

NEWBERG CITY COUNCIL MINUTES
JUNE 1, 2015, 7:00 PM
PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

A work session was held at 6:00 p.m. preceding the meeting. Present were Mayor Bob Andrews, Councilors Lesley Woodruff, Stephen McKinney, Scott Essin, Denise Bacon, Mike Corey, and Tony Rourke. Also present were City Manager Jacque Betz, City Recorder Sue Ryan, City Attorney Truman Stone, Library Director Leah Griffith, Public Works Director Jay Harris, Community Development Director Doug Rux, Police Chief Brian Casey, Fire Chief Les Hallman, Finance Director Matt Zook, and Information Technology Director Dave Brooks.

Department Head Directors gave their quarterly reports. PC Casey reported on the status of the department's K-9 unit, new employees and the Citizen Police Academy. The Tip a Cop fundraiser for Special Olympics was able to raise \$3,000. Last Saturday they held an Open House which was well attended. There was discussion regarding gang activity and graffiti.

PWSD Harris reported on Villa Road project work, the Wastewater Treatment Plant Open House and summer projects including paving. Staff designed Well #9 and staff would go out to bid in the fall and have the well in production next spring. There was discussion on Villa Road and the wellfields.

LD Griffith reported on the Summer Reading Program, Summer Nights, strategic planning and issues with the new library computer system. The title company would be removing a cedar tree during a remodeling project next to the library. Tunes on Tuesday activity involved the construction of a stage and management of parking in the area during events. The Stop, Drop and Read event happened last Tuesday. There was discussion on looking into showing movies outside during the summer and the policy for removing and replacing trees.

FD Zook reported on the budget, which the Council would vote on during the business session. The General Fund would be living within its means, and the expenditures for the first time in over eight years were being budgeted within the anticipated revenues. Bond sales for the City's debt refinancing was June 29. Other projects in Finance included improving customer service, an upcoming audit in October and the filling of a vacant staff position in July.

CDD Rux reported on recent projects including a Comprehensive Plan zone change, several design reviews, Transportation System Plan, withdrawal of the UGB mediation with DLCD, medical marijuana facility, annexation application, TGM grant for downtown, design standards, utilizing street parking spaces for outdoor seating opportunities, and general development project work. He had also been working on the America's Best Communities Grant and Economic Development Task Force meetings

ITD Brooks said the new City website had been up for six months and more people were using it. A new bids and RFP module was being added to the website for Public Works. The internal website for employee use was going to be upgraded. Three FBI security audits were coming up. He was also working on a network expansion project at the Operations site. Service calls had increased but the after hour calls had gone down.

FC Hallman said as of May 31 they had received 2,068 calls which was a 12% increase over last year. There was an opening for a lieutenant and four internal candidates applied. A recommendation would be forwarded to the City Manager soon. The Volunteer Association's monthly business meeting would be held on June 15 where four new members of the Association would be sworn in. All nine current probationary volunteer fire fighters passed their basic fire fighting program.

CALL MEETING TO ORDER

The Mayor called the meeting to order at 7:00 p.m.

ROLL CALL

Members Present:	Mayor Bob Andrews Lesley Woodruff Tony Rourke	Scott Essin Denise Bacon	Stephen McKinney Mike Corey
Staff Present:	Jacque Betz, City Manager Sue Ryan, City Recorder Leah Griffith, Library Director Brian Casey, Police Chief Matt Zook, Finance Director	Truman Stone, City Attorney Jay Harris, Public Works Director Doug Rux, Community Development Director Les Hallman, Fire Chief Dave Brooks, Information Technology Director	

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was performed.

PRESENTATIONS: Library Board and Student Commissioners: Mayor Andrews announced the proposed Library Board appointments.

MOTION: Bacon/McKinney moved to approve the appointments of Crystal Garcia to Position #1 (July 1, 2015 to June 30, 2019) and Kerrie Allen to Position #5 (July 1, 2015 to June 30, 2019). Motion carried (7 Yes/0 No).

Mayor Andrews thanked Ms. Allen for attending the meeting and applying for the volunteer position on the Library Board. He then announced the proposed Student Commissioner appointments.

MOTION: Woodruff/Rourke moved to approve the appointments of Luis Saavedra as Student Commissioner to the Planning Commission for a term of June 1, 2015 to May 31, 2016 and Isamar Ramirez as Student Commissioner to the Historic Preservation Commission for a term of June 1, 2015 to May 31, 2016. Motion carried (7 Yes/0 No).

CITY MANAGER'S REPORT: CM Betz appreciated the management team and was proud of the communication and relationship staff had with each other. She confirmed attendance for the June 18 Local Government Dinner.

PUBLIC COMMENTS: None.

CONSENT CALENDAR:

MOTION: Bacon/Woodruff moved to adopt the Consent Calendar, including the May 18, 2015, meeting minutes. Motion carried (7 Yes/ 0 No).

PUBLIC HEARINGS:

State Shared Revenue funds and adoption of Resolutions 2015-3194 and 2015-3200: Mayor Andrews opened the public hearing. He asked if the Council had any abstentions or conflicts of interest to declare. There were none.

FD Zook presented the staff report. He said there were two resolutions related to accepting State shared revenue. A public hearing on the uses of the revenue was held at a Budget Committee meeting and another public hearing was being held that night to give the public another chance to comment on the proposed uses. One of the resolutions was new to the City this year due to Yamhill achieving a distinguished honor of having 100,000 residents in the County. The City was now required to attest to the services it offered. He explained how much the City would receive in revenues. One resolution would verify they wanted to receive state shared revenues and the other resolution specified the services that the City provided to citizens.

Mayor Andrews called for citizen testimony. There was none. Mayor Andrews closed the citizen testimony portion of the hearing.

Mayor Andrews asked for recommendations from staff. FD Zook said staff recommended approval of the resolutions.

MOTION: Rourke/Woodruff moved to adopt Resolution 2015-3194, A Resolution declaring the City of Newberg's election to receive revenues through the State Revenue Sharing program. Motion carried (7 Yes/ 0 No).

MOTION: Rourke/McKinney moved to adopt Resolution 2015-3200, A Resolution certifying the provision of municipal services by the City of Newberg for the purposes of participation in the State Revenue Sharing program. Motion carried (7 Yes/ 0 No).

Budget for FY 2015-2016 and adoption of Resolution 2015-3195:

Mayor Andrews opened the public hearing and called for any declaration of conflicts of interest or abstentions. There were none.

FD Zook gave the staff report. He said the Budget Committee met twice this year to deliberate on the proposed budget. One modification was made, a reduction of \$40,000 in the Community Support Fund. The money was moved to General Fund Contingency. The budget equaled \$88,164,730, the property tax rate remained at 4.3827 per \$1,000 of assessed value, and the levy for general obligation bonds also remained at \$425,000. This was a balanced budget.

There was discussion regarding the tax rate and adding back in an Assistant City Manager position.

Mayor Andrews called for citizen testimony. There was none. Mayor Andrews closed the citizen testimony portion of the hearing. Mayor Andrews asked for recommendations from staff. FD Zook said staff recommended adoption of the resolution.

Council deliberation: Councilor Rourke asked if it was normal not to have citizen input on the budget. Mayor Andrews said in his experience, it was normal.

MOTION: McKinney/Rourke moved to adopt Resolution 2015-3195, A Resolution adopting the City of Newberg, Oregon budget for the 2015-2016 fiscal year, making appropriations, imposing the tax, and categorizing the tax. Motion carried (7 Yes/ 0 No).

Supplemental Budget #2 for FY 2014-2015 and adoption of Resolution 2015-3193:

Mayor Andrews opened the public hearing and called for any declaration of conflicts of interest or abstentions. There were none.

FD Zook delivered the staff report. He said there were three reasons for the supplemental budget. One was additional operational costs. Another was increases in the budget that were offset by revenue due to insurance reimbursements and awarding of a grant. The last reason was to allow for the costs to refinance the City's outstanding debt. With the refinancing, the City would save \$800,000 to \$850,000.

Councilor Essin asked why there was no budget message.

CM Betz said this was a supplemental budget to the current budget. Typically the budget message was presented to the Budget Committee and included in the budget document but not brought before the Council again in the staff report.

Councilor McKinney said this budget was remarkably different because it was the first time in a long time the budget was balanced and they were not dipping into savings.

Mayor Andrews called for citizen testimony. There was none. Mayor Andrews closed the citizen testimony portion of the hearing. Mayor Andrews asked for recommendations from staff. FD Zook recommended approval of the resolution.

MOTION: Rourke/McKinney moved to approve Resolution 2015-3193, A Resolution to adopt Supplemental Budget # 2 for Fiscal Year 2014-2015 beginning July 1, 2014, and ending June 30, 2015. Motion carried (7 Yes/ 0 No).

COUNCIL BUSINESS:

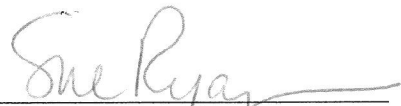
Mayor Andrews would give the roving gavel to Councilor Woodruff for the creation of the Transient Lodging Tax Fund at a future meeting. There was consensus to cancel the August 3, 2015 City Council meeting. Mayor Andrews announced on June 5 the Council and staff would take a tour of the bypass.

Councilor Woodruff invited the community to upcoming performances of the Newberg Community Band on Sunday, July 26, 2015 at the Old Fashioned Festival at 1:00 and 2:00 p.m. and on July 30, 2015 at 7:00 p.m. at George Fox University.

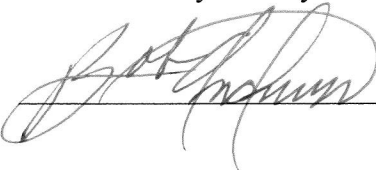
Councilor Bacon asked what the process was for groups that wanted a proclamation done. If there was not a process, she thought they could establish a process. CA Stone read the portion of the Council Rules that dealt with proclamations. Those organizations who wanted a proclamation could request one from the City.

ADJOURNMENT: The meeting was adjourned at 7:55 p.m.

ADOPTED by the Newberg City Council this 15th day of June, 2015.


Sue Ryan, City Recorder

ATTESTED by the Mayor this 25th day of June, 2015.


Bob Andrews, Mayor