

Thursday, 7:00 p.m.

March 9, 1995

BUDGET COMMITTEE
MINUTES

Wastewater Treatment Plant

Newberg, Oregon

The meeting was called to order at 7:03 p.m. by Budget Committee Chair Dan Wollam.

Members Present:

Dave McMullen	Donna McCain
Robert Weaver	David James
Alan Larkin	Melinda Newland
Bert Pennock	Tracy Pinder
Andrew Poole	Barbara Secor
Robert Soppe	

Staff Present:

Duane R. Cole, City Manager
Terrence D. Mahr, City Attorney
Greg Scoles, Community Development Director
Katherine Tri, Finance Director
Leah Griffith, Library Director
Bob Tardiff, Chief of Police
Michael Sherman, Fire Chief

MINUTES:

The minutes were approved as corrected on a motion of Bert Pennock and seconded by Melinda Newland. Motion carried unanimously by those present.

SURVEYS:

The Committee discussed the two surveys which had been mailed to them prior to the meeting. The surveys include a mail-out survey and a phone survey.

The mail-out survey was discussed and Katherine Tri, Finance Director indicated that the public would be encouraged to return their mailed survey, since by returning it they would be eligible for \$50.00. The \$50.00 check would be awarded to the winner of a drawing at a City Council meeting. More description was suggested under Question #5 and the committee discussed the distribution of the mail-out survey. After discussion, the consensus was that the distribution would be to everyone in the community. This would give a substantial number of people the opportunity to respond to the survey.

The phone survey received substantially more discussion. Question #9 was a subject of quite a bit of comments regarding how people in the City would respond to those outside the City paying to support the City Library. Committee members felt that this question would be easily answered

by the local residents and that possibly there would be a higher value question which could be asked in its place. Question #10 was also discussed by the Committee in some depth. Local residents of the City would not support the formation of a Library District since most likely it would be outside the City limits that the district would be formed. By asking this question, the residents of the community might be confused regarding the City's intent. Leah Griffith, Library Director commented regarding the importance of finding out the answer to this question since it has been a part of the community discussion for many years. After further discussion, it was decided that the Library Director in cooperation with the City Manager would develop alternative questions to #9 and #10. A couple members of the Budget Committee made clear that they were not against asking the questions proposed, but felt that the City residents may not be the appropriate people to respond to these particular questions.

Question A was also the topic of considerable discussion. This question focused on the departments long range plan and the need for additional fire stations. By asking rather or not residents support additional fire stations, it assumes that they have the knowledge to make this decision. After much discussion, it was decided that the questions should be modified to include additional description regarding the need for a time line and cost of additional fire stations. It was further discussed that perhaps this question could be categorized into three different questions as follows:

Do you agree that there is a need for a new fire station?

A question regarding the long range plan.

A question regarding the need to fund an additional fire station or no need to fund an additional fire station.

There was additional discussion regarding an additional question that would have to do with whether the person answering the survey has used the services in question during the past year. Staff indicated that this question would be added to the survey.

Staff indicated that the surveys would be sent back out to the Budget Committee as soon as they were completed.

CITY REVENUE STATUS:

Finance Director Tri reviewed the revenue picture with the City. She indicated that the elastic revenues constitute about 37.7% of the City's General Fund budget. The inelastic revenues are roughly 63.3%. This means that the City's ability to raise additional monies through fees or the other elastic revenues is limited. This suggests the need to diversify the City's revenue base, if the

goal is to produce additional revenues and therefore maintain existing or increase services.

There was a discussion of several different revenues including a business license and business registration fee. It was felt by the Committee that these two options should not be considered during the coming year.

The Planning Department fees were discussed and the fact that they were raised substantially during the prior year. These fees could be reviewed in the future and looked at with the budget package. Raising the fees may not necessarily create additional revenue since the revenue generated is dependent on building activity.

The Library fee was discussed and it was felt that those outside the City should pay their fair share of the Library's costs for using the City Library.

A title search fee was discussed by the Committee. It was felt that this fee could be presented as an option. It is not a substantial money maker at roughly \$7,000 to \$10,000 per year. The Finance Director discussed the Violation Bureau concept and that the Police Department is not issuing as many tickets, this has allowed the Court staff to concentrate on unpaid fines. There was a report regarding the status of the Prosecutor and that he has been wrapping up his case load. There was specific discussion whether the City is charging enough for trials. Possibly a fee should be implemented if you lose or found guilty plus the fines and assessments that would normally be charged. There was also a discussion regarding a limit on resets and a 60-90 day limit on resolving cases. There was further discussion about the Judge and strengthening the court system.

The Committee discussed moving forward with the Planning fees, Library fees, alarm permit fees and title search fee, in some fashion.

There was also a discussion regarding billing for services on false alarms.

ADJOURNMENT:

There being no further discussion, the meeting was adjourned at 8:30 p.m. on a motion by Barbara Secor and seconded by Donna McCain. Motion carried unanimously by those present.


Roger Currier, Secretary