

April 30, 2014
6:00 P.M.
Newport, Oregon

DRAFT

CALL TO ORDER

Mayor Roumagoux called the April 30, 2014 meeting of the City of Newport and Newport Urban Renewal Agency Budget Committee, to order at 6:00 P.M.

ROLL CALL

Committee members in attendance were Don Davis, Richard Beemer, Fred Springsteen, David Allen, Robert Smith, Sandra Roumagoux, Dean Sawyer, Janet Webster, Ralph Busby, Chuck Forinash, Laura Swanson, Patricia Patrick, and Mark Saelens. Don Huster was absent.

Staff in attendance was City Manager Nebel, City Recorder Hawker, Interim Finance Director Gazewood, Library Director Smith, Police Chief Miranda, Fire Chief Paige, Assistant Fire Chief Murphy, Parks and Recreation Director Protiva, and Assistant Finance Director Brown.

ELECTION OF CHAIR FOR THE FISCAL YEAR 2014/2015

MOTION was made by Busby, seconded by Beemer, to elect Webster as Chair of the Budget Committee. MOTION was made by Springsteen, seconded by Swanson, to elect Smith as Chair of the Budget Committee. In a show of hands, Webster received eight votes, and Smith received four votes, and Webster was elected Chair of the Budget Committee.

BUDGET OFFICER SPENCER NEBEL DELIVERS BUDGET MESSAGE

Nebel reviewed the budget message that was included as a part of the proposed budget. He noted that he would review the budget page by page, and that he would like the Committee to offer changes, additions, and deletions, and that he would compile a list of suggested changes. He noted that there are reports from two department heads regarding potential changes to the proposed budget.

Nebel reported that the city's economic condition is gradually improving, but still fragile. He reviewed: budgetary trends; property taxes; other major revenues; water, sewer, and infrastructure fees; expenditure trends; financial activity for the 2013/2014 fiscal year; the General Fund; goals for the 2014/2015 fiscal year; the proposed 2014/2015 fiscal year budget; recommended revenues; water, sewer, and infrastructure rates; proposed expenditures; departmental staffing requests; proposed equipment purchases; proposed capital outlay; communications; and the Urban Renewal Agency future budgetary and financial issues.

PUBLIC HEARING CONCERNING THE USE OF STATE SHARED REVENUES

The public hearing on the use of state shared revenues was opened at 6:40 P.M. Gazewood explained that there will be one hearing on the use of state shared revenues before the Budget Committee, and one hearing before the City Council. He explained the funding for state shared revenues, and added that the city must show the relationship of the shared revenues to the budget figures. There was no public comment, and the public hearing was closed at 6:49 P.M.

PUBLIC HEARING ON THE CITY OF NEWPORT 2014/2015 FISCAL YEAR PROPOSED BUDGET AND THE URBAN RENEWAL AGENCY 2014/2015 FISCAL YEAR PROPOSED BUDGET

The public hearing on the City of Newport and Newport Urban Renewal Agency proposed 2014/2015 fiscal year budgets was opened at 6:49 P.M.

Nebel reviewed the proposed budgets and developed the following “hit and wish” list for responses and discussion at the next Committee meeting:

1. Fees In Lieu of Franchise Fees - Impact on the Future;
2. Fees In Lieu of Franchise Fees - Impact on the Future;
3. Rents and Leases - Detailed List of What it Includes;
4. Election Services;
5. Legal Services - Overall Cost;
6. Information Technology - Extra Wages Plus Benefits;
7. Cell Phone Expense Schedule;
8. New Police Officer Positions - 2.5;
Police Officers - Full-Time - 2;
Police Officer - Part-Time - .5;
Benefits for all New Police Department Position Requests;
9. Vehicle Maintenance and Repair - Summary Sheet on Line Item;
10. VOIP Schedule;
11. Detailed Line Item Report;
12. Central Dispatch - Costs and Functionality;
13. Police Department Computer Equipment Acquisition;
14. Add Two Firefighter Positions;
15. Add a .5 Emergency Management Coordinator Position;
Benefits for the .5 Time Emergency Management Coordinator;
16. Add Defibrillator;
17. Is the City Fully Funding PERS and the City Retirement Fund;
18. Fire Grant - What is It (described on page 22);
19. Update on Grants Applied for and Received, Plus Associated Expenses;
20. Liability Insurance - Delineate Share by Department;
21. Small Tools and Equipment - Schedule and Explanation (page 23);
22. Library Membership and Dues - What is It;
23. Add Money to Parks for Beautification throughout the Community;
24. Status of Adopt-A-Park Program;
25. Sidewalks, Sharrows, and Bike Paths - \$15,000;
26. Total Property Expenses - Total Mission and Year is Off-Center at the Top (page 31);
27. Wages and Salaries for New Senior Planning Position;

- Wages and Salaries for New Senior Planner Position - Urban Renewal;
28. Benefits for New Senior Planner Position - General Fund;
 - Benefits for New Senior Planner Position - Urban Renewal;
 29. Other Professional Services - What is This;
 30. Why Do We Need a Parks Master Plan;
 31. Does the Community Development Department Handle Economic Development Recruitment;
 32. Why Are We Charging Salaries to the Urban Renewal District;
 33. Which Street Lights are Supported by the City and Which are Supported by the PUD;
 34. What is the Status of an Agreement for Funding the Local Transit Services;
 35. Clarification on Northside Urban Renewal Restricted Fund;
 36. Debt Reserves Report - 201, 202, 203;
 37. Why is there an Increase in Temporary Employment for Street Maintenance;
 38. Why the Increase in Materials and Services for Street Maintenance;
 39. Where is Wayfinding Signage Funded;
 40. Water Rate Structure Report;
 41. Water Deposit Policy;
 42. Report on SOS Fund for Utility Customers (Liability Account - Funds 303 and 304);
 43. Report on the Increase in Vehicle Fuel, Oil, and Other Liquids - Schedule;
 44. Update on Infiltration and Inflow Mitigation Program;
 45. What is the Basis for the SDC Increases;
 46. What is the Basis for the Building Permit Increases;
 47. Should We Increase Funding in Sports and Senior Center Programming (401);
 48. What Operational Cost Projections Have Been Developed for the New Pool;
 49. Report on Transfers to the Parks and Recreation Fund;
 50. Reduce Airport Budget by \$100,000;
 51. Report on Transfers from the General Fund and TRT Fund to the Airport Fund;
 52. History of Transient Room Taxes and Current Use of TRT Funds;
 53. Why is Liability Insurance Allocated from TRT Funds;
 54. "Fees" rather than "Fines" Title on Summary Sheet i- Page 123;
 55. Elimination or Reduction of Housing Fund;
 56. South Beach Urban Renewal District - Use of Bond Proceeds;
 57. Bond Repayment Plan - SE Fogarty Street to John Moore Sewer Outfall Project;
 58. Increase Lifeguard Salaries by \$1/Hour;
 59. Agate Beach Playground Equipment Replacement;
 60. Would the Building Official Salary be Completely Funded by Permit Fees;
 61. Purchase Four Police Vehicles Rather than Three.

Nebel asked that additional questions or recommendations be e-mailed to him by 9:00 A.M., on May 1. He added that responses to the "hit and wish" list issues would be available at the next meeting, at which there would be a brief review.

REPORT ON FINANCIAL POLICY FOR UNAPPROPRIATED FUND BALANCES AND CONTINGENCIES

Nebel reported that this item will be discussed at the next Budget Committee meeting.

ADJOURNMENT

Having no further business, the meeting adjourned at 8:34 P.M.

