

MINUTES FOR THE NEWBERG FINANCE COMMITTEE

April 25, 2000

Newberg Public Safety Building

Members Present: Donna McCain Robert Larson
Lisa Helikson Rebecka Radcliffe

Others Present: Kathy Tri, Finance Director
Debbie Smith Wagar, Assistant Finance Director
Duane Cole, City Manager

Chair Radcliffe called the meeting to order at 7:00 p.m..

APPROVAL OF MINUTES: Helikson/Larson moved to approve the minutes of the January 31, 2000 meeting. Passed by those present.

NEW BUSINESS:

Supplemental Budget #2: Kathy Tri discussed the two items in the supplemental budget. The first is to establish a new fund for the animal shelter and the second is a transfer in the Street Fund to cover street capital project cost over-runs. She indicated that all departments are doing well with their budget and no transfers for additional funds have been requested. However, staff will closely watch the next two months.

MOTION: Larson/McCain moved to recommend to the City Council that it adopt Supplemental Budget #2 as presented. **Passed.**

Purchasing Ordinance Provisions: Kathy Tri passed out a packet of information on public purchasing. She indicated that the 1999 Legislature made some amendments to the public contracting laws. Terry Mahr is concerned that the City's existing ordinance is not in compliance with the new statutes. She reviewed the suggested changes to the ordinance, primarily increasing the purchase limits and clarifying when the City must follow the AG's public contracting rules. She indicated that staff still needs to review the revised ordinance and additional changes might be made.

Committee members and staff recommended slight changes in the proposed wording.

MOTION: Larson/McCain moved to recommend to the City Council changes to the public contracting ordinance. **Passed.**

Quarterly Report: The staff presented a quarterly report. Questions were asked about various funds. Staff pointed out that in some funds, such as the Street Fund and EMS Fund, there are 8 months of revenues and 9 months of expenditures. Questions were also asked about various

capital project expenditures. Staff pointed out the high number of door hangers and turn offs for the month of March. However, April numbers were down significantly. Finally, the staff indicated that there have been no EDRLF loans this fiscal year and everyone is current. The committee members stated that they were pleased to have a quarterly report. Duane Cole reported that the Council will be receiving the report at next Monday's council meeting.

ADJOURNMENT: The committee moved to adjourn at 7:55 p.m.

The next meeting was set at July 25, 2000.

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