

MINUTES FOR THE NEWBERG FINANCE COMMITTEE

January 29, 2002

Newberg Public Safety Building

Members Present: Rebecca Ratcliffe Lisa Helikson Donna McCain
Bob Larson
Members Absent: None
Staff Present: Kathy Tri, Finance Director
Elaina Canutt, Assistant Finance Director

The meeting came to order at 7:15 p.m.

Minutes: Larson/Ratcliffe moved to approve the October 23, 2001 minutes. Passed by those present.

NEW BUSINESS:

Review of 2000-01 Actuarial Report from Milliman USA: Kathy Tri reviewed the actuarial report. She noted two major changes. The first one dealt with investment earnings. As with everyone, the plan lost money in 2000-01. The actuarial report valued assets from market value to a five-year smoothed value in the hopes that market conditions will improve. The second change was reducing the actuarial funding period from 30 years to 29 years with the goal being 20 years. She noted that O-PERS has made similar moves. Committee members reviewed various issues, including merging the two plans.

Public Contracts Limits: Kathy Tri explained that the Community Development Department has created a list of possible contractors. Currently, a number of contractors are being used to perform rate studies. These contracts tend to cost the maximum allowed under the public contracting ordinance limit of \$25,000. She noted that in some cases the contractors cannot attend all the needed meetings due to the cost limits. She added that a couple of years ago the Finance Committee recommended to the City Council to increase the limit to \$50,000. The City Council denied that request. The City Council has asked the Finance Committee to revisit the issue. Ms. Tri recommended increasing the limit to \$35,000. Committee members asked if that dollar amount was sufficient to take care of the problems staff is experiencing. They also expressed concern that the limit not be too high due to budget constraints.

Larson/Ratcliffe moved to increase the public contracting limits from \$25,000 to \$35,000. Passed by those present.

GASB 34: Elaina Canutt reviewed program revenues required by GASB 34. Committee members reviewed a list of revenues by department and a proposed Statement of Activities which will become a new page in the 2002-03 annual financial statements. Ms. Canutt said this will provide a more complete view of the City's finances and will relate expenses to resources.

Committee members liked the new format. Ms. Tri stated that she will try to include a similar format in the budget document for 2002-03.

Quarterly Report: Kathy Tri presented the second quarterly report. She discussed late notices for utility customers, EMS patients billed, General Fund budgets, cash, and capital projects.

ADJOURNMENT: The committee adjourned at 8:30 p.m.

The next meeting was set at April 29, 2002.

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