

Wednesday, 7:00 p.m.

April 18, 1990

MINUTES OF THE
NEWBERG BUDGET COMMITTEE

Newberg Public Library

Newberg, Oregon

The meeting was called to order by Chair Bert Pennock at 7:09 p.m.

ROLL CALL:

Present:

Aaron Corum
Rick Rementeria
Wingert Walker
Bert Pennock

Roger Gano
Donna McCain
C. Eldon McIntosh
Jack Nulsen
Donna Proctor

Absent:

Martin McIntosh
Brian Bessler (arrived at 8:10 p.m.)
Aaron Corum
Harold Dodge
Fred LaBonte
Alan Halstead
Joe Young

Staff Present:

Duane R. Cole, City Manager
Kathy Tri, Finance Director
Terry Mahr, City Attorney
Ellen Cooper, Assistant Finance Director

Others Present:

Elvern Hall, Mayor

MOTION: Gano/Proctor moved to adjourn at 8:30 p.m. Vote on the
Motion: Carried unanimously.

NEW BUSINESS:

REVIEW OF DEPARTMENTAL BUDGETS.

The City Manager began by reviewing the Social Services budget found on pages 57-59 of the budget notebook. He explained that the City has typically given money for Senior Transportation, Senior Meals, Newberg Human Resources Center, and Henderson House. He indicated the proposed amounts are the same as in 1989-90 even though the NHRC asked for \$4,000 more. Mr. Cole indicated that he hopes NHRC finds

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alternative funding in the future because it is not a source typically funded by a City. In addition, the 1990-91 budget includes \$140,000 for the CDBG grant for a homeless shelter. He felt that the Social Services budget is generous in its giving to social services activities. He indicated that Newberg has a long commitment to these organizations; however, the County is involved in supporting these organizations and McMinnville does not directly support them. Mr. Rementeria felt that it was more appropriate for the Park and Recreation District to cover these services since the services are covered in the district area which includes areas outside the City. Perhaps they should have their own taxing authority. Mr McIntosh felt that might be appropriate for transportation.

Mr. Matthew Glei, chair of the Finance Committee for Henderson House presented information to the Committee. Henderson House has an annual budget of approximately \$75,000 of which 10% of the women and children who stay there are from the Newberg area. McMinnville supports Henderson House through a HUD grant that was used to improve a house in McMinnville for the shelter. The residents not only come from all areas of the County, but from other areas in the State as well, for those women and children who need to leave the areas in which they are in. Mr. Gano asked how much McMinnville will chip in after the grant is over. Mr. Glei indicated that he did not know but can only hope that McMinnville will continue a contribution.

Margie Taylor from the Newberg Human Resource Center addressed the concerns of the committee. She explained that the Newberg Human Resource Center was established in 1969 and does a lot of coordination of benefits for indigents. The two biggest areas in which they deal is homelessness and emergency assistance. Their budget equals \$54,000.

Questions were also asked regarding Senior Transportation. Chuck Krugal from the Chehalem Valley Senior Citizens Council indicated that the Senior Transportation receives money from the County levy, Section 18 (Federal money), cigarette tax, Senior Services Agency (supports meal site transportation, United Way and fares.

Mr. Pennock indicated that he would appreciate information on each of these agencies prior to the next Budget Committee meeting.

MOTION: Rementeria/McIntosh moved to present the \$177,831 budget to the City Council. Vote on the Motion: Carried unanimously.

The next budget reviewed was the City Manager's budget found on pages 10-13 in the budget notebook. Mr. Nulsen asked how is the department's budget split among the funds. Staff indicated that one-third is in the General Fund, one-third in the Sewer Fund and one-third in the Water Fund for personal services only. All material expenses for the

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department are in the General Fund. However, if Mr. Cole travels anywhere with regard to a sewer or water matter, the appropriate fund is charged for that expense. Mr. Cole explained that his professional services budget shows an increase and he has included expenses for Department Head retreats which are conducted in Newberg, management assistance for developing a compensation plan and job descriptions, and outside experts.

MOTION: Gano/Rementeria moved to approve the City Manager's budget.
Vote on the Motion: Carried unanimously.

The next budget reviewed was the City Council's budget found on pages 6-9 of the budget notebook.

Ms. Proctor asked why the City Newsletter was included in the Council's budget. Staff responded that they felt that this was a general community newsletter and it was appropriately included in the Council's budget. Mr. Gano indicated that he would like to see the newsletter to be more Council oriented. Mr. Cole responded that he would be glad to do that. Mr. Rementeria questioned the general projects account use of the room tax receipts. Staff reviewed what this money has been spent on. Mr. Nulsen questioned professional services expense of \$2,000. Staff indicated that this was the expense for Council minute preparation by a non-staff person.

MOTION: Proctor moved to remove the National League of Cities travel. Motion failed for lack of second.

Mr. Pennock asked how many Council members go to the National League meeting. Council members responded that approximately two go each year.

MOTION: Gano/Rementeria moved to accept the Council's budget as presented. Vote on the Motion: Ayes - 5; Nays - 3 (Nulsen, Proctor, Pennock). Motion carried.

The Finance Department budget was reviewed next. Ms. Tri explained the staff split between the General, Sewer and Water funds. The major change in this budget is the addition of the annual audit contract which had been budgeted in the General Government/Council budget, and the central services charge. Mr. Pennock asked about financial records.

MOTION: Rementeria/Gano moved to accept the Finance Department budget as presented. Vote on the Motion: Carried unanimously.

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Brian Bessler arrived at 8:10 p.m.

The next budget reviewed was the Municipal Court budget found on pages 14-17 of the budget notebook. Ms. Tri reviewed this budget. The major change in this budget is that the Judge's salary has been moved from personal services to materials and services since the City now contracts with McMinnville for judicial services. Mr. Mahr reviewed the expense for Court appointed attorneys.

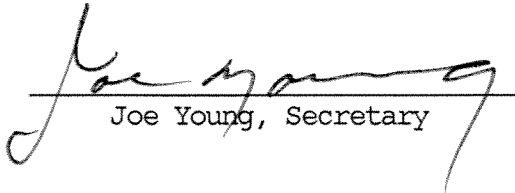
MOTION: Rementeria/McIntosh moved to recommend this budget to the City Council. Vote on the Motion: Carried unanimously.

The last budget review for the evening was the Legal Department's budget found on page 28-31 of the budget notebook. Mr. Mahr explained that the major change in his budget is the inclusion of a compilation project for 1990-91. He explained the importance of keeping the City's ordinances up to date and in compliance with current legal rulings. Mr. Nulsen asked how this budget compared with other jurisdictions. Mr. Mahr indicated how it is comparable but it is difficult to compare jurisdictions due to contracted services and prosecuting services. Mr. Gano asked about Mr. Mahr's salary and miscellaneous expenditure of \$3,000. It was indicated that the salary included in this budget is per the current contract and the \$3,000 is a life policy that is included in Mr. Mahr's contract. It was also indicated that the hospital does reimburse the City for some of Mr. Mahr's time and travel, however, certain trips that Mr. Mahr takes for the hospital are paid for by the hospital.

MOTION: Gano/Rementeria moved to accept the Legal Department's budget. Vote on the Motion: Carried unanimously.

Mr. Pennock stated that he would like to see more Council members present at future Budget Committee meetings.

The committee adjourned at 8:35 p.m.


Joe Young, Secretary