

NEWBERG BUDGET COMMITTEE MINUTES
APRIL 7, 2015, 6:00 PM
PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

WELCOME

Chair Lon Wall called the meeting to order at 6:00 p.m.

Budget Committee members introduced themselves. Finance Director Matt Zook gave a presentation on the budget process. Each member confirmed they were eligible to serve on the Committee.

CONFIRMATION OF MEMBERS

Members Present:	Mike Corey	Patrick Johnson	Beth Koschmann
	Megan Morris	Anthony Pete	Stephen McKinney
	Lon Wall	Bob Andrews	Tony Rourke
	Scott Essin		Lesley Woodruff
	Denise Bacon		

Staff Present:	Jacque Betz, City Manager	Matt Zook, Finance Director
	Sue Ryan, City Recorder	Truman Stone, City Attorney
	Mary Newell, Support Services 9-1-1	

ELECTION OF CHAIR AND VICE-CHAIR

MOTION: Andrews/Johnson nominated Lon Wall as Chair Budget Committee for 2015. Motion carried (12 Yes/ 0 No).

MOTION: Morris/Essin nominated Patrick Johnson as Vice-Chair Budget Committee for 2015. Motion carried (12 Yes/ 0 No).

ROLE OF COMMITTEE AND REVIEW OF BUDGET PROCESS

FD Zook said all questions would be directed to the Chair. He asked how questions outside of the meeting should be directed to the Chair, which was different from previous practices.

City Manager Jacque Betz said the intent was to make sure that there was not one or two members constantly contacting staff. If they were channeled to one person and given to staff to answer, staff would send it back to everyone with the answers.

Chair Wall was willing to try it and questions could be emailed to him.

FD Zook gave a presentation on budget law and the committee's role (Exhibit A). The Budget Committee must have at least one meeting and each meeting must have a quorum, which would be eight members of the Committee. Motions must be approved by a minimum of eight. The Budget Committee could not mandate changes to personnel, employee contracts, or salary levels. The Budget Committee could add or delete funding for specific services. Public meeting laws would apply to the Committee meetings. At the end of the process, the Committee approved the budget and referred it to the Council who adopted the budget and staff implemented it. He then explained the structure of the budget, budget resources, categories, additional financial information, and budget calendar.

CM Betz said each department would have a budget narrative instead of giving presentations.

STATE SHARED REVENUES (COMMUNITY SUPPORT PROCESS)

FD Zook explained the process for state revenue sharing. CM Betz said historically the Committee allocated a portion of state shared revenues to community support. There was \$40,000 in community support in the proposed budget. The City had already received proposals for the funding, and she asked if the Committee would like to handle the proposals or have the City Council decide how to allocate the money.

There was discussion regarding what to do with the proposals, the pros and cons of having the Council decide, what state revenue sharing could be used for, and how the money was used last year.

Committee member Jack Reardon arrived late at 6:50 p.m.

Chair Wall thought the Budget Committee should make the decision for the community support process.

Councilor Rourke wanted to hear from the citizen Budget Committee members what their opinion was about the process. They spent a lot of time on it last year, but he thought they should weigh in on the decision.

MOTION: McKinney/Bacon moved that the entire Budget Committee be involved in the process for how the community support funds were delegated. Motion carried (13 Yes/ 0 No).

BUDGET MATERIALS AND NEXT STEPS

There was a poll taken of the Committee members as to how they wished to receive the budget packets. Each member gave their preference for an electronic or hard copy.

Chair Wall discussed how there might be concerns about things being different than how they were done in the past. He encouraged everyone not to panic and see how things worked out. He also encouraged the Committee to ask questions when needed.

There was discussion regarding what to expect at the upcoming meetings.

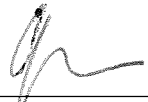
ADJOURNMENT: The meeting was adjourned at 7:22 p.m.

ADOPTED by the Newberg Budget Committee this 26th day of April, 2016.



Sue Ryan, City Recorder

ATTESTED by the Budget Committee Chair this 26th day of April, 2016.



Lon Wall, Budget Committee Chair