

FINANCE COMMITTEE MEETING
December 12, 1979

Present:

Fred LaBonte	Mayor Hall
Maurice Chandler	M. C. Gilbert
Robert Hurford	

2 - Graphic Reporters
1 - Capital Journal Reporter

1. Request of Chehalem Park and Recreation District for \$50,000 to purchase Reed property at 1202 N. Main Street and/or \$7,000 to \$8,000 for development of College Park recreation area was discussed.

Mr. Chandler suggested a future formula of taxing effort ratio city vs. CP & R for distribution of public land money, Hurford-Chandler motion to recommend to disburse to the Chehalem Park and Recreation district a portion of public land monies received after January 1, 1980 on latest three year tax ratio of City versus CP & R tax rates and provide that the funds must be spent on City parks and CP & R district provide equal matching funds. Hurford-Chandler motion to recommend the CP & R district go to the people for a tax levy or bond issue to finance purchase and improvements of land area adjacent to Jaquith Park (Reed property).

Sale of water and hospital bonds briefly discussed - No recommendation until further advise of hospital status on "Certificate of Need."

City Administrator advised requirements required by law to cover Police and Fire with retirement benefits equal to PERS. Discussed present plan carried by Banker's Life Co. and costs vs. State PERS plan.

EXECUTIVE SESSION

Chandler-Hurford motion to go into executive session. Carried.

Administrator read the salary and benefit requests for all City employees for the coming fiscal year 1980-1981. Suggested no committee action at this time until effect of future retirement program is determined. Effect of retirement costs on hospital also discussed.

Executive session closed.

Now present: Don Elsom, Terry Mahr, and Jack McCarthy of Marshall and Meyer.

Further discussion on sale of Hospital and Water bonds.

Mr. McCarthy stated that sale of hospital bonds before Certificate of Need is approved could affect the bonding attorneys opinion.

Also that interest rates have declined slightly but projection over next few months very uncertain.

Will take approximately 2 months to put bond sale on market and sell. No action - no recommendation until after hospital meeting on Certificate of Need.

	<u>CITY</u>	<u>CP & R</u>
1977-1978	5.35	1.24
1978-1979	3.79	1.07
1979-1980	4.14	.95
Average	4.4267	1.0867
Percent	80.2898	19.7102



Meeting of the Finance Committee
November 28, 1979

Present:

Fred LaBonte	Mayor Elvern Hall
Maurice Chandler	Terry Mahr
Robert Hurford	Don Elsom
	Myrland Gilbert

1. Sale of \$3,400,000 bonds discussed. Suggested that sale be held off as long as possible to take advantage of declining interest rate.

Mr. Elsom stated contractor wanted bonds sold before contract signed. Mr. Hurford stated he thought this could be negotiated. If this could be done then only part of approved bonds be sold at this time and balance in about six months.

2. To recommend that Marshall and Meyer be retained to prepare prospectus and necessary sale notices for sale of bonds.

3. Administrator advised that for each one percent of interest saved, would reduce debt expense by over \$1700 per month.

4. Committee advised that hospital has made \$50,000 payment on their debt expense to sewer and water funds. Interest to be paid and balance to be applied to Sewer Fund loan principal.

5. Sale of water bond issue to be delayed as long as possible in order to gain more favorable interest rate.

6. City Administrator advised of possible increase in retirement contributions for the employees as mandated by the State. Contributions may have to be increased 7.7% of payroll for police and fire employees. For each 1.2% of payroll contributed by the employees may be offset by 1% of payroll in mandatory employee contributions. Bankers Life, present City retirement insurance carrier has been requested to review plan and advise if possible amendments can be made to meet State requirements at a cost less than the additional 7.7% as advised by the State.

7. Employee personnel increase expense briefly discussed. Administrator advised may have to consider 10 to 12 percent increase for 1980-81 budget.



FINANCE COMMITTEE
November 7, 1979

Present:
Mayor Hafl
Maurice Chandler
Myrland Gilbert

Hold off - Watch
interest rates

O.K. - When ready
to sell.

Defer until
Bonds Sold

O.K. - Repay
when Certificate
is approved.

Committee meet
with Hospital
Committee.

O.K. —

O.K. —

1. Schedule date for sale of \$2,700,000 water bonds.
2. Retain bond consultant to prepare prospectus and advertise sale (Marshall & Meyer).
3. Repayment of debt on water bonds. Require approximately \$249,000 per year for 20 years. Based on interest at 7%. Development fees received 1977-78 - \$121,000; 1978-1979 - \$100,831; estimate \$125,000 this year, same next year. Development fees are paid on basis of \$350 for each residential unit. Will require at least one half of development fees for new water line construction. Development fee increase and/or pay from taxes?
4. Hospital loan repayment. - no payments at this date. Loan and interest in full should be repaid from Hospital Improvement Fund at time of approval of certificate of need.
5. Schedule date for sale of \$3,400,000 hospital bonds. If sold on open market at 7% interest cost would require debt payment of approx. \$329,000 over 20 year --- \$323,000 over 22 years.
Farm Home EDA loan, if obtained would be at 5% interest. This money would not be available at once; would require interim financing for about 6 months.
Hospital budget should include transfer to the City the annual debt payment. Hospital revenue would have to be increased to reflect this.
6. Recommend step increase for Phil Picard - In service training Step D - \$1310 to Step E. \$1376. Effective November 1, 1979.
7. Recommend salary increase for all employees of 5% at January 1, 1980 -- In 79-80 budget recommend this increase if CPI went over 10%. ----- CPI for Portland Area as of September is 13.9.
This will represent a total average increase of 8.40% --- (7½% salary plus .9% benefit)
Some of wage settlements this year:

Salem - General employees - wages	9.5%
Multnomah County - Sheriff - wages	8.5%
Eugene - Police ---- wages	9.0%
Police ---- benefits	4.03%
Hermiston - Police -- wages 7/1	12.0%
Police -- wages 1/1	4.0%
Lebanon - Police ---- wages	7.9%
General Employees -- wages	7.0%
Tigard - General Employees -- wages	7.3%
-- Benefits	1.2%
Astoria - General Employees --wages	10.0%
--Benefits	.5%
8. For 1980-1981 Budget -(Begin July 1, 1980)
Salary and benefit recommendation for negotiation.

Tvg and stay
w. in 8½%
total. —

Meeting of the Finance Committee
August 23, 1979

Present:

Robert Hurford
Maurice Chandler

Mayor Elvern Hall
M. C. Gilbert

1. Administrator advised that the Joe Yackey Insurance Agency submitted the only complete bid for Comprehensive Liability, Auto, Inland Marine and False Arrest insurance.

Liability, Auto, Inland Marine -----	\$29,840.00
False Arrest	2,921.00

Also recommended that alternate bid to add \$2,000,000 excess umbrella coverage be accepted - Term 9/5/79-9/5/80.

Committee approved and to recommend acceptance of bid in amount of \$42,736. Cost for last year \$37,161 no excess umbrella coverage.

2. Water improvement bond election in amount of \$2,700,000 scheduled for October 2, 1979 discussed. Estimated cost of all paid from taxes at \$1.50 for first year and average 68 cents per thousand over life of issue. Expect that some monies from water development fees will reduce the tax cost.

3. Bancroft Improvement Bond sale in amount of \$115,000 set for October 23, 1979. This is for the Northwest Sewer project.

Cost of Project	\$399,884
Paid by City	182,042
Assessed to Property Owner	217,842
Cash payments	101,091

Bond sale prospectus prepared by the City Administrator was reviewed.

4. Hospital financing briefly discussed.

M. C. Gilbert

MEETING OF THE FINANCE COMMITTEE
June 6, 1979

Present:

Fred LaBonte
Maurice Chandler

Robert Hurford
M. C. Gilbert

Roger Inmans
Marvin Schneider

Merlin Lajoie

Application for rate increases for garbage service in the City of Newberg was presented. The average overall increase is approximately 7%. Each individual rate charge was reviewed.

The operating statement and projected expense and revenues as presented were discussed. Franchise fees were computed. Customers in the City of Newberg represent 76.8% of total customers served.

Agreed that franchise fee to be paid the City of Newberg shall be 3% of all gross revenues in the City of Newberg. Revenue from the recycling operation shall not be included.

Garbage service to submit new rate schedule to cover charges on compacted drop box and compacted containers. Committee will review.

Committee will recommend new rate schedule to become effective July 1, 1979.

Request from Lowe's Tax Service for new rate schedule reviewed.

Committee approves increase of:

15¢ to 20¢ for each additional one fifth mile or fraction after first one fifth mile @\$1.00.

\$7.00 to \$9.00 an hour for waiting time.

Each extra passenger from 75¢ to \$1.00. Cancelling a call for taxi after the cab has been dispatched and arrived to pick up passenger shall pay \$1.25 was \$1.00. 15% increase in Senior Citizen tickets from \$1.25 to \$1.45.

Request in change for operating hours was revised to include 7 A.M. to 3 A.M. six days a week. Sundays 9A.M. to 1 P.M. No operations on Memorial Day, Labor Day, Thanksgiving or Christmas.

Finance Committee Meeting
May 17, 1979

Present: Fred LaBonte
Maurice Chandler

Robert Hurford
M. C. Gilbert

1. If City budget levy fails on election May 22nd to recommend to Budget Committee and Council to submit same amount and hold special City election on June 19, 1979.
2. Recommend to Budget Committee approval of supplemental budget for expenditures in Hospital General Fund, Hospital Capital Improvement Fund, Sewer Fund and Assessment Fund. All balanced by additional revenues.
3. Recommend appropriation of additional \$25,792 from Contingency Account of Sewer Fund to cover additional sewer service tap construction on Northwest Sewer project.
4. Administrator advised that total project cost for NW Sewer is \$399,884. Cost to be assessed to property owners \$217,842. This is slightly less than original estimate.
5. Administrator advised that the State Military Dept. states they have no plans for disposing of Armory at this time.
Villa Road Extention - when engineering can complete survey we will request Deed from Church and at same time convey part of "Haskell" property to Church as per agreement.
Auction Sale of Surplus Vehicles, abandoned vehicles and bicycles and old surplus City equipment will be held June 9th.
Call to State Representative and State Senator to object to SB 680 which required cities to prepare fiscal impact statements on ordinances and resolutions which local government determines might have fiscal impact.

FINANCE COMMITTEE MEETING
April 10, 1979

Present:

Fred LaBonte
Robert Hurford

Maurice Chandler
M. C. Gilbert

1. Check received in amount of \$441.20 for reimbursement of fire costs on arson fire October 29, 1976 to be split. One half to Volunteer Fire Members and One half to the City.

2. Employees blanket position bond to be increased to \$25,000 from \$5,000.

3. To recommend a bond issue in amount of \$900,000 and use of City Sewer Funds in amount of \$421,750 to complete the sewer facilities improvements recommended by the City Engineer.

a. Hess Creek Interceptor Upgrading	258,000
b. Eighth St. Pump Station Renovation	137,000
c. Hess Creek Pump Station Renovation	236,000
d. Morton-Illinois St. Interceptor Upgrading	163,000
e. Line Rehabilitation (Downtown)	141,350
f. Sewer System Rehabilitation (Catch Basin MH)	<u>386,400</u>

1,321,750

It is anticipated that most of the principal and interest can be paid from development fees.

4. Value of equipment and buildings to be increased 10% on fire insurance policies.

5. Budget tax levy for one year in amount of \$259,221 to be put on ballot for May 22, 1979 election.

6. Recommend bond election in amount of \$3,400,000 for hospital improvements to be put on ballot for election May 22, 1979. Bonds and interest will be paid from hospital revenues.

7. To renew contract with John Montgomery for the City's annual audit.

8. Discussed request of Attorney for increasing fees on indigents. Recommend increase to \$100 from \$75 for preparation and for disposition of case by plea of guilty or other than by trial. Increase to \$200 maximum for trial day and \$150 maximum for less than one half trial day. Now pay up to \$150.

9. Real property tax discussed. Will bring to Council floor when information can be obtained from County Assessor on amount of real estate transfers in 1978, in order to estimate tax that the City may receive.

10. To increase permit on outdoor advertising as defined in Ordinance 863 (5-6-38) from \$2.00 annual to \$50.00 annual. Also to provide that the advertising shall be off premises.

Finance Committee Meeting
February 12, 1979

Present:

Fred LaBonte
Maurice Chandler
Robert Hurford

Mayor Hall
M. C. Gilbert

Purpose of the meeting was to discuss the President's order on limiting salary increases to 7 percent.

The Administrator advised that the 79-80 budget would propose a 5% increase July 1, 1979 and a 2½% increase April 1, 1980 plus full payment of health, medical, dental and life insurance. This would amount to approximately 6.78% increase over the salary base of 6/30/79.

The Committee was advised that the additional 5% increase as of Feb. 1, 1979 and additional 5% increase of July 1, 1979 as approved for the City Attorney would exceed the 7% for management group.

Suggested that the Hospital pay the City Attorney for the amount of the increase.

This was approved by the Committee.

FINANCE COMMITTEE MEETING
January 31, 1979

Present:

Fred LaBonte
Maurice Chandler
Robert Hurford

Mayor Elvern Hall
Terry Mahr
M. C. Gilbert

Purpose of the meeting was to discuss and act upon the request of the City Attorney for review of his salary and appeal for consideration of a higher salary than that proposed by the City Administrator.

Salary for the City Attorney after 5% increase on January 1, 1979 is \$1,481.00 per month. The City Administrator proposed a 5% increase to \$1,555 as of February 1, 1979 and on July 1, 1979 a 5% increase in addition to the budgeted 5% cost of living increase - total \$1,715. This would be an advancement to step E within the classified range, waiving the 3 year time period requirement.

The City Attorney presented a salary survey of several other cities who have full time City Attorneys. They were all higher than the salary proposed by the Administrator.

Discussed also was job security and future as full time City Attorney.

Consensus of opinion was that there is need for a full time attorney for the City of Newberg and that this department and position would be continued as long as finances permit.

Mr. Mahr excused.

The Committee approved step increases as proposed by the City Administrator, and in doing so waived time requirement for granting the 3 year step.

Committee recommended the City Administrator review attendance of the City Attorney at Hospital Commission meetings, Hospital Medical staff meetings and other City meetings.

Committee approved and to recommend transfer of \$13,000 from Contingency Account in the Assessment Fund to pay developer of Mountainview Subdivision for the extra pavement width on Mountainview Drive as previously agreed by the City.

Mr. LaBonte suggested that the Committee meet at a later date with the City's auditor to review the audit report for year ending June 30, 1978.