) analysis; the MTIP listing all the BMPO's federally funded projects including CET projects; and project types expected during the project solicitation process, such as Safe Routes to School projects.

Manager Deke reviewed the proposed Budget Summary and line-item details.

Staff addressed Board member's questions about achieving the 16 percent operating Reserve based on the City of Bend policy within two years; COVID funds being depleted after distribution to recipients in 2026; utilizing Contingency funds before Reserves; and the

upcoming Policy Board decision about the level of SHF funding going toward the City of Bend's Street Preservation Program, which operated on a reimbursement basis.

Finance Staff explained the differences between Budgeted and Actual totals for Line Items 3 and 36; confirmed State Highway Funds (SHFs) were budgeted under Line Item 3 but would appear as Actuals under Line Item 4 after being utilized; that the full amount budgeted for Consulting would be spent or carried forward into next year's funds; and the bulk of the Grant Recipient funds budgeted on Line Item 51 would go out at the end of the fiscal year.

Staff addressed questions regarding increased salaries and employee benefits; the City handling Public Employee Retirement System (PERS) liability for BMPO Staff; Miscellaneous Revenue being sourced from investment income, primarily from COVID funds earning interest and other government investment tools; Consulting costs being higher in prior years due to work on the Metropolitan Transportation Plan update; Advertising funds being used for public noticing or outreach; Insurance costs on Line Item 50; and outstanding COVID and SHF funding recipients, including Cascades East Transit (CET), the City of Bend's Street Preservation Program, and other external awardees.

The Committee discussed the possibility of adding more detail to the Proposed Budget Summary in the future to give more context to larger line items over \$500,000. Staff clarified the difference between conversations around the Proposed FY26 Budget and the 2028 – 2030 SHF funding distribution and noted allocating the funds in advance allowed building the budget.

6. Public Comment

There was none.

7. BMPO FY26 Budget Approval

Staff agreed to provide a breakdown of project awards for the current and upcoming year.

Motion 2: Chuck Arnold moved approval and recommended BMPO Policy Board adoption of the Proposed BMPO Fiscal Year 2026 Budget as presented. Greg Bryant seconded the motion which passed 8 to 0. (Ayes: Ahmed (BMPO Board Member, ODOT), Arnold (Citizen Member), Bryant (Citizen Member), Dorofin (Citizen Member), Gregor (Citizen Member), Méndez (BMPO Board Member, City of Bend), Riley (BMPO Board Member, City of Bend), Walsh (Citizen Member). Nays: None. Abstain: None.)

Manager Deke stated the Policy Board would review and possibly adopt the budget at their next meeting on April 18, 2025.

8. Adjourn

Chair Dorofin adjourned the meeting at 1:34 p.m.



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