

MEETING MINUTES
CITY OF SISTERS BUDGET COMMITTEE
520 E. CASCADE AVENUE.
MAY 19, 2016

COUNCIL MEMBERS PRESENT:

Chris Frye	Mayor
Nancy Connolly	Councilor
David Asson	Councilor
Amy Burgstahler	Councilor
Andrea Blum	Councilor

STAFF PRESENT:

Rick Allen	Interim City Manager
Joe O'Neill	Finance Officer
Patrick Davenport	Comm. Dev. Director
Kathy Nelson	City Recorder

COMMITTEE MEMBERS:

Chuck Ryan	Chair
Kathryn Lindbloom	Committee Member
Vern Renner	Committee Member
Bill Hall	Committee Member

GUESTS:

Paul Bertagna	Public Works Director
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ABSENT:

Vacant Position	Committee Member
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I. CALL TO ORDER

Chair Ryan reconvened the Budget Committee meeting to order at 5:30 p.m.

II. PREVIOUS MEETING FOLLOW-UP

III. BUDGET PRESENTATION

A. Sewer Fund – covered at previous evening's meeting

B. Sewer SDC Fund - covered at previous evening's meeting

C. Park SDC Fund

- There are two potential projects that could use Park System Development Charge SDC) funds if grants from the Oregon Parks and Recreation Department (OPRD) the City has applied for are awarded. The two projects are the Creekside Overnight Park restroom improvement project and the Village Green play equipment improvement project.
- There is a requirement for a ½ acre park in Sun Ranch Business Park by the City's well house and the dedication of the land is expected within the next month. There are no plans for development of the property at this time. The City Parks Advisory Board (CPAB) will be involved with the design for the property.

City Manager Allen described how some cities sell property dedicated to, especially when the city is not in a position where it wants to develop and maintain a park at that location. He stated the proceeds are invested into the park fund and then used toward the further development of an existing park or for the development of a more strategically placed parcel for a park. **Director Davenport** explained that 10 years ago the Council had determined there should be a park in that

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location and had required the developer to set aside some land. **City Manager Allen** suggested the Council might want to reconsider that decision since it was an industrial zone and not the best location for a park. He stated the City did not have to allow the developer to dictate where a park would be located that the City would have to maintain. He noted there was not adequate parking space in the industrial zone also. **Director Davenport** stated the property was on the edge of the runway protection zone but there would eventually be 30 homes built in the neighboring Kuivado subdivision. He stated there was also a one acre park that would be developed in the nearby Clear Pine subdivision but it was unclear if it would be maintained by the homeowners association or dedicated to the City for upkeep.

D. Parking District Fund

- There are no planned projects scheduled for FY 16/17.

E. City Hall Debt Service Fund

- Other funds transfer funds into the City Hall Debt Service Fund to pay their fair share on debt service payment on the loan for the City Hall building.
- Staff will check to see what amount it is required by the lender to maintain in reserve for future debt service and adjust accordingly if it is possible.

IV. DISCUSSION AND MOTIONS

The **Budget Committee** directed staff to create an Affordable Housing line item and budget \$50,000 for the fiscal year.

Committee Member Hall moved that the Budget Committee of the City of Sisters approve taxes for the 2016/17 fiscal year at a rate of \$2.6417 per \$1,000 of assessed value for the permanent rate tax levy. Committee Member Lindbloom seconded the motion. The motion carried unanimously.

Committee Member Hall moved that the Budget Committee of the City of Sisters approve the budget for Fiscal Year 2016/17 in the amount of \$11,488,081. Committee Member Lindbloom seconded the motion. The motion carried unanimously.

VII. ADJOURN

Chair Ryan adjourned the Budget Committee meeting at 6:47 p.m.


Kathy Nelson, City Recorder


Nancy Connolly, Council President