

TUESDAY, 7:00 P.M.

May 17, 2005

BUDGET COMMITTEE MINUTES

PUBLIC SAFETY BUILDING

NEWBERG, OREGON

Members Present:

Bob Stewart, Mayor
Mike Boyes
Bart Rierson
Ernie Amundson

Darlyn Adams
Roger Currier
Sally Dallas

Bob Andrews
Mike McBride
Lon Wall

Absent: Robert Larson and Robert Soppe

Others Present:

Jim Bennett, City Manager
Kathy Tri, City Finance Director
Leah Griffith, Librarian
Barton Bierley, Planning Director

Terry Mahr, City Attorney
Janelle Nordyke, Ass't Finance Director
Michael Sherman, Fire Chief

Absent: Dave Brooks, IT Director, Robert Tardiff, Police Chief and Dan Danicic, Public Works Director

1. Call to Order

Chairman Sally Dallas called the meeting to order at 7:03 PM.

2. Roll Call

Roll call was noted by Kathy Tri.

3. Public Works-Dan Danicic and Russ Thomas

Mr. Danicic read from his report that was provided to the members and is available for public review. He stated that the Public Works Department had been re-organized into the following: Engineering Division, Operations Division and Maintenance Division.

Transportation

Mr. Danicic stated that the Capital Improvement Projects (CIP) increased the road maintenance budget to allow for 10 blocks of overlay. He noted that sidewalk needs will be prioritized with public input.

Mr. Bennett stated that the TGM Grant was approved by City Council to identify the ADA facilities, which were to:

- Redesign and construction within 2 years the Main Street Improvement Project.
- Design work for the realignment connecting Mountainview curve with Springbrook Rd.

Mr. Danicic stated that a public meeting would be held Tuesday, May 24, 2005 at the Public Safety Building.

Wastewater

Mr. Danicic stated that the Sanitary Sewer Collection System Master Plan was last updated in 1985 and that it is time to update the computer modeling of the pipe system to conduct analysis of 9 pump stations, and to review existing deficiencies and future developments for CIP's.

Mr. Danicic stated that they were seeking property to expand the Wastewater Treatment Plant and believed that a pretreatment program of the overall system would be beneficial to the City. He also noted that DEQ requires cities to have a pretreatment plan in place.

Water

Mr. Danicic stated that the river crossing project is in the pre-design stage to run a 30' pipe approximately 2,500 feet under the Willamette River. The Water Treatment Plant expansion and Well number 8 were scheduled for completion by June 2006. He also noted that the bridge would need to be painted to bring it up to code.

Storm Water

Mr. Danicic stated that storm water improvements were scheduled for Hadley Road, 9th Street, Charles Street and South College Street. It was verified that the design work for the projects would be completed in-house.

Challenges for the Future

Mr. Danicic was pleased to state that the City was in compliance with DEQ regarding the Willamette River TMDL's for wastewater discharge limitations (temperature to the river and mixing zones).

It was noted that within sections of the City, the water and sewer pipes and road infrastructure were meeting the design life and therefore, the City would need to begin budgeting for future maintenance and replacements.

Other

Mr. Danicic invited the members to the Public Works story time and equipment display scheduled at the Library May 18, 2005 and a Friday Greeters on May 20, 2005 demonstrating water tapping at the maintenance shop.

Questions

It was asked if the repair work at Springbrook Rd from Hwy 99W to Crestview was the only one scheduled for overlaying. Mr. Danicic stated that the section took highest priority and if funds were available after the project, they would then consider other sections throughout the City. Ms. Tri verified the project would be funded by gas tax revenues.

It was asked if the unpaved streets were planned for pavement. Mr. Danicic stated that discussion had been held to charge a Transportation Facility fee to build a fund for improvements in the future.

5. Administration-City Council, City Manager and Legal-James Bennett, City Manager and Terrance Mahr, City Attorney.

City Council and City Manager

Mr. Bennett stated that the most significant increase was due to the department fully funding the Deputy City Recorder position. He noted that the CERT program at this time would not be funded by grants; however the City now has approximately 50 certified trained responders for disasters.

Legal

Mr. Mahr stated that the most significant increase was for a new computer to maintain efficiency. He noted that the Paralegal/Elections Officer was working towards a bachelor degree of science in business management to assist with the City's insurance, risk management and elections projects among other workload. He stated that the future goals for the department were to have adequately trained staffing with advancement opportunities.

Recommendation:

Budget Committee members to approve the following:

- 2005-2006 budget in the amount of \$59,482,408.
- Levy property tax at \$4.3827 per \$1,000 assessed value
- Debt Service property tax levy at \$472,526.

The 2005-2006 budget total included the following adjustments.

Fire Department to open Station 21	\$158,000
Correction of Dundee Contract Costs	\$ 15,800
Fire EMS Capital	\$ 38,500
Finance Department Salaries	\$126,380
Adjustment to City Attorney Salary and Rollups	\$ 2,006
Adjustment to Sewer Capital Outlay	\$164,833
Adjustment to Water Capital Outlay	\$ 75,000

Mr. Bennett reminded members that State law requires seven members to vote affirmatively in order to approve the budget and property tax levy before it goes to City Council for final adoption.

MOTION: It was moved and seconded to accept the memo to approve the 2005-2006 budget, levy property tax of \$4.3827 per \$1,000 assessed value, levy \$472,526 for Debt Services and adjustments as indicated.

Discussion was held regarding adequate staffing and funding for the Fire Department and Library.

Mr. Andrews called for the question.

MOTION: Passed unanimously.

6. Adjourn:

MOTION: It was moved and seconded to adjourn the meeting at 8:40 PM. Passed unanimously.