

Minutes for Finance Committee

Monday, June 30, 1997

Newberg Public Library

Members Present: Chuck Cox
 Lisa Thomas
 Fred Howe
 Bert Pennock
 Tim Codiga

Others Present: Donna Proctor, Mayor
 Duane Cole, City Manager
 Kathy Tri, Finance Director

Chair Cox called the committee to order at 7:00 p.m.

MINUTES: The Minutes of the May 27, 1997 meeting were reviewed. Motion Pennock/Codiga moved to approve the minutes. Passed by those present.

NEW BUSINESS:

REVIEW OF LID BROCHURE: Kathy Tri presented a draft of a brochure outlining the LID process. Lisa Thomas made several suggestions: add a section on waiver of remonstrance, clarify who can form a district and add graphics. Kathy Tri showed the committee a LID brochure from Spokane; everyone like the graphics on this brochure. Chuck Cox suggested a clarifying statement about rights and obligations when property is assumed.

COMMERCIAL SEWER ACCOUNTS: Kathy Tri brought the committee up to date on the review of "Commercial 2" accounts--commercial accounts with added strength charges, primarily restaurants. She explained that one of the local restaurants had questioned their charges. After the staff reviewed all the restaurant accounts, their charges and their facilities, it was discovered that there were a number of restaurant accounts which have been overcharged and a number which have been undercharged. The City will be refunding overcharges since the last rate increase (1992) and adjusting the rates for the undercharged customers. The revenue impact to the Sewer Fund is neutral. A letter has been sent to each restaurant explaining the situation. She explained that this situation also brought raised communication concerns between Community Development and Finance. A process to deal with restaurants will be established so that in the future these issues do not happen.

WATER CONSERVATION PROGRAM: Kathy Tri explained that the City has been involved with the Columbia-Willamette Water Conservation Program for a number of years. This is primarily a group of water utilities, lead by the City of Portland. She has attended two recent conferences on setting up a water conservation program and included a paper in the agenda packet that discussed setting up a program, problems and concerns. She explained that in the

near future, the City may wish to consider having someone on board who is dedicated to water conservation. This person could be part of a shared program with other water purveyors or an employee. Lisa Thomas asked about adding messages onto the water bill. Several other suggestions were made by committee members.

MONTHLY REPORT: Kathy Tri presented the monthly report. Fred Howe asked about sidewalks on 9th Street before school starts.

MONTHLY TRANSACTIONS: There were no questions about monthly transactions.

ADJOURNMENT: The committee moved to adjourn at 7:35 p.m.