

**CITY OF THE DALLES
BUDGET COMMITTEE MEETING**

**May 6, 2025
5:30 p.m.**

CITY HALL COUNCIL CHAMBER
313 COURT STREET
&
LIVE STREAMED

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When registering include your full name, city of residence, and the topic you will address.

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Contact the City Clerk at (541) 296-5481 ext. 1119 or amell@ci.the-dalles.or.us.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. May 5, 2025 Budget Committee Meeting Minutes
4. PUBLIC HEARINGS
 - B. Continuation of Public Hearing to Receive Testimony Regarding the Proposed Budget
 1. Continuation of Budget Presentations by Fund
 - Library
 - Airport
 - Public Works
 - Capital Improvement Funds
 - Special Revenue Funds
 - Debt Service Funds
 2. Public Testimony
 3. Close Public Hearing
5. COMMITTEE DISCUSSION

6. APPROVAL FISCAL YEAR 2025-26 BUDGET

7. ADJOURNMENT

Prepared by:

Amie Ell, City Clerk

MINUTES

CITY OF THE DALLES
BUDGET COMMITTEE

May 5, 2025
5:30 p.m.

In Attendance:

Richard Mays, Scott Randall, Ben Wring, Tim McGlothlin, Dan Richardson, Rod Runyon, Jann Oldenburg, Allyson Schock, Serena Smith, Jared Gosson, Sandy Haechrel

Staff in attendance:

City Manager Matthew Klebes, City Attorney Jonathan Kara, City Clerk Amie Ell, Community Development Director Joshua Chandler, IT Director David Collins, Public Works Director Dale McCabe, Police Chief Tom Worthy, Library Director Jeff Wavrunek, Airport Manager Jeff Renard

CALL TO ORDER

The meeting was called to order by Councilor McGlothlin at 5:30 p.m.

ROLL CALL

Roll call was conducted by City Clerk Ell, Mays, Randall, McGlothlin, Richardson, Runyon, Oldenburg, Schock, Smith, Gosson, Haechrel present. Wring absent.

ELECTION OF CHAIR AND SECRETARY

Chair McGlothlin asked for nominations for Chair

It was moved by Runyon and seconded by Richardson to nominate McGlothlin as Chair. The motion carried 9 to 0; Runyon, Richardson, Randall, McGlothlin, Smith, Schock, Gosson, Haechrel, Oldenburg voting in favor; none opposed; Wring absent.

Chair McGlothlin asked for nominations for Secretary.

Councilor Wring arrived.

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It was moved by Smith and seconded by Runyon to nominate Smith as Secretary. The motion carried 10 to 0; Smith, Runyon, Randall, Richardson, McGlothlin, Wring, Schock, Haechrel, Gosson, Oldenburg voting in favor; none opposed; none absent.

BUDGET OFFICER'S MESSAGE, FISCAL YEAR 2025-26

City Manager Matthew Klebes presented the Budget Officer's Message. Highlights included;

- The budget used the new ClearGov software, marking a transition to a more modern format, with some initial errors noted.
- The introduction addressed nationwide municipal budget challenges, including limited revenue growth and expiring temporary funding.
 - The Dalles maintained a stronger position than many cities through prudent financial practices, strategic planning, and effective use of grants.
- Key guiding fiscal principles included maintaining four months of net operating costs as unappropriated ending fund balance, maintaining a 10 percent contingency in the General Fund, continuing five-year capital improvement plans for major utility and street funds, and calculating administrative transfers based on service charges.
- Key budget changes included a new structure and presentation through ClearGov; the establishment of a Tourism Promotion Fund tied to changes in the transient lodging tax, and continued use of the Special Enterprise Reserve Fund for tax abatement and Strategic Investment Program revenues.
- The Facilities Department had been expanded and formalized, and a dedicated IT Department had been created, resulting in budget shifts as related expenses were centralized.
- SIP fund budgeting followed a Council-adopted resolution.
- The budget reflected Council priorities set during the annual strategic planning workshop, focusing on livability, housing, houselessness, fiscal sustainability, infrastructure, and public relations.

MOTION TO CERTIFY CITY OF THE DALLES TAX RATE OF \$3.0155 PER \$1000 OF ASSESSED VALUE

Klebes reviewed the tax rate information. He confirmed the tax rate was unchanged from the previous year.

It was moved by Runyon and seconded by Oldenburg to certify the City of The Dalles tax rate at \$3.0155 per \$1000 of assed value. The motion carried; Runyon, Oldenburg, Wring, Randall, Richardson, McGlothlin, Smith, Schock, Haechrel, Gosson voting in favor; none opposed; none absent.

PUBLIC HEARING

Public Hearing to Receive Testimony Regarding Uses of State Revenue Sharing

Chair McGlothlin opened the Public Hearing at 5:44 p.m.

Chair McGlothlin called for a staff report.

Klebes reviewed the uses of state shared revenue.

Chair McGlothlin asked for public comment. There was none.

Chair McGlothlin closed the public hearing at 5:45p.m.

It was moved by Runyon and seconded by Richardson to accept State Shared Revenue from cigarette, marijuana and liquor taxes into the General Fund; Highway Trust Funds Revenue into the Street Fund; and 911 Emergency Communication Tax Revenue into the General Fund. The motion carried; Runyon, Richardson, Randall, McGlothlin, Wring, Haechrel, Schock, Smith, Gosson, Oldenburg voting in favor; none opposed; none absent.

Public Hearing to Receive Testimony Regarding the Proposed City Budget

Chair McGlothlin opened the Public Hearing at 5:47 p.m.

Chair McGlothlin called for staff budget presentations.

BUDGET PRESENTATIONS BY FUND

Budget Overview

Klebes presented an overview of the proposed budget and noted a few corrections and highlights;

- On page 55, language referencing a "reserve for future expenditures" under General Fund contingency was outdated and had been consolidated into the unappropriated ending fund balance and contingency. This would be corrected in the final version.
- On page 58, the chart showed how departments such as Utility Billing received transfers from Water and Wastewater Funds to reflect services provided. In contrast, the Library showed zero due to lack of use of those services.
- Pages 63–74 detailed the City's five-year Capital Improvement Plan, with department-specific projects. He clarified that totals shown reflected multi-year spending, not single-

year costs. For example, police vehicles would be purchased at two per year, and a drone project might be delayed pending grant funding. Similar clarification was offered for the planned purchase of a street sweeper in FY 2027.

- When asked about tracking project timelines, Klebes explained the annual budget process allowed for monitoring and adjustments, and that ClearGov software might offer enhanced tracking tools, including public transparency through the website.
- Replacement pages 87–95 were distributed, reflecting updates.
- On page 91, he highlighted intergovernmental revenues and noted increased transfers out of the General Fund—about \$5.7 million in FY 2025 compared to \$1.2 million the prior year—primarily to support the Federal Street Plaza project.
- On page 93, he discussed the reallocation of transient lodging tax revenue, with all funds now routed through the new Tourism Promotion Fund, of which approximately 55% remained and 45% transferred to the General Fund.
- On page 95, he noted changes related to transfers from the Airport Fund. The City and Klickitat County were reviewing the Joint Operating Agreement governing the Columbia Gorge Regional Airport, and future transfers may instead appear as contractual services depending on the outcome.
- When asked about the separation of the PUD franchise fee on page 91, Klebes stated it had historically been listed under “Intergovernmental” due to its size, to provide clarity and avoid overshadowing smaller franchise fees.
- When asked about the bar graph on page 91 for FY 2025 and whether all revenues had been received, he confirmed they had not. He explained certain revenues, such as transient lodging tax, came in monthly or quarterly, and property tax revenue typically arrived closer to November or December. The City reserved amounts for late or delinquent payments, including appeals, and the graph reflected the status at the time of printing.

GENERAL FUND

City Council Budget

Klebes highlighted the City Council’s budget, focusing on changes to the contractual services line, with other items remaining steady. He explained this line was impacted by changes to the transient lodging tax, with funds allocated between the tourism promotion fund and general fund, requiring careful cash flow management due to the new fund structure. He explained the general fund’s role in supporting nonprofit and agency requests, noting alignment with the City Council’s goals rather than tourism-focused criteria.

He outlined several funding recommendations;

- The Dalles Main Street Program - \$25,000; Wasco County - \$40,000 for a water

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- agreement; Wasco County - \$19,440 for Kramer Field fencing; Northern Wasco County Parks and Recreation - \$143,000 after adjusting for new IFA water agreements; Columbia Gorge Humane Society - \$50,000 for spay and neuter program; Link Public Transit- \$50,000 to help meet match requirements for grants; Beautification Committee -\$20,000 for community beautification projects; The Dalles Art Center - \$15,000 for facilitating various art projects; The Dalles Art Center - \$26,750 for art at the roundabout to replace faded murals; Discovery Center - \$6,000 for digital photo archives and public access; Miscellaneous Reserve - \$67,798 for cash flow support in case of lower-than-expected revenue.
- Some items had been removed from this budget and would be discussed later during the Tourism Promotion Fund portion of the presentations.
 - Fort Dalles Museum: Listed under tourism promotion fund for tourist engagement.
 - Sister City Cultural Exchange: Included as part of tourism opportunities.
 - Columbia Gorge Regional Bike Hub: \$200,000 for a potential bike hub project.
 - Various tourism-related items such as the cruise ship dock and tourism promotion contracts.

When asked how deliverables were defined and which contributions led to expectations, he said the process began by considering whether applications aligned with tourism use or general fund use. Requests for operational or long-term recurring costs were generally eliminated, and funds were considered for leveraging other grant dollars and building on previous investments.

When asked if Main Street would need to provide a list of accomplishments or plans before receiving funding, he said that Main Street, like the Beautification Committee, submitted a strategic plan showing objectives and strategies for the upcoming year. Main Street's strategy included promotion, design, economic vitality, and organization, with specific deliverables like the promotion committee and First Fridays.

When asked about Little Music City's request not being funded, he said they should address their request through the tourism services contractor.

When asked about the Girl Scout House's request, he said it should be addressed through the City's Brownfield program, as it might have been the ideal funding source rather than the general fund.

When asked about the Fort Dalles Museum, he said it was under the City's umbrella in partnership with Wasco County and was funded through the tourism promotion fund. He highlighted that the museum served as a tourism facility and was frequented by visitors, including cruise ship passengers.

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When asked about the increase in the grant budget, he said the budget was larger this year because funds previously allocated to parks and rec from the transient lodging tax were now included in this grant budget. The increase balanced out due to the shift in how funds were allocated, including moving City expenses into the tourism promotion fund, such as the HOST compliance software.

When asked about the "miscellaneous" category, he said it referred to reserved funds in case transient lodging tax revenue fell short of expectations. The funds were set aside to ensure funding agreements could still be met if revenue came in lower than expected.

City Clerk Budget

City Clerk and Public Information Officer (PIO) Amie Ell provided an overview of her proposed FY 2025–26 budget.

Highlights included;

- The new City Council Goal 6: Public Relations, focused on accurate, inclusive messaging and community engagement had influenced key changes to her budget.
- Contractual services decreased due to technology costs moving to IT. An addition of \$6,600 was included for branding services (Goal 6.6).
- Travel, food, lodging, and training costs increased to support professional development for the new PIO role, including NAGC communication school and Municipal Clerk certification.
- Miscellaneous expenses increased to include addition items for PIO needs:
 - \$2,500 for public education printing.
 - \$1,700 for water bill inserts.

Councilor Runyon commented that, drawing from his background in public relations, he appreciated the increased investment in training and public relations work, noting that it supports transparency within the City.

City Manager Budget

City Manager Klebes presented his proposed budget, beginning on page 106 of the budget book. He highlighted two key changes:

- An increase in travel, food, and lodging to \$8,200, explaining that he was appointed to the Oregon City/County Managers Association Board late last year and anticipated increased travel related to that role.
- A \$20,000 allocation under miscellaneous expenses on page 107, explaining it was a new

line to provide flexible funds for time-sensitive opportunities, such as discounts, partnerships, or wellness initiatives, that fall within his spending authority but might not allow time for Council approval.

When asked what happens to the \$20,000 in miscellaneous expenses if it goes unused, he said it would become part of the ending fund balance for that fiscal year and then be budgeted as part of the beginning fund balance for the next.

Legal Budget

City Attorney Jonathan Kara presented the Legal Department budget and noted the following highlights:

- The Legal department consisted of two full-time employees.
- He stated the budget increased by only 1.22% from the prior year.

When asked about the decrease in cell phone expenses, he explained while the allowance for individual cell phone remained in each department's budget, other phone costs had been shifted to the Information Technology Department.

Judicial Budget

Angie Wilson presented the Judicial, Finance, and Utility Billing budgets and highlighted the following:

- The department included the judge and a shared 0.5 FTE with the Utility Department, equaling 1 FTE total, which helped keep Personnel Services costs low.
- Contractual Services included the annual use of Western Collection Agency to recoup overdue payments, with consistent success.
- She recommended removing the \$20,000 line item for additional court costs, stating it was no longer necessary and could be added to the ending fund balance or redirected.
- Court-appointed attorney fees remained budgeted at \$4,500 for a few remaining legacy cases, though most years required little spending in this category.
- Travel and training funds were budgeted minimally for judicial conferences and training for the court clerk.

Finance Budget

- The department included four full-time FTEs.

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- Contractual Services were slightly reduced from the prior year's \$50,000 due to anticipated lower needs.
- Key items included bank fees, the ClearGov annual fee (used to produce the current budget book), and \$27,000 for accounting and advisory services, broken down as:
 - \$12,000 for possible accounting assistance,
 - \$15,000 for the required OPEB (Other Post-Employment Benefits) actuarial analysis.
- She noted a formatting issue with ClearGov's presentation and requested that future documents return to highlighting key accounting items in blue.
- Training funds supported staff attendance at OGFOA and Caselle conferences, as well as online Excel and payroll courses, to stay current with GASB rules.

Utility Billing Budget

- The department consisted of 1.5 FTEs.
- No new expenses were included.
- Costs for computer equipment under \$5,000 had been shifted to the IT Department's rotation budget.

Human Resources

Klebes explained he would be presenting the Human Resources Department budget, as the department head would be the newly hired Assistant City Manager/Human Resources. The selected candidate was scheduled to begin the following Monday.

The department also includes the Safety Officer position, currently filled by a temporary employee while the regular staff member is on military leave.

Key Changes and highlights included;

- An increase of \$18,536 is required in Personnel Services to fully fund total compensation for the Assistant City Manager/HR position. This will be allocated across salary, insurance, life insurance, workers' compensation, and related categories.
- The \$30,000 allocation for recruitment and hiring efforts remains unchanged.
- The Employee Relations budget increased from \$16,200 to \$32,500 to support:
 - Organizational culture initiatives.
 - Volunteer and staff appreciation events.
 - The work of the ATF (Appreciation Task Force) Committee, which organizes events like the holiday party, mid-year employee appreciation barbecue, and other recognition activities.

In response to a question regarding a significant increase in the medical insurance line item, he

explained the budget anticipates the potential cost of full family medical coverage for the incoming employee. Prior year budgets were lower due to the previous staff member not requiring such coverage.

Community Development Budget

Chandler presented the Community Development Department budget, which includes the Planning and Historic Preservation and Economic Development divisions.

Key Changes and highlights included;

- The proposed budget reflects a 9% increase over the previous year, with approximately 75% of the increase due to salaries and benefits.
- A \$30,000 increase in contractual services was included, primarily to support the potential placement of a RARE (Resource Assistance for Rural Environments) AmeriCorps member; the placement remains uncertain due to federal funding cuts.
- Funding was added to explore the use of a hearings officer—an impartial third-party land use attorney—for certain development reviews.
- Mailing and printing line items increased by nearly \$10,000 to accommodate potential Ballot Measure 56 notices, required for land use code amendments.
- The department remains fully staffed with five FTE: Director, Senior Planner, Associate Planner, Planning Technician, and Administrative Assistant.
- Minor reductions in other line items were attributed to the centralization of IT services.

Economic Development Budget

Chandler provided an overview of the Economic Development Division budget. Key changes and highlights included;

- The Economic Development Division received support from the City Manager's Office, Planning Division, and Urban Renewal Agency.
- Dan Spatz retired from the Economic Development Officer position; Jake Anderson was hired to fill the role.
- The proposed budget decreased by approximately \$30,000 from the previous year due to reductions in contractual services and IT consolidation.
- The prior year's budget included funding for grant writing services that were not fully utilized; future efforts were planned to be completed in-house.
- A personnel cost adjustment of \$6,532 was needed to reflect the final salary and compensation for the newly hired Economic Development Officer.

Police Department Budget

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Chief Worthy provided an overview of the Police Department's \$6.64 million budget, explaining that it supported 26 sworn officers and enabled the department to respond to 18,455 calls for service in the previous year. The budget allocation primarily covered personnel costs and benefits, with over 50% dedicated to these areas. Staff included six sergeants and 18 officers. He said the department's participation in the Mid-Columbia Interagency Narcotics Team (MINT) was currently on hold due to staffing shortages. He also mentioned that the reserve program was inactive and that a Business Liaison Officer (BLO) position was planned but not yet staffed. He highlighted the increase in salaries and overtime costs due to a newly ratified contract and the need for more overtime coverage.

Worthy and Klebes provided information for the CAD (Computer-Aided Dispatch) and RMS (Records Management System) projects and a cost breakdown. The total budget for the projects added up to close to \$963,940 through the following breakdown.

- The City's portion of the CAD and RMS project: \$403,541
- 911 operations dispatching costs: \$428,867
- Data conversion cost: \$13,340
- Hosting costs: \$73,192
- Procurement and change orders: \$45,000

Klebes noted the budgeted \$631,768 on page 142 for CAD/RMS would need to be adjusted to the finalized amount, reducing the ending fund balance. He stated the change was feasible under Council-approved agreements and emphasized the project was long planned and necessary.

Additional Police Department Budget changes and highlights included;

- Towing services remained flat, while software maintenance was reduced to \$5,900.
- In the IT department, garage door repair was noted as an ongoing expense due to frequent use of the police garage.
- Radio maintenance was discussed, emphasizing the necessity of maintaining the city's independent digital radio system. A maintenance agreement was proposed to ensure reliable radio communications, including all equipment, infrastructure, and antennas.
- Gasoline costs remained flat, while the telephone line item increased due to a \$3,000 cell phone allowance for those required to be on call.
- Digital storage expenses for video and body cameras were clarified, including the transition to a leasing program for cameras and storage. This was explained by Captain Carrico, who highlighted the benefits of leasing for maintenance and replacement of faulty equipment.
- Training expenses, including the DUI training conference and other required certifications, were acknowledged. The department also planned for online training and tuition reimbursement for officers pursuing higher education.

- Uniform and equipment costs included external load-bearing vests, ballistic panels, and uniform replacement. Badge replacements were ordered after a competitive bidding process.
- Miscellaneous expenses included officer buyouts for officers transferring from other departments and the potential use of grant funds for equipment like drones, which had a \$50,000 placeholder in the budget.
- Two patrol vehicles were budgeted at \$147,000, accounting for both the vehicle cost and necessary up fitting for police use. Additionally, a \$20,000 equipment line item remained for the drone purchase, which was later removed from the budget.
- The purchase of new Tasers was emphasized as a critical safety investment, aimed at reducing the need for lethal force.

When asked if upgrading communication technology would result in improved officer safety, he explained that the new equipment, including the CAD system, would provide better awareness of the situation, more timely and accurate information, and ultimately keep officers and the community safer. He emphasized that having access to accurate information through an intuitive, modern platform would enable officers to use the system to its fullest extent, helping both the public and officers stay safe. He also pointed out that the system could help officers recognize wanted individuals, stolen vehicles, and other critical information. Additionally, the integration of the CAD and RMS systems would allow for analytics that could improve resource allocation, staffing, and patrol routes, offering an objective basis for decision-making rather than relying solely on personal opinions.

Chair McGlothlin recessed the meeting for a 10 minute break at 7:50 p.m.

The meeting reconvened at 8:00 p.m.

Codes Enforcement Budget

Changes and highlights included;

- The Code Enforcement budget was \$338,000, part of the General Fund.
- A second Code Enforcement officer was hired in July 2024, increasing work in addressing neighborhood blight and nuisance properties.
- Key activities included: 363 complaint-driven cases (25% increase), 146 junk cars scrapped, 509 cars tagged, 49 abandoned vehicles towed (10 RVs, 58% increase), 441 property inspections (17% increase), and 38 properties posted for nuisance abatement with 13 abated.
- The abatement process involved legal steps to ensure property owners could resolve issues before city intervention.
- An agreement with Union Pacific allowed drone use over their property for inspections.

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- The budget mainly covered salaries and contracted services, with specific allocations for RV towing (\$10,000) and transient camp cleanups (\$30,000).

Animal Control Budget

Changes and highlights included;

- The Animal Control budget remained largely unchanged, with the same officers as the previous year.
- A significant line item is \$6,000 for veterinary services, used to care for animals that are injured, neglected, or abused.
- A new animal control vehicle was procured in the past year, featuring air conditioning to protect animals on hot days, significantly improving the program.

Technology Budget

IT Director David Collins said the IT department had grown to four members, with the addition of a new network administrator.

Changes and highlights included;

- Most budget increases reflected the consolidation of technology across various general fund departments into the IT department.
- For security reasons, specific vendors or solutions were not discussed, but higher-level details and case usage were available for discussion.
- The website redesign and hosting contract included \$6,000 annually, with a \$25,000 cost for the website renewal project.
- Regarding the Blue Mountain line item on page 162, it was clarified that it covered the cost of the free Wi-Fi service within the town, with the service being provided through a new project to improve Wi-Fi in the area.

When asked why Google was not paying for the Wi-Fi service in the downtown area, Klebes explained that while Google had provided grants to various community agencies, the Wi-Fi project had been built and deployed but suffered from inadequate maintenance, which led to the system not functioning properly. The City had then taken on the responsibility of maintaining the system to ensure its continued functionality. He said while the City could have submitted a request to Google for recurring funding, it was likely not as competitive as other projects that Google supported.

Collins confirmed the "times 12" in both the PUD and Blue Mountain referred to the monthly costs for a year.

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Regarding end-of-year support replacements, Collins clarified that the \$42,000 expense on page 165 was for computer projects, including a new storage system and the creation of a conference room.

When asked about plans for replacing server equipment in the upcoming fiscal years, he confirmed there was a plan for virtualization clusters to be renewed within the next couple of years.

General Services

Klebes presented the General Services budget, which covered various facilities, including City Hall, the police department, the library, and the State Office Building.

Changes and highlights included;

- Staffing increased the addition of a facilities supervisor, which had led to progress on long-term maintenance projects.
- Notable projects included the replacement of the Library's HVAC unit, improvements at City Hall and the police department, and ongoing work on the downtown street tree project.
- The budget anticipated changes in the upcoming budget, particularly with the First Street streetscaping and Federal Street Plaza projects.
- The department aimed to allocate funds not only for one-time project costs but also for maintenance to keep facilities functional and well-maintained.
- On pages 170 and 171, the budget detailed equipment needs, including a Kubota and leaf goat for the facilities department, and \$5,000 for downtown street tree banners.

When asked why the FTE was 1.2 under General Services while facilities had 3.0, Klebes explained that the FTE breakdown was due to how the costs were distributed among various departments and funds. He clarified that some of the staff costs for the facilities team were attributed to the State Office Building fund, which was reflected in different areas of the budget.

Other Uses Fund

The Other Uses Fund was presented by Klebes, detailing its structure and key components, including various charges for services and special payments including;

- An agreement with Mid Columbia Fire and Rescue to allocate Enterprise Zone dollars for the development of their fire training tower and debt related to the project, as well as their volunteer and paramedic program.
- Operating transfers to other city funds:

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- \$65,000 transfer to the airport fund in partnership with Klickitat County for the ongoing support of Columbia Gorge Regional Airport.
- \$600,000 transfer to the street fund (updated from \$400,000, with no budget change) to support street operations and maintain the pavement management index rating (PMI).
- \$1.5 million transfer to the capital projects fund for the maintenance and improvement of city facilities and to address deferred maintenance.
- \$3.5 million transfer to the special grant fund for the Federal Street Plaza project (not covering the full cost of the plaza, which is nearly \$5 million). Grants have been applied for, securing approximately \$1.5 million.
- \$12,351 transfer to the unemployment fund for the city's unemployment needs.

When asked about the contingency line item, Klebes explained the City maintains 10% of the budget as a contingency for unexpected expenses or emergencies. He noted that he would double-check the math regarding the \$1.2 million on the end of page 174 and would provide further clarification the following night.

Tourism Fund

Klebes introduced the tourism fund, emphasizing its connection to the City Council budget and its role in supporting various tourism-related initiatives. He highlighted the following key items in the budget;

- \$40,000 for Fort Dalles Displays: This includes funding for the Fourth of July fireworks show in 2026, marking the 250th anniversary of the United States.
- \$450,000 for Tourism Promotion Contract: The City is currently undergoing an RFP process, with the contract award scheduled for City Council review on June 2.
- AutoCast App Host Compliance Software: Funds allocated for the software required for tourism-related app compliance.
- Tourism Opportunity Projects: This includes Sister Cities, the cruise ship dock, Discovery Center, Museum, and potential bike hub projects.
- Transfer to the General Fund: A portion of the tourism fund will be transferred to the general fund, supporting the City Council budget.

Klebes clarified that the term "Tourism Opportunity Projects" was intended to avoid using the word "miscellaneous" and provide flexibility in managing the fund. He acknowledged that tourism lodging tax (TLT) revenues can fluctuate from year to year, and the goal was to allow some breathing room for cash flow dynamics.

RECESS

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The meeting was recessed at 8:35 p.m. until May 6, 2024 at 5:30 pm.

Submitted by/
Amie Ell, City Clerk

SIGNED:

Budget Committee, Chair

ATTEST:

Amie Ell, City Clerk