

THURSDAY, 7:00 P.M.

Date May 4, 2006

BUDGET COMMITTEE MINUTES

FIRE STATION 21

NEWBERG, OREGON

Members Present:

Mike Boyes
Lon Wall
Jack Reardon

Bart Rierson
Ernie Amundson
Darlyn Adams

Sally Dallas
Dawn Nelson

Absent: Bob Stewart, Mayor, Robert Larson, Robert Soppe, Bob Andrews and Roger Currier

Others Present:

Jim Bennett, City Manager
Kathy Tri, City Finance Director
Dave Brooks, IT Director
Terry Mahr, City Attorney
Robert Tardiff, Police Chief
Russ Thomas, Public Works Div.

Dan Danicic, Public Works Director
Janelle Nordyke, Ass't Finance Director
Leah Griffith, Librarian
Barton Brierley, Planning Director
Howard Hamilton, Operations Div

Absent: Michael Sherman, Fire Chief, Terry Mahr, City Attorney

1. Call to Order

Chairman Sally Dallas called the meeting to order at 7:05 PM.

2. Roll Call

Roll call was noted by Kathy Tri.

Memorandum from Bob Tardiff dated 05/03/06 "Response to Presentation Questions and Comments" was provided to the members and is available for public review.

3. Your Community Mediators of Yamhill County presented by John Francis

Handout material was provided to the members and available for public review.

Mr. Francis informed the members of the services they provide and stated that 38 out of 100 mediations handled were from Newberg. He stated that the organization recently lost their largest community-housing supporter and is asking for the city's support for a donation of \$3,000. Mr. Bennett informed the members that he recently received a letter from John Bridges Attorney at Law in Newberg asking the members to give serious consideration of the request.

Mr. Rierson recommend the City Attorney be present to explain how mediations are beneficial to the city. It was also requested that Your Community Mediators provide a copy of their budget to support their request.

Questions

It was asked what the difference was between mediation and arbitration. Mr. Francis stated that decisions are made with arbitrations and no decisions are made with mediators.

Ms. Tri asked where they receive their funding sources. It was noted they receive ½ of their funding from the State through small claims fee processed, ¼ of the funding is received from cities, county and donations and remainder is received from manufacture dwellings, which is minimal.

4. Library presented by Leah Griffith

Copies of the power point presentation were provided to the members and available for public review.

Questions

Discussion was held regarding the use and monitoring of the library computers. Ms. Griffith stated that they are stationed in work areas to be monitored however. It was asked if computer records could be retrieved with a court order since the location is on public property. Mr. Brooks stated that the computer would need to be seized.

It was asked for clarification of the Capital Outlay fund. Ms. Griffith stated that it was a gift fund that will not expended unless funding is there to off set it.

- **Planning and Building Inspection presented by Barton Brierly**

Copies of the power point presentation were provided to the members and available for public review.

Questions

It was asked if the growth of building would remain the same in upcoming years. Mr. Brierly did not foresee building to slow down. He stated that the revenues in this fund exceed expenditures and supports the General Fund and supported by a community development fee. Mr. Brierly noted that the building permits were to increase to help balance the General Fund and pay for needed improvements.

It was verified that the Building and Planning Funds were separate and that the Building Fund was a dedicated fund and not part of the General Fund.

Mr. Wall expressed his appreciation to Mr. Brierly on how he runs his departments successfully.

- **Public Works presented by Dan Danicic**

Copies of the power point presentation were provided to the members and available for public review.

Questions

It was asked how the reuse program (irrigation) was being utilized. Mr. Danicic stated that the water is by DEQ's standards and currently only being used at the golf course.

It was verified that the public works staff conducts a citywide water line flushing once per year.

It was asked why certain areas in town had new street signs. Mr. Thomas stated that ODOT failed to maintain them therefore ODOT replaced them with larger font size.

It was asked why printing and advertising expenses increase. Mr. Danicic stated that the city is required to mail out an annual water quality report. He noted that the department would like to expand the mailing by providing water conservation documents and other vital information to better inform the customers.

It was asked why lease payments increased. Mr. Hamilton stated that in past budgets, a 5 year lease was taken out of vehicle expenses. The city wishes to continue to lease the equipment therefore moved the funds to the appropriate line item.

It was verified that the travel and training expenses were due to training regulations they must follow for new and current employees.

5. Adjourn

MOTION: It was moved and seconded to adjourn the meeting at 8:55 PM Passed unanimously.
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Next Meeting: **Tuesday, May 9, 2006**
 7:00 PM
 Public Safety Building

Topic: **Capital Projects**
 Administration
 Legal
 Budget Approval