The City Of The Dalles

January 2017

INTRODUCING:

Our new City Councilor Darcy Long-Curtiss. Darcy was raised in The Dalles and graduated from The Dalles High School prior to attending Willamette University to study political science and international studies. She has been married to her high school sweetheart, Daniel Curtiss, for 24 years and has two sons, ages 19 and 16. Darcy is an independent financial advisor and owns Empower Financial, serving clients in Oregon, Washington and California. She has been a long-time advocate for children and adults with mental health issues and respite care for families with special needs children. Her current volunteer interests include The Original Wasco County Courthouse and the Arc of the Mid-Columbia. She is a past board member of YouthThink, Wasco County Prevention & Treatment Advisory Board, Mid-Columbia Child & Family Center, The Dalles Sister Cities Association and the Yamhill County Commission on Children & Families.

Darcy can be reached at Dlongc@ci.the-dalles.or.us

Our new Assistant to the City Manager Matthew Klebes. Matthew will be working on a variety of projects related to community and economic development. Previously, he was the Executive Director of The Dalles Main Street Program which is a 501(c)3 nonprofit that utilizes the National Main Street Program to revitalize downtown The Dalles. Matthew will be working on a variety of projects related to community and economic development. Matthew will be working on a variety of projects related to community and economic development.

Matthew can be reached at mklebes@ci.the-dalles.or.us or 541-296-5481 Ext 1150

MAYOR’S MINUTES: By: Mayor Steve Lawrence

2017 looks promising for The Dalles and the Columbia River Gorge. We will see phases 1 and 2 of the Waste Water Treatment Plant completed, a new Life Flight hanger at the airport, completion of the Mitchell Point bike trail and a new structure for Urban Renewal Board. These are projects underway; however, planning for the future will be the most exciting. With completion of the transportation, housing and parking studies, we can address how The Dalles will grow and become economically stronger. Google is building its third development, a new building owner is looking to put condominiums in downtown and cruise ships are booked through November, 2018 already.

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The City of The Dalles will be gearing up for their annual Budget Process soon. Oregon’s Local Budget Law establishes the procedures we must follow in order to provide minimum requirements for the information provided, encourage citizen involvement, and control expenditures of public funds. If a local government entity does not comply with Local Budget Law, that entity may not lawfully expend money or certify property taxes to the County Assessor per ORS 294.338.

The first thing that must be done is to designate a Budget Officer, who is responsible for the preparation and delivery of a balanced proposed budget and a comprehensive Budget Message to the Budget Committee. The City of The Dalles City Charter designates the City Manager to be the Budget Officer, so Julie Krueger is currently our Budget Officer.

Local Budget Law requires a Budget Committee be formed that is made up of the governing body and an equal number of appointed citizens. Since the Mayor is not a voting member of the City Council, the Mayor is not considered a part of the City’s Budget Committee. That means that there are five Councilors and five citizen members on the City’s Budget Committee. Employees or agents of the City may not serve as appointed citizen members of the committee. Appointed citizen members of the Committee must be residents and registered voters within the City limits.

It all starts in December when a Budget Calendar is prepared that gives deadlines for certain tasks to be completed, dates when public notices must be published, and meeting dates. At this point the schedule is somewhat tentative, but currently key dates for the 2017 budget process are as follows:

January 1 – March 3, 2017 – Departments estimate current year revenue and expenditures to determine ending fund balances which will be the new year’s Beginning Fund Balances. Also develop estimates for the next year’s budgets. Both must be submitted to Finance by February 17, 2016. Finance works with Department Managers on any issues and assembles first draft of proposed City budget to be submitted to Budget Officer/City Manager.

January 11, 2017 – Budget Committee Workshop – Budget Process Orientation
January 18, 2017 – City Council Goal Setting Workshop
March 5 – 22, 2017 – City Manager review and discussion with Department Managers
March 27 – April 7, 2017 – City Manager & Finance Director finalize proposed budget
April 16, 2017 – Publish First Notice of Budget Committee Meeting
April 17, 2017 – Post Second Notice of Budget Committee Meeting on City Website; distribute proposed budget books to Budget Committee members; provide copy for citizen review to City Manager’s office
May 1 – 5, 2017 – Budget Committee Meetings – continued each night until budget is approved.
May 28, 2017 – Publish Notice of Budget Hearing and required forms for approved budget summaries.
June 12, 2017 – Public Hearing on Approved Budget before City Council. If no changes requiring a second public hearing, Council may adopt the approved budget. If changes are large enough to trigger a required second Public Hearing, this will take place and the budget adopted on June 26, 2016.

A balanced budget must be adopted by the governing body by June 30, 2016 or the government cannot legally operate on July 1.

During the process of developing the budget each year, Staff provides Budget Information Papers (BIPs) discussing specific issues related to the development of the budget. The BIPs provide explanations of policies and how they have been used, unique aspects of the budget, lists of general five year Capital Improvement Plans, significant changes in the proposed budget, and new items that were requested by the Department Managers. Over the years, these have proven to be very helpful to our Budget Committee members in understanding the proposed budget.

We had a Budget Committee Workshop/Orientation on Wednesday, January 11, and the annual City Council Goal Setting Workshop will be on Wednesday, January 18.

The Budget Committee Workshop is strictly to provide orientation for new Budget Committee members and to discuss items such as current fiscal year status and whether current year fiscal policies should be revised. Any discussion by the Budget Committee of the budget for the next fiscal year prior to the formal Budget Committee Meeting on May 1, 2017 would be a violation of Oregon Local Budget Law.