

NEWBERG CITY COUNCIL MINUTES
REGULAR SESSION
October 1st, 2018, 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 Andrews, Councilors Patrick Johnson, Scott Essin, Mike Corey, Elise Yarnell Hollamon, and Stephen McKinney. Councilor Denise Bacon was absent. Staff present were City Manager Joe Hannan, City Attorney Truman Stone, City Recorder Sue Ryan, Community Development Director Doug Rux, Finance Director Matt Zook, Support Services Manager Mary Newell, and Police Chief Brian Casey.

Long Range Financial Plan discussion: City Manager Hannan said this was a follow up to a meeting in August on the budget deficit. The City asked Washington County Consolidated Communications Agency (WCCCA) to research the cost if they took over the City's 911 dispatch center. That analysis was in progress. There was a debate regarding the pros and cons of adding an agency that was outside of Washington County. The radio upgrade was \$3.1 million. The City would make the first of 10 payments of \$372,000 in this fiscal year. The last payment would be in 2028. There was discussion on the costs of the WCCCA radio project.

Finance Director Zook said in September there was a budget update that showed the City ended the fiscal year more favorably than anticipated. The ending fund balance was \$4.2 million - about \$600,000 more than expected. The ending fund balance for 2019 would be higher as well. He was working with the County Assessor's office regarding anticipated property taxes. He reviewed one time and ongoing revenues: the Animal Shelter sale, Butler property sale, and sale of surplus fire equipment. He discussed revenues from a possible new hotel. CM Hannan explained a possible increase in the Waste Management franchise. The goal was to close the \$1.4 million structural deficit. FD Zook explained the most current numbers and the increasing structural deficit. CM Hannan discussed the proposal to increase property taxes through a levy or to increase the Public Safety Fee. He explained the timeline and public input. There was discussion on the levy, Public Safety Fee increase, consulting citizens, and the timelines for public input. There was discussion on educating the new Council about this topic, and revisiting the issue in December.

CALL MEETING TO ORDER

Mayor Andrews called the business session to order at 7:20 p.m.

ROLL CALL

Members Present:	Mayor Bob Andrews	Stephen McKinney	Mike Corey
	Patrick Johnson	Scott Essin	
	Elise Yarnell Hollamon		

Members Absent: Denise Bacon

Staff Present:	Joe Hannan, City Manager	Truman Stone, City Attorney
	Sue Ryan, City Recorder	Brian Casey, Police Chief
	Doug Rux, Community Development Director	

DISTRICT 1 OATH OF OFFICE: City Recorder Ryan conducted the swearing in for Councilor Yarnell Hollamon.

PRESENTATIONS: The Council recognized the volunteers from George Fox University and Noon Rotary Club for their work on creating a downtown mural. Mayor Andrews announced at the League of Oregon Cities Conference the City was awarded a Silver Safety Award. He also congratulated CR Ryan for being named the City Recorder of the Year from the Oregon Association of Municipal Recordors.

CITY MANAGER'S REPORT: City Manager Hannan reported on his activities including attending the League of Oregon Cities Conference, discussing the conversion of the Champoege Bridge to a pedestrian walkway, discussing with Veterans Affairs on veteran housing and services, discussing with Representative Bonamicci's staff regarding veterans, and Senator Wyden's staff regarding the West Rock development, attending conference sessions on Urban Renewal and homelessness, continuing work on the creation of a veterans clinic, interviewing for the KYLC web radio project, and presenting an engineering analysis on potential sites for a downtown transit center.

PUBLIC COMMENTS: Dave Adams, KYLC Radio, explained the changes that were being made at KYLC to focus on local issues. There was currently a survey regarding the City budget deficit and the results would be given to the City.

Brandon Smith, Salem resident, presented a donation of care bags to the Newberg Dundee Police Department for the 4 KIDS project which helped kids in difficult situations on behalf of the Willamette Valley Victory Riders Club. He introduced the other members of the club who were in attendance.

CONTINUED BUSINESS: Resolution 2018-3500, Building permit fee waiver. CDD Rux said this proposal was to waive building permit fees for a hobby shop project. These types of requests had to come before the Council. The fiscal impact would be \$692.96 in building fees. There was a state surcharge fee that could not be waived. A similar waiver was approved for the Cultural Center in the past, but the Council had directed the Economic Development Fund to make up the lost revenues in the Building Fund. He clarified this would be a hobby shop in a garage and would not be a retail location.

Kent Roberts, applicant, said he was a disabled veteran and was looking for a place to fix cars and build things. He did not have the extra to pay these fees and if he had to pay them he could not do the project. He planned to tear down an existing garage that was falling apart and put up a new garage.

Rick Rogers, Newberg resident, thought when someone presented a hardship, there should be a mechanism to reduce fees, especially for property improvement. He encouraged the City to create a hardship waiver.

There was discussion on what to do if there were neighbor concerns and whether or not this would set a precedent. There was further discussion on the amount to be waived and possible installment payments.

MOTION: Andrews/Essin moved to approve Resolution 2018-3500, a waiver of building permit fees at 915 Chehalem Drive in the amount of \$692.96 and the state surcharge of \$44.94 would still be paid. Motion passed (5 Yes/1 No [Johnson]/1 absent [Bacon]).

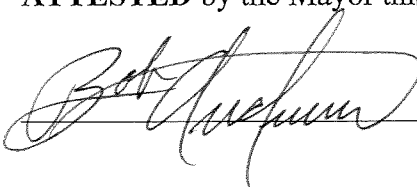
COUNCIL BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 8:15 p.m.

ADOPTED by the Newberg City Council this day of November 5th, 2018.


Sue Ryan, City Recorder

ATTESTED by the Mayor this 8th day of November, 2018.


Bob Andrews, Mayor