



**City Council Work Session
October 16, 2017 - 6:00 PM
Public Safety Building 401 East Third Street**

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. REVIEW OF THE COUNCIL AGENDA AND MEETING**
- IV. COUNCIL BUSINESS ITEMS**
- V. JOINT MEETING WITH NEWBERG SCHOOL DISTRICT BOARD**
 - V.A Item A - Disaster Preparedness
[City and School District Preparedness](#)
 - V.B Item B - Housing Affordability in Newberg
[RCA Housing Affordability](#)
 - V.C Item C - Access to the Internet (time permitting)
- VI. FINANCIAL REPORTS**
 - VI.A August 2017 Fund Financial Statements
[RCA Information Financial Reports - 2017-08 Aug.pdf](#)
- VII. ADJOURNMENT**

PUBLIC COMMENT

WORK SESSIONS ARE INTENDED FOR DISCUSSION. NO ACTION WILL BE TAKEN ON THE AGENDA ITEMS AND NO DECISIONS WILL BE MADE. NO ORAL OR WRITTEN TESTIMONY WILL BE HEARD OR RECEIVED FROM THE PUBLIC.



School District and City Emergency Preparedness

October 16, 2017



The Threat

1. If a Cascadia earthquake occurs the area of impact could cover some hundred and forty thousand square miles in Oregon and Washington and some seven million people.
2. Roughly three thousand people died in San Francisco's 1906 earthquake. Almost two thousand died in Hurricane Katrina.
3. According to FEMA, nearly thirteen thousand people will die in the Cascadia earthquake and potential tsunami.
4. Another twenty-seven thousand will be injured, and we will need to provide shelter for a million displaced people, and food and water for another two and a half million.
5. After shaking begins, the electrical grid will fail, If it happens at night, the catastrophe will unfold in darkness.

6. Everything made of glass will break. Anything indoors and unsecured will lurch across the floor or come crashing down: bookshelves, lamps, computers
7. Refrigerators will walk out of kitchens, unplugging themselves and toppling over.
8. Water heaters will fall and smash interior gas lines.
9. Houses not bolted to their foundations will slide off—or, rather, they will stay put, obeying inertia, while the foundations, together with the rest of the Northwest, jolt westward.
10. Unmoored on undulating ground, homes will begin to collapse. Larger structures fail. Until 1974, Oregon had no seismic code, and few places considered a magnitude-9.0 earthquake until 1994.
11. Oregon Geology/Mineral Department estimates that 75% of structures in state are not designed to withstand a Cascadia quake

Threat (continued)

12. FEMA calculates a million buildings—**more than three thousand schools—will collapse or be compromised** in the earthquake.
13. Half of all highway bridges, 15 of 17 bridges spanning Portland's rivers, two-thirds of railways and airports; one-third of all fire stations, half of all police stations, and two-thirds of all hospitals will be disabled.
14. Shaking from the quake will set off landslides throughout the region and render roads impassable
15. Oregon's energy-infrastructure hub (6 mile stretch of Portland) through which 90% of the state's liquid fuel flows will be disabled.
16. The I-5 corridor will take between 1-3 months after the earthquake to restore electricity, a month to a year to restore drinking water and sewer service, six months to a year to restore major highways, and 18 months to restore health-care facilities.

PREPARE

- City Goal: To lead and facilitate the community response to survive and recover from a major disaster such as the Cascadia Subduction Zone Earthquake.
- District Goal: To prepare and protect our children and Staff to survive and recover from a major disaster

Mayor and Council/ School Board: Our Role in a Disaster

- As elected officials, we have a significant role in the Newberg emergency response organization and our response to disasters is an important part of the continuity of government.
- Our actions influence community members as well as employees and directly impact the City's ability to protect lives, property, and the environment.
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- Our primary role during a disaster is one of policymakers, communicators, liaison, and oversight. We know the needs of the community and have already established effective channels of communication with our constituents.

How can City and School District work together?

- * Connecting/ Communicating

1. With staff and parents

- * Cooperating and Sharing

1. Facilities (As shelters or emergency feeding sites)
2. Fields for emergency shelters (tent cities)
3. Emergency fuel (diesel)
4. Joint training and exercises
5. Preposition supplies and equipment (water filtration)
6. Seismic upgrades, grant applications.

- * Planning

1. Develop an Emergency Operations Plan
2. Update and exercise plans
3. Prepare students, staff and their families for major disaster response and recovery
4. Train staff in National Incident Management System (NIMS).

City Responsibilities

- Responsibility for disaster planning, **(Prepare)** emergency response **(Respond)** and recovery **(Recover)** are the responsibility of the City government – Mayor and City Council.
- **ORS(401.032)** It is declared to be the policy and intent of the Legislative Assembly that preparations for emergencies and governmental responsibility for responding to emergencies be placed at the local level.
- **Declaration of state of emergency (ORS 401.165)** rests with the Governor who may declare a state of emergency by proclamation at the request of a county governing body or after determining that an emergency has occurred or is imminent.

RESPOND

1. Coordinating the response with public and private organizations and agencies.
2. Activating necessary local governments and organizations that are signatory to mutual aid compacts.
3. Activating response agreements with State and Federal departments or agencies.
4. Proclaiming a local state of emergency to authorize: Using local resources; Expending local funds; and Waiving the usual bidding process for goods and services.
5. Requesting the State Office of Emergency Management (OEM) to provide State and/or Federal assistance.

What have we done in Newberg?

1. Completed and adopted an Emergency Preparedness Manual Operations Plan.
2. In 2016, two tabletop emergency operations tabletop drills were held. (water system water emergencies and a significant winter storm event.
3. Held monthly Emergency Management Team meetings.
4. Held two outreach meetings with the 35 churches in the Faith-Based Community to coordinate community response efforts.
5. Committed to helping churches prepare their congregation for response and recovery including: preparedness planning, Community Emergency Response Training, and prepositioning supplies.

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: October, 16 2017				
Order ____ No.	Ordinance ____ No.	Resolution ____ No.	Motion ____	Information <u>XX</u>
SUBJECT: Housing Affordability			Contact Person (Preparer) for this Motion: Joe Hannan and Doug Rux: City Manager, Community Development Director	

EXECUTIVE SUMMARY: Following is an outline of speaking points and facts related to housing affordability in Newberg. The outline is offered as a guide to work session discussions between the Newberg School District Board and City Council.

HOUSING UPDATE The Market (Sep 2017)

Availability

Existing homes: Inventory of property for sale has fluctuated from an inventory of homes for sale of a 1.6 month inventory to 2.5 months, balanced market reflects 6 month inventory of homes for sale.

Rentals: Of 360 rentals under management 6 (or 1.8% of units) are available – (Shannon Eoff, Chehalem Property Mgt)

New Construction:

<u>Single Family</u>	<u>Location</u>	<u>Units</u>	<u>Notes</u>
Park	Rentfro Way	23	
Gracie's Landing	Chehalem/N Valley	53	
Columbia Estate	Columbia/Lynn	24	
Terrace Estates	Terrace/Petunia	44	
Hess Creek Phase 3-5	Corrine/Bypass	54	
Hazelwood Farm	Henry Road	19	
Nova Grace	Wynooski/9 th	14	
Page	Columbia Drive	25	

Multi-Family

McCann Apts	2 nd /Edwards	20
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Potential Single Family/Multi-Family:

JT Smith	Crestview Drive	250	Affordable deed restriction
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Springbrook Properties		1100-1400
Dutchman Ridge	North Valley Road	107
CS Lewis	Wynooski/6 th	13
Del Boca Vista	River St	10
Del Boca Vista	3 rd St	4
Del Boca Vista	Weatherly Way	90-130
Chehalem Pointe	Villa/Park	140
Gougler	North of Rite Aid	45

Affordability

- A family earning \$59,520 is **80% of the Portland Metropolitan Statistical Area median income** for a family of four (working definition of affordable).
- \$59,520 could qualify for a total mortgage payment of \$1,800 supporting a \$250,000 mortgage
- \$38,000 is the starting pay for a first year Newberg School District teacher

What is being done to address Housing Affordability? (a partial list)

City of Newberg Activities

- R3 zoning- Planning Commission
- Urban Growth Boundary Expansion – land availability
- Butler Property (1st/Howard)
- Community Development Block Grant for manufactured home repair
- Newberg Affordable Housing Trust Fund grant to Newberg Habitat for manufactured home repair
- Newberg Affordable Housing Trust Fund loans for affordable housing repair

Housing Newberg Group (proposals)

- R-3 zoning at annexations
- Accessory Dwelling Units
- Construction Excise Tax
- Education
- Missing Middle Housing
- Artist Live/Work Space
- Reduced public street widths
- Expedited review and permitting – for affordable houses
- Vacation rental regulations (restrictions)
- Systems Development Charges deferrals/loans
- Several other proposals will be recommended to the City Council in November, 2017

Employer Housing

- Employer built homes or apartments
- Mortgage assistance

Housing Authority of Yamhill County

- Additional opportunities for affordable housing project(s)

Governor's Work Force Housing Initiative

- Request for Information on workforce housing concepts for pilot program

Department of Land Conservation and Development

- Pilot program for Urban Growth Boundary expansion for affordable housing project

School District Opportunities

1. Dedicate District land for construction of employee housing (i.e. portion of Renne Fields)
2. Authorize home construction class at Newberg HS and sell/lease house to staff.
3. Support Newberg HS class in design and construction of affordable (skinny) houses.

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: October 16, 2017

Order ____ No.	Ordinance ____ No.	Resolution ____ No.	Motion ____	Information <u>XX</u>
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**SUBJECT: Newberg Financial Statements for
August 2017**

**Contact Person (Preparer) for this
Item: Matt Zook
Dept.: Finance**

EXECUTIVE SUMMARY:

Included with this report are the financial summary statements for May 2017. The financial statements represent the City's ongoing commitment at all levels of the organization to monitor financial status and make adjustments on a monthly basis. These are provided for your information and review, as well as an opportunity for you to ask questions and keep abreast of the financial health of the City. As you review these statements, please feel free to contact me directly in advance of the meeting with questions or comments. This will provide me with an opportunity to come to the Council Work Sessions with sufficient information to answer your questions. No formal action is required at the meeting.

SUMMARY REPORT

AUG 2017

SUMMARY REPORT			AUG 2017			Current YTD	2016-17 PRIOR YTD
FUNDS	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Compare to			
				Budget			
				17%			
City Budget Totals							
Total Beg Fund Balance	\$ 36,900,731	\$ 40,588,918	\$ 40,588,918	110%	39,824,311		
Total Revenues	60,502,700	3,840,712	6,751,884	11%	5,518,044		
Total Beg Fund Bal & Revenues	97,403,431	44,429,630	47,340,802		45,342,354		
Total Expenses	71,272,809	4,337,807	7,261,015	10%	6,249,769		
Total Contingencies / Reserves	26,130,622	-	-	0%	-		
Total Exp & Contingen / Reserves	97,403,431	4,337,807	7,261,015	7%	6,249,769		
Total Monthly & YTD Net Gain / (Loss)		\$ (497,094)	\$ (509,131)				
Total Ending Fund Balance			\$ 40,079,787		39,092,586		
City Services							
General Fund (01)							
Beg Fund Balance	\$ 3,077,675	\$ 3,563,186	\$ 3,563,186	116%	3,313,037		
Revenues							
General Government	-	-	-	0%	-		
Municipal Court	12,777	1,966	2,840	22%	3,026		
Police	1,060,968	91,295	223,174	21%	202,689		
Fire	363,258	-	-	0%	-		
Communications	41,483	-	10,690	26%	11,224		
Library	116,430	3,619	8,056	7%	7,220		
Planning	708,100	141,909	183,646	26%	88,962		
Property Taxes	7,855,522	37,363	70,477	1%	148,214		
Other Taxes	66,400	-	-	0%	25		
Franchise Fees	1,520,823	78	78	0%	13		
Intergovernmental	1,387,137	113,589	241,854	17%	228,137		
Miscellaneous	2,244,616	131	498	0%	1,946		
Interest	21,233	1,229	3,367	16%	876		
Transfers	1,174,924	41,272	82,543	7%	56,369		
Revenue Total	16,573,671	432,449	827,221	5%	748,700		
Expenses							
General Government	210,073	12,785	51,898	25%	68,963		
Municipal Court	312,131	24,770	51,377	16%	62,184		
Police	6,835,552	508,060	1,037,660	15%	990,142		
Fire	3,866,703	322,225	644,451	17%	642,946		
Communications	3,509,676	89,777	209,465	6%	185,342		
Library	1,767,171	119,182	236,433	13%	208,784		
Planning	1,262,702	64,116	133,252	11%	170,426		
Transfers	143,834	1,151	2,302	2%	26,077		
Contingency	643,504	-	-	0%	-		
Unappropriated Ending Balance	1,100,000	-	-	0%	-		
Total Expenses	19,651,346	1,142,066	2,366,839	12%	2,354,864		
Monthly & YTD Net Gain / (Loss)		\$ (709,617)	\$ (1,539,618)				
Ending Fund Balance			\$ 2,023,568		1,706,873		

SUMMARY REPORT

AUG 2017

SUMMARY REPORT			AUG 2017			Current YTD	2016-17 PRIOR YTD
FUNDS	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Compare to			
				Budget			
				17%			
<u>Public Safety Fee (16)</u>							
Beg Fund Balance	\$ 109,612	\$ 171,437	\$ 171,437	156%	163,546		
Revenues	496,809	41,379	83,008	17%	82,036		
Expenses	542,792	30,056	60,309	11%	99,213		
Contingencies / Reserves	63,629	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 11,323	\$ 22,699				
Ending Fund Balance			\$ 194,136		146,369		
<u>EMS (05)</u>							
Beg Fund Balance	\$ 87,036	\$ 79,659	\$ 79,659	92%	1,245,742		
Revenues	501,000	45,081	87,667	17%	247,103		
Expenses	551,741	45,978	91,957	17%	389,846		
Contingencies / Reserves	36,295	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (897)	\$ (4,289)				
Ending Fund Balance			\$ 75,370		1,102,999		
<u>911 Emergency (13)</u>							
Beg Fund Balance	\$ 23,357	\$ 19,080	\$ 19,080	82%	10,713		
Revenues	221,000	-	18	0%	(0)		
Expenses	224,876	14,771	30,566	14%	30,475		
Contingencies / Reserves	19,481	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (14,771)	\$ (30,548)				
Ending Fund Balance			\$ (11,468)		(19,762)		
<u>Civil Forfeiture (03)</u>							
Beg Fund Balance	\$ 25,234	\$ 25,268	\$ 25,268	100%	24,302		
Revenues	200	29	59	30%	35		
Expenses	25,434	-	-	0%	-		
Contingencies / Reserves	-	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 29	\$ 59				
Ending Fund Balance			\$ 25,327		24,336		
<u>Library Gift & Memorial (22)</u>							
Beg Fund Balance	\$ 63,516	\$ 88,497	\$ 88,497	139%	92,550		
Revenues	135,600	1,443	1,656	1%	3,705		
Expenses	160,000	7,261	11,851	7%	15,304		
Contingencies / Reserves	39,116	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (5,818)	\$ (10,194)				
Ending Fund Balance			\$ 78,302		80,951		

SUMMARY REPORT

AUG 2017

SUMMARY REPORT			AUG 2017			Current YTD	2016-17 PRIOR YTD
FUNDS	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Compare to Budget 17%			
<u>Building Inspection (08)</u>							
Beg Fund Balance	\$ 932,354	\$ 1,107,774	\$ 1,107,774	119%	746,431		
Revenues	825,318	68,564	129,250	16%	174,391		
Expenses	706,767	58,860	114,275	16%	87,765		
Contingencies / Reserves	1,050,905	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 9,705	\$ 14,975				
Ending Fund Balance			\$ 1,122,750		833,058		
<u>Streets (Operating) (02)</u>							
Beg Fund Balance	\$ 489,326	\$ 736,256	\$ 736,256	150%	816,245		
Revenues	1,956,204	131,215	149,832	8%	127,178		
Expenses	2,349,591	226,575	371,135	16%	308,804		
Contingencies / Reserves	95,939	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (95,360)	\$ (221,303)				
Ending Fund Balance			\$ 514,953		634,619		
<u>Water (Operating) (07)</u>							
Beg Fund Balance	\$ 8,874,908	\$ 8,988,958	\$ 8,988,958	101%	7,784,122		
Revenues	5,877,525	889,436	1,511,238	26%	1,292,566		
Expenses	6,024,114	318,959	601,539	10%	639,637		
Contingencies / Reserves	8,728,319	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 570,478	\$ 909,699				
Ending Fund Balance			\$ 9,898,657		8,437,051		
<u>Wastewater (Operating) (06)</u>							
Beg Fund Balance	\$ 10,812,028	\$ 11,959,292	\$ 11,959,292	111%	12,445,970		
Revenues	8,147,159	689,612	1,360,252	17%	1,246,846		
Expenses	11,148,750	524,893	906,335	8%	677,573		
Contingencies / Reserves	7,810,437	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 164,719	\$ 453,917				
Ending Fund Balance			\$ 12,413,209		13,015,243		
<u>Stormwater (Operating) (17)</u>							
Beg Fund Balance	\$ 898,152	\$ 1,028,251	\$ 1,028,251	114%	1,169,140		
Revenues	1,488,924	130,829	264,716	18%	226,549		
Expenses	2,174,253	296,809	395,507	18%	221,639		
Contingencies / Reserves	212,823	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (165,980)	\$ (130,791)				
Ending Fund Balance			\$ 897,459		1,174,051		

SUMMARY REPORT

AUG 2017

SUMMARY REPORT

AUG 2017

FUNDS	AUG 2017					2016-17 PRIOR YTD
	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Current YTD		
				Compare to Budget 17%		
<u>Administrative Support (31)</u>						
Beg Fund Balance	\$ 553,185	\$ 728,861	\$ 728,861	132%	474,296	
Revenues	4,750,352	397,458	795,064	17%	723,888	
Expenses						
City Manager	640,981	47,326	93,352	15%	66,834	
Human Resources	216,501	16,260	33,701	16%	22,885	
Emergency Management	-	-	-	0%	-	
Finance	734,726	59,259	125,484	17%	114,940	
Gen Office(Postage/Phones)	177,289	11,018	22,891	13%	22,515	
Utility Billing	323,036	31,673	63,070	20%	52,751	
Information Technology	1,071,444	159,179	251,527	23%	213,660	
Legal	480,443	33,082	69,575	14%	70,559	
Fleet Maintenance	208,735	19,967	36,143	17%	28,234	
Facilities Repair/Replacement	835,675	57,586	107,398	13%	49,027	
Insurance	366,446	298,368	298,368	81%	290,307	
Transfers	3,362	280	560	17%	4,589	
Contingencies / Reserves	244,898	-	-	0%	-	
Total Expenses	5,303,536	733,998	1,102,071	21%	936,302	
Monthly & YTD Net Gain / (Loss)		\$ (336,540)	\$ (307,007)			
Ending Fund Balance			\$ 421,854		261,882	
<u>Capital Improvement Projects</u>						
<u>Streets CIP's (18)</u>						
Beg Fund Balance	\$ 168,396	\$ 168,834	\$ 168,834	0%	165,646	
Revenues	4,937,000	128,042	168,487	3%	142,580	
Expenses	4,935,000	127,552	167,797	3%	142,156	
Contingencies / Reserves	170,396	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ 489	\$ 691			
Ending Fund Balance			\$ 169,525		166,070	
<u>Water / Wastewater / Stormwater CIP's (04)</u>						
Beg Fund Balance	\$ -	\$ -	\$ -	0%	-	
Revenues	7,135,000	514,064	609,700	9%	115,598	
Expenses	7,135,000	514,064	609,700	9%	115,598	
Contingencies / Reserves	-	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ (0)	\$ -			
Ending Fund Balance			\$ -		-	
<u>Street SDC (42)</u>						
Beg Fund Balance	\$ 2,965,113	\$ 2,936,734	\$ 2,936,734	99%	2,824,984	
Revenues	2,365,125	140,505	203,746	9%	50,128	
Expenses	3,971,000	2,962	3,726	0%	45,240	
Contingencies / Reserves	1,359,238	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ 137,543	\$ 200,019			
Ending Fund Balance			\$ 3,136,754		2,829,872	

SUMMARY REPORT

AUG 2017

SUMMARY REPORT		AUG 2017				Current YTD	2016-17 PRIOR YTD
FUNDS	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Compare to			
				Budget			
				17%			
Water SDC (47)							
Beg Fund Balance	\$ 298,518	\$ 572,610	\$ 572,610	192%	821,631		
Revenues	734,713	41,429	113,950	16%	32,528		
Expenses	1,028,931	-	464	0%	3,263		
Contingencies / Reserves	4,300	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 41,429	\$ 113,486				
Ending Fund Balance			\$ 686,095		850,896		
Wastewater SDC (46)							
Beg Fund Balance	\$ 4,516,526	\$ 5,106,412	\$ 5,106,412	113%	4,527,496		
Revenues	830,000	25,711	145,256	18%	58,646		
Expenses	1,579,724	132,913	200,103	13%	5,262		
Contingencies / Reserves	3,766,802	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (107,202)	\$ (54,846)				
Ending Fund Balance			\$ 5,051,565		4,580,880		
Stormwater SDC (43)							
Beg Fund Balance	\$ 94,806	\$ 106,284	\$ 106,284	112%	167,567		
Revenues	71,200	808	5,242	7%	8,798		
Expenses	55,000	11,453	11,566	21%	15,871		
Contingencies / Reserves	111,006	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ (10,644)	\$ (6,323)				
Ending Fund Balance			\$ 99,960		160,494		
Debt							
Debt Service (General Op) (09)							
Beg Fund Balance	\$ 36,946	\$ 38,270	\$ 38,270	104%	216,728		
Revenues	743,425	21,018	41,686	6%	40,068		
Expenses	736,006	-	-	0%	-		
Contingencies / Reserves	44,365	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 21,018	\$ 41,686				
Ending Fund Balance			\$ 79,956		256,796		
City Hall (10)							
Beg Fund Balance	\$ 512,086	\$ 552,745	\$ 552,745	108%	509,076		
Revenues	93,000	19,284	28,134	30%	6,035		
Expenses	108,486	-	-	0%	-		
Contingencies / Reserves	-	-	-	0%	-		
Unappropriated Ending Balance	496,600	-	-	0%	-		
Monthly & YTD Net Gain / (Loss)		\$ 19,284	\$ 28,134				
Ending Fund Balance			\$ 580,879		515,111		

SUMMARY REPORT

AUG 2017

SUMMARY REPORT		AUG 2017			Current YTD	2016-17 PRIOR YTD
FUNDS	2017-18	MONTH OF	2017-18			
	BUDGET	AUG 2017	YTD	Compare to		
				Budget		
				17%		
Reserves						
PERS Stabilization Reserve (25)						
Beg Fund Balance	\$ 179,255	\$ 179,840	\$ 179,840	100%	-	
Revenues	-	173	368	0%	29,825	
Expenses	179,255	14,987	29,973	17%	-	
Contingencies / Reserves	-	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ (14,813)	\$ (29,605)			
Ending Fund Balance			\$ 150,235		29,825	
Vehicle / Equipment Replacement (32)						
Beg Fund Balance	\$ 1,372,748	\$ 1,431,306	\$ 1,431,306	104%	1,176,384	
Revenues	\$ 1,114,077	\$ 92,194	\$ 191,845	17%	134,799	
Expenses						
General Government	-	-	-	0%	1,464	
City Manager's Office	1,468	-	-	0%	-	
Human Resources	1,013	-	-	0%	-	
Finance	17,496	-	-	0%	-	
Information Technology	76,396	51,860	68,272	89%	39,098	
Legal	423	-	-	0%	-	
Municipal Court	4,114	-	-	0%	-	
Police	461,425	62,349	66,321	14%	7,590	
Communications	153,488	-	-	0%	-	
Library	13,103	-	-	0%	-	
Planning	2,975	-	-	0%	-	
Building	26,412	-	-	0%	-	
PW Administration	1,556,524	-	-	0%	-	
Fleet Maintenance	11,048	69	115	1%	54	
Facilities Repair/Replacement	160,940	5,237	11,064	7%	-	
Contingencies / Reserves	-	-	-	0%	-	
Total Expenses	2,486,825	119,515	145,772	6%	71,039	
Monthly & YTD Net Gain / (Loss)		\$ (27,321)	\$ 46,073			
Ending Fund Balance			\$ 1,477,379		1,240,144	

SUMMARY REPORT

AUG 2017

SUMMARY REPORT

AUG 2017

FUNDS					Current YTD	2016-17 PRIOR YTD
	2017-18 BUDGET	MONTH OF AUG 2017	2017-18 YTD	Compare to		
				Budget		
				17%		
Community Projects						
Cable TV Trust (23)						
Beg Fund Balance	\$ 37,825	\$ 37,897	\$ 37,897	100%	37,504	
Revenues	200	44	89	44%	53	
Expenses	38,025	-	-	0%	-	
Contingencies / Reserves	-	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ 44	\$ 89			
Ending Fund Balance			\$ 37,985		37,558	
Economic Development (14)						
Beg Fund Balance	\$ 522,129	\$ 617,748	\$ 617,748	118%	570,191	
Revenues	457,771	15,037	18,074	4%	16,745	
Expenses	847,332	2,478	16,217	2%	3,969	
Contingencies / Reserves	132,569	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ 12,559	\$ 1,857			
Ending Fund Balance			\$ 619,605		582,967	
Transient Lodging Tax (19)						
Beg Fund Balance	\$ 250,000	\$ 343,718	\$ 343,718	137%	149,857	
Revenues	1,047,427	14,941	15,360	1%	8,906	
Expenses	1,297,427	11,657	23,314	2%	23,194	
Contingencies / Reserves	-	-	-	0%	-	
Monthly & YTD Net Gain / (Loss)		\$ 3,284	\$ (7,955)			
Ending Fund Balance			\$ 335,763		135,569	



**City Council Business Session
October 16, 2017 - 7:30 PM
Public Safety Building 401 East Third Street**

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. CITY MANAGER'S REPORT

V. PUBLIC COMMENTS

(30 minutes maximum which may be extended at the mayor's discretion; an opportunity to speak for not more than five (5) minutes per speaker allowed)

VI. CONSENT CALENDAR

VI.a Council Minutes
[RCA Consent Council Minutes 9-5-17](#)

VII. NEW BUSINESS

VII.a Resolution 2017-3418, A Resolution supporting the administration of the 2016 Housing Rehabilitation Community Development Block Grant (CDBG) by adopting a Non-Discrimination on the basis of Handicapped Status Policy and Grievance Procedure, and a Fair Housing Resolution that are required because of the federal funding associated with the grant.
[RCA Resolution 2017-3418.doc](#)
[Exhibit A - Non Discrimination Policy and Grievance Procedure Resolution.pdf](#)
[Exhibit B - Fair Housing Resolution.pdf](#)

VIII. COUNCIL BUSINESS

IX. EXECUTIVE SESSION PURSUANT TO ORS 192.660 2 E REAL PROPERTY NEGOTIATIONS

X. ADJOURNMENT

COMMENTS

Council accepts comments on agenda items during the meeting. Fill out a form identifying the item you wish to speak on prior to the agenda item beginning and turn it into the City Recorder. Speakers who wish the Council to consider written material are encouraged to submit written information in writing by 12:00 p.m. (noon) the day of the meeting.

ADA STATEMENT

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: In order to accommodate persons with physical impairments, please notify the City Recorder's Office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than two business days prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.

ORDER

The Mayor reserves the right to change the order of items to be considered by the Council at their meeting. No new items will be heard after 11:00 p.m., unless approved by the Council.

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: October 16, 2017

Order ____ No.	Ordinance ____ No.	Resolution ____ No.	Motion <u>XX</u>	Information ____
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SUBJECT: Minutes

Contact Person (Preparer) for this
Motion: Sue Ryan, City Recorder
Dept.: Administration

RECOMMENDATION:

Approve City Council minutes from September 5th, 2017.

NEWBERG CITY COUNCIL MINUTES
REGULAR SESSION
September 5, 2017, 7:00 PM
PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

A work session was held at 6:00 p.m. preceding the meeting. Present were Mayor Andrews, Councilors Patrick Johnson, Scott Essin, Denise Bacon, Mike Corey, Stephen McKinney and Matt Murray. Also present were City Manager Joe Hannan, City Attorney Truman Stone, City Recorder Sue Ryan, Information Technology Director Dave Brooks, Human Resources Director Anna Lee, Finance Director Matt Zook, Police Chief Brian Casey, Sergeant Jeff Kosmicki, Support Services Manager Mary Newell, Senior Planner Steve Olson, Water Plant Superintendent Dan Wilson, and Public Works Director Jay Harris.

Mayor Andrews called the meeting to order.

Work Session on Long Range Budgeting:

City Manager Hannan said when the budget was passed, they had a deficit and tonight was to address the issue of the City spending more than its revenues. The first topic was to look at the general fund balance and how to close the gap. The second topic was an update on the communication upgrade to the dispatch center. Tonight's focus was to introduce ideas and discuss them not to make any decisions.

Finance Director Zook reported on background from the budget process earlier that year referring to a Powerpoint handout (Exhibit A). FD Zook said the numbers were calculated for FY 2018-19 Budget. He explained the difference between the ending fund balance and structural deficit. He explained how different funds operated and their current balances.

CM Hannan said they had some different strategies for closing the gap and that this year's budget was balanced by taking from the City's reserves. FD Zook said one idea was to consider a Local Option Levy where the City can tax above and beyond the permanent tax rate. He said this idea as proposed could eliminate the structural deficit in one year by generating \$1.28 million. There was discussion on the time period for the levy, a sunset date, renewal, and associated risks with a levy.

CM Hannan said another strategy was to increase Public Safety fees from the current \$3 monthly rate to \$15 per month on the Municipal Services Statement for a set period. There was discussion on the School Resource Officer and how it was paid for. CM Hannan said another idea might be to increase franchise fees, to increase rates for water, wastewater, and storm water utilities, and to do interfund transfers for space rental by departments to the general fund.

CM Hannan said another idea was to transfer the Dispatch Center to WCCCA or was contracted out. Another strategy was to consider the sale of City properties such as the Animal Shelter. There was discussion on cutting employee positions that were just recently created, and employees paying more for their health insurance. Other options to make up the budget gap could include the increased amount of revenues coming in from the current building boom in the City. There was discussion on the City Hall fee and the bonded amount of debt still left to pay off. There was discussion on potential revenue from possible motels that may be built in the City.

There was discussion on the numbers in the presentation related to the proposed charter amendment to reduce the City's levied tax rate and if the charter amendment does not pass that they City may still face a systemic issue. There was discussion on property tax revenues and how those could potentially increase.

CALL MEETING TO ORDER

Mayor Andrews called the business session to order at 7:15 p.m.

ROLL CALL

Members Present: Mayor Bob Andrews Scott Essin Stephen McKinney
Mike Corey Denise Bacon Patrick Johnson
Matt Murray

Staff Present: Joe Hannan, City Manager Truman Stone, City Attorney
Sue Ryan, City Recorder Doug Rux, Community Development Director
Cheryl Caines, Associate Planner Jay Harris, Public Works Director
Anna Lee, Human Resources Director
Dan Wilson, Water Treatment Plant Supervisor
Brad Allen, Associate Planner Paul Chiu, Senior Engineer
Steve Olson, Senior Planner Rosa Olivares, Community Engagement Specialist

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was performed.

CITY MANAGER'S REPORT: City Manager Hannan reported on his recent activities including finances and the long-term budget model, the communications upgrade, funding for roads, attendance at various functions and events, emergency preparedness work with churches, police reserves,

PUBLIC COMMENTS: None

CONSENT CALENDAR:

MOTION: Bacon/Johnson moved to approve the Consent Calendar including Council Minutes for July 31 and August 7, 2017; Resolution 2017-3412, A Resolution to authorize the City Manager to execute a contract amendment with Knife River Corporation-Northwest for the Pavement Preservation and Utility Replacement Project for the amount of \$201,287.75; and Resolution 2017-3401, Adoption of the City Manager Evaluation. Motion carried (7 Yes/0 No).

PUBLIC HEARINGS: Ordinance 2017-2817, North Valley Friends Church/Veritas School Annexation: Mayor Andrews opened the public hearing. He called for any abstentions, ex parte contacts, and objections to jurisdiction. Councilor Johnson declared an ex parte contact with a Veritas employee. City Attorney Stone read the hearing statement.

Planner Allen said this was an annexation request for 24.3 acres to the north of Newberg on College Street to become seven tax lots. The applicant was North Valley Friends Church and Veritas School. The zoning would change to R-1, Low Density Residential with a Stream Corridor Overlay on part of the site. The proposed use complies with the Comprehensive Plan as PQ used to locate the location of future schools. There is adequate provision of urban services with public utilities extended to the site and upgrades to a booster pump station are underway to serve it. Planning Commission recommended adoption of Ordinance 2017-2817. He mentioned a correction in the ordains section of the text to include with the stream corridor overlay to match the title of the document.

Councilor Johnson asked about the Transportation Planning Rule regarding how much control the City would have over monitoring the intersection to make upgrades. Planner Allen said the development agreement required North Valley Church to make improvements along North College and Bell Road when improvements are made to the east of the site. There was discussion on traffic impacts.

Proponents: Andy Baker, North Valley Friends Church and Veritas School, said there was a 2003 agreement to develop the site including annexing into the City of Newberg. He said Veritas is currently developing their land with county permits as per the agreement. The utilities were being installed. North Valley Friends has no current plans for developing their property.

Opponents: None

Undecided: None

Mayor Andrews closed the testimony. Planner Allen recommended adoption of the Ordinance. There was discussion on the definition of large.

City Attorney Stone said applicant indicated they had waived the 7-day period to introduce new information. He read the procedure statement for appeals.

MOTION: Bacon/Johnson moved to waive the second reading of Ordinance 2017-2817. Motion carried (7 Yes/0 No).

MOTION: McKinney/Johnson moved to adopt Ordinance 2017-2817 and read by title only, An Ordinance annexing 24.33 acres of property located at 4020 N College Street, Tax Lots 3208-2700, 2701, 2702, 2703, 2800, 2801, and 2802, plus the area of the adjacent rights-of-way, into the Newberg city limits, withdrawing it from the Newberg Rural Fire Protection District, and changing the zoning from Yamhill County AF-10 and PAI to Newberg R-1 and I with a Stream Corridor Overlay. Motion carried (7 Yes/0 No).

CONTINUED BUSINESS: Ordinance 2017-2815 – Dutchman’s Ridge Annexation

There was a brief discussion procedure. City Attorney Stone said the Council was at the deliberations stage of this ordinance as the Council had previously closed the hearing. Planner Olson said the content is what the Planning Commission approved and recommended adoption of the ordinance.

MOTION: McKinney/Corey moved to adopt Ordinance 2017-2815 and read by title only, An Ordinance annexing 25.66 acres of property located at 25020, 25240 and 25300 NE North Valley Road, Yamhill County, Tax Lots 3207-600, 700 and 800, plus the area of the adjacent rights-of-way, into the Newberg city limits, withdrawing it from the Newberg Rural Fire Protection District, and changing the zoning from Yamhill County AF-10 to Newberg R-1 with Stream Corridor overlay. Motion carried (7 Yes/0 No).

Ordinance 2017-2813:

Planner Caines said some minor edits had been made to the ordinance language since the previous meeting when the ordinance was held.

Proponents, Opponents or Undecided: None

Mayor Andrews closed the hearing. Planner Caines recommended adoption of the ordinance.

MOTION: McKinney/Bacon moved to adopt Ordinance 2017-2813 and read by title only, An Ordinance amending the Newberg Development Code for land divisions. Motion carried (7 Yes/0 No).

NEW BUSINESS: Resolution 2017-3403:

Water Plant Superintendent Wilson said the hypochlorite generation was part of the recent Waste Water Treatment Plant expansion. He explained how it works to make chlorine.

MOTION: Murray/Bacon moved to adopt Resolution 2017-3403, A Resolution authorizing the City Manager to waive the competitive purchasing requirement and execute all necessary documents to purchase an onsite hypochlorite generation system for the Water Treatment Plant. Whitney Equipment Company Inc. is the supplier of the MicroClor system and the cost is \$277,312.50. Motion carried (7 Yes/0 No).

2007 ADA Pedestrian/Bike plan review:

Planner Caines said this plan was adopted in 2007. Its purpose is to provide non-vehicular methods of transportation between key destinations in the City. Since then staff created a Bike Improvement Program, which has included various improvements to encourage bicycling. The plan is still in use and a vital document.

Councilor McKinney asked about potential savings if the City just did curb cuts and sidewalks. PWS Director Harris said they have a large budget and it depended upon what part they were talking about. There was discussion on budgeting and costs involving ADA ramps.

2012 Cultural District plan review:

Planner Olson said the plan was adopted in 2012 as the guiding document for future development within the Cultural District. He said Council declared the area bounded by East Hancock, North Blaine, East Sherman, and North School streets to be the Cultural District. Since its adoption, many actions had taken place to implement it. Future projects will take collaboration between the City, Chehalem Parks and Recreation District and Chehalem Cultural Center. There was discussion on parking needs during events.

Robert Soppe, Cultural District Chairman, spoke in favor of the Cultural District Plan. He said the scope of the project that \$3.5 million had been spent of the \$9 million needed to carry out the plan. There was discussion on the parking management plan and donations from community groups.

Communication Plan Discussion:

Community Engagement Specialist Olivares reported on work she had been doing with departments on communications. She said some of the goals that came from the Council for the Communication plan included: engaging the community, ensuring the City had a positive image, ensure consistent and proactive external communication, enhance internal communication to increase awareness, coordination and participation of City employees in City goals, open two-way communication to ensure that information is shared throughout the community and the organization. There was discussion on action items, There was a five-minute recess.

COUNCIL BUSINESS:

The Council discussed topics for upcoming joint meetings with CPRD, and also the School District.

Mayor Andrews wanted to have a subcommittee on Council Rules consisting of himself, Councilor Essin and Councilor Johnson with it to come before the Council in January.

City Recorder Ryan reminded the Council about the Habitat for Humanity Elected Officials Build Day on September 16th.

MOTION: McKinney/Corey moved to suspend Council Rule 7.7 to reconsider the Council's previous vote to support the Charter amendment. Motion failed (2 Yes/5 No [Andrews, Bacon, Essin, Johnson, Murray]).

ADJOURNMENT: The meeting was adjourned at 9:25 p.m.

ADOPTED by the Newberg City Council this 16th of October, 2017.

Sue Ryan, City Recorder

ATTESTED by the Mayor this 17th day of October, 2017.

Bob Andrews, Mayor

REQUEST FOR COUNCIL ACTION

DATE ACTION REQUESTED: October 16, 2017

Order ____ No.	Ordinance ____ No.	Resolution <u>XX</u> No. 2017-3418	Motion ____	Information ____
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SUBJECT: A Resolution supporting the administration of the 2016 Housing Rehabilitation Community Development Block Grant (CDBG) by adopting a Non-Discrimination on the basis of Handicapped Status Policy and Grievance Procedure, and a Fair Housing Resolution that are required because of the federal funding associated with the grant

Contact Person (Preparer) for this
Motion: Doug Rux, Director
Dept.: Community Development
File No.: GR-16-002

RECOMMENDATION:

Adopt Resolution No. 2017-3418.

EXECUTIVE SUMMARY:

In June of 2016 the Newberg City Council approved the submission of a Housing Rehabilitation Community Development Block Grant (CDBG) to the State of Oregon in partnership with the Housing Authority of Yamhill County and Yamhill County Affordable Housing Corporation by Resolution No. 2016-3273. A \$400,000 grant application was submitted in September 2016 and the City received notification on December 1, 2016 that the application was approved for the full grant amount of \$400,000.

All of the contractual documents have been signed and the environmental review is now complete and the Housing Authority of Yamhill County is starting to pull names from the waiting list. The target is to provide grants to approximately 55 households who own manufactured homes in parks to make immediate health and safety repairs to their homes so they can continue to live in them safely. A comprehensive presentation outlining the results of the project will be provided to the City Council prior to the grant closing out.

In addition to beginning the eligibility verification process with waiting list applicants, the City of Newberg and the Housing Authority of Yamhill County are also working on completing all of the first draw requirements. Because the CDBG program is federally funded through Housing and Urban Development (HUD), the City is required to adopt policies addressing specific federal laws and requirements. The City of Newberg adopted most of these policies during the last CDBG award in 2012, but needs to update the following policies prior to the first draw of grant funds. This includes publishing an updated Fair Housing Resolution and a Non-Discrimination on the Basis of Handicapped Status and Grievance Procedures as outlined in the attached Resolution 2017-3418 which includes Exhibits "A" and "B".

FISCAL IMPACT:

Adoption of Resolution No. 2017-3418 will ensure that the City of Newberg complies with federal law for the \$400,000 CDBG award. Funds have been budgeted as revenue and expenses as part of the adopted Fund 14 Economic Development Fund.

STRATEGIC ASSESSMENT (RELATE TO COUNCIL PRIORITIES FROM SEPTEMBER 2017):

Goal: Encourage Affordable Housing

The Housing Rehabilitation Community Development Block Grant (CDBG) award of \$400,000 furthers the preservation of manufactured homes to meet the need of very low to moderate income families within the community.

A RESOLUTION SUPPORTING THE ADMINISTRATION OF THE 2016 HOUSING REHABILITATION COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BY ADOPTING A NON-DISCRIMINATION ON THE BASIS OF HANDICAPPED STATUS POLICY AND GRIEVANCE PROCEDURE, AND A FAIR HOUSING RESOLUTION THAT ARE REQUIRED BECAUSE OF THE FEDERAL FUNDING ASSOCIATED WITH THE GRANT

RECITALS:

1. On June 21, 2016 The City of Newberg adopted Resolution No. 2016-3273 supporting the Submission of a Housing Rehabilitation CDBG application to the Oregon Business Development Department (OBDD) in partnership with the Housing Authority of Yamhill County and the Yamhill County Affordable Housing Corporation.
2. On December 1, 2016 the City of Newberg was awarded a \$400,000 CDBG from OBDD. Because the CDBG program is federally funded through Housing and Urban Development (HUD), the city is required to adopt policies addressing specific federal laws and requirements. The City of Newberg adopted most of these policies during the last CDBG award in 2012, but needs to update certain policies prior to the first draw of grant funds.
3. The City of Newberg wishes to meet the federal requirements for the CDBG and comply with federal law associated with this funding.

THE CITY OF NEWBERG RESOLVES AS FOLLOWS:

1. The Non-Discrimination on the Basis of Handicapped Status Policy, and Grievance Procedure (Exhibit "A") is hereby adopted and by this reference incorporated.
2. The Fair Housing Resolution (Exhibit "B") is hereby adopted and by this reference incorporated.
3. Exhibits "A" and "B" update the Non-Discrimination on the Basis of Handicapped Status Policy and Grievance Procedure, and Fair Housing Resolution adopted by Resolution No. 2013-3041.

➤ **EFFECTIVE DATE** of this resolution is the day after the adoption date, which is: October 17, 2017.

ADOPTED by the City Council of the City of Newberg, Oregon, this 16th day of October, 2017.

Sue Ryan, City Recorder

ATTEST by the Mayor this 19th day of October, 2017.

Bob Andrews, Mayor

Non-Discrimination on the Basis of Handicapped Status Policy, and Grievance Procedure

Policy of non-discrimination on the basis of handicapped status:

The City of Newberg does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs or activities.

The person named below has been designated to coordinate compliance with the non-discrimination requirements contained in the Department of Housing and Urban Development's (HUD) regulations implementing Section 504 (24 CFR Part 8. dated June 2, 1988).

Truman A. Stone, City Attorney
City of Newberg
414 E 1st Street (PO Box 970)
Newberg, OR 97128
Telephone: (503) 537-1248 TTY: (503) 554-7793

Grievance procedure:

Complaints of Alleged Discrimination Based on Disability in relation to federally assisted programs or activities:

1. Submit complaint in writing to the City Attorney for resolution. A record of the complaint and action taken will be maintained. A decision by the City Attorney will be rendered within 15 working days.
2. If the complaint cannot be resolved to your satisfaction by the City Attorney, it will be forwarded to the City Manager. A decision by the City Manager will be rendered within 15 working days.
3. A record of action taken on each complaint will be maintained as a part of the records at each level of the grievance process.

THE EFFECTIVE DATE of this Policy shall be October 17, 2017.

Fair Housing Resolution

LET IT BE KNOWN TO ALL PERSONS of the City of Newberg that discrimination in the sale, rental, lease, advertising of sale, rental or lease, financing of housing or land to be used for construction of housing, or in the provision of brokerage or rental services because of race, color, religion, sex, disability (physical or mental), familial status (children) or national origin is prohibited by Title VII of the federal Fair Housing Amendments Act of 1988. It is the policy of the City of Newberg to support the Fair Housing Amendments Act of 1988 and to implement a Fair Housing Program to ensure equal opportunity in housing for all persons regardless of race, color, religion, sex, disability (physical or mental), familial status (children), actual or perceived sexual orientation, gender identity, marital status or its members, source of income, or national origin. Therefore, the City of Newberg does hereby pass the following Resolution:

BE IT RESOLVED that within the resources available to the City of Newberg through city, county, state, federal and community volunteer sources, the City of Newberg will assist all persons who feel they have been discriminated against because of race, color, religion, sex, disability (physical or mental), familial status (children), actual or perceived sexual orientation, gender identity, marital status or its members, source of income, or national origin in the process of filing a complaint with the Oregon Civil Rights Division or the U.S. Department of Housing and Urban Development, Seattle Regional Office Compliance Division, that they may seek equity under federal and state laws.

BE IT FURTHER RESOLVED that the City shall publicize this Resolution and through this publicity shall cause real estate brokers and sellers, private home sellers, rental owners, rental property managers, real estate and rental advertisers, lenders, builders, developers, home buyers and home or apartment renters to become aware of their respective responsibilities and rights under the Fair Housing Amendments Act of 1988 and any applicable state or local laws or ordinances.

THE FAIR HOUSING PROGRAM, for the purpose of informing those affected of their respective responsibilities and rights concerning Fair Housing law and complaint procedures, will at a minimum include, but not be limited to: 1) the printing, publicizing and distribution of the Resolution; 2) the distribution of posters, flyers, pamphlets, and other applicable Fair Housing information provided by local, state and federal sources, through local media or community contacts; and 3) the publicizing of locations where assistance will be provided to those seeking to file a discrimination complaint.

THE EFFECTIVE DATE of this Resolution shall be October 17, 2017.

NEWBERG CITY COUNCIL MEETING INFORMATION

Meeting Date: October 16, 2017

Prepared by: Sue Ryan

Councilors	Roll Call	Consent Minutes 9/5	Resolution 2017-3418 CDBG Policy				
ANDREWS, Bob, Mayor	X	Yes	Yes				
BACON, Denise	X	Yes	Yes				
COREY, Mike	X	Yes	Yes				
ESSIN, Scott	X	Yes	Yes				
JOHNSON, Patrick	X	Yes	Yes				
McKINNEY, Stephen	X	Yes	Yes				
MURRAY, Matt	X	Yes	Yes				
ROLL CALL VOTES		YES:7 NO: 0	YES: 7 NO: 0				
MOTION (1 st /2 nd):		Bacon/Corey	Corey/Johnson				

Meeting adjourned at 8:34 p.m.

Executive Session OR 192.660 (2) e Real Property
 Start: 8:12 p.m.
 End: 8:34 p.m.
 Staff present: CM Hannan, CA Stone, CDD Rux
 Topic of Discussion: Butler Property potential sale