

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 11, 2013, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, and Herb Christensen; City Attorney, Carrie Connelly; Interim City Administrator, Melissa Bowers; Police Chief, Mark Chase; Public Works Director, Jason Knope; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brunscheon called the meeting to order at 6:34 p.m. and led the Pledge of Allegiance.

II. BUDGET COMMITTEE CONSIDERATION TO APPROVE MAY 9, 2013 BUDGET COMMITTEE MINUTES

A quorum of the Budget Committee briefly convened, which included Council members and Citizen Members Sue Huntley, Dale Rowe, and Jack Sumner.

MOTION: Committee Member Rowe made a motion to approve the May 9, 2013 Budget Committee minutes. The motion was seconded by Committee Member Jack Sumner and passed by unanimous vote of the Committee.

III. CHANGES TO THE AGENDA

None.

IV. CONSENT AGENDA

MOTION: Councilor Nelson made a motion to approve the consent agenda, consisting of the bills from May and the minutes from May 14 and 28, 2013. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

V. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Mr. Dan Alley, 29306 Dane Lane, Junction City and Mr. Bryan Welsh, 1064 Yew Street, Junction City, submitted a letter of request to close City streets for a proposed new event called "Truck Function in Junction" for semi trucks on September 28, 2013. After discussion, the Council consensus was to follow the standard City process of review by staff and Community Development Committee and then to Council.

VI. STATE MENTAL HOSPITAL UPDATE – JODIE JONES, PROJECT ADMINISTRATOR

Ms. Jodie Jones stated that on May 31st she appeared before the Ways and Means Committee to ask for approval for the remaining funds to complete the hospital, and there were no questions, concerns, or opposition. She would like to hold a job fair in Junction City in July and begin the hiring process over the next six months to hire 200 people, who would begin work in Salem with the anticipation of transferring to Junction City. Ms. Jones will work with Interim Administrator Bowers on the job fair organization.

VII. PUBLIC HEARING – FISCAL YEAR 2013-14 BUDGET AND CONSIDERATION OF RESOLUTION

A. Public Hearing

Mayor Brunscheon opened the public hearing.

Staff Report

Director Crocker stated that the Fiscal Year 13-14 budget was approved by the Budget Committee on May 9th, and the public hearing notice was published on May 29th in *The Tribune*. The required resolution imposes taxes at \$6.0445 per \$1000 of assessed value, adopts the budget, and allocates property taxes to the General Fund. Total appropriations for all funds is \$16,622,700, which is less than previous years because of Department of Corrections activity.

Public Testimony

Dr. Dale Rowe, 1824 W. 10th, Junction City, stated that he had served on the Budget Committee for four years and hoped to continue in that capacity for a long time. He expressed gratitude to Director Crocker and Interim Administrator Bowers for their work in preparing a well written, easy to understand budget. He referred to the Council's adopted fiscal policy #1, "The Council will annually adopt a balanced budget where operating revenues are equal to or exceed operating expenditures in all operating funds"

and noted that the Budget Committee failed to approve such a budget. He stated that the 2013-2014 budget was in the red \$282,400, the budget raised expenses \$324,000 over last year which was 10%, and the deficit had been raised by 419% from the previous year. He noted that spending \$282,000 more than what they were taking in was not a balanced budget. He added that he voted against approval and encouraged the Council to have the courage to stand behind its policies and send the budget back to the Budget Committee for preparation of a balanced budget.

Questions/Comments from the Council

Councilor DiMarco expressed appreciation to Dr. Rowe for his service on the Budget Committee and noted that he agreed with Dr. Rowe's concerns and would have also voted no on the approved budget, if the Council had not agreed to hold long range Budget Work Sessions to make changes that will allow the fiscal policies to be implemented.

Mayor Brunscheon stated that he wanted to see the Council move forward with the long range budget planning and correct problems so they could meet those established goals.

Mayor Brunscheon closed the public hearing.

Discussion followed on the budget process, historical results, long range budget work sessions, and balanced budget definitions.

Interim Administrator Bowers stated that as a point of clarification, the City's proposed budget was balanced, per state standards. There is a local terminology of "balanced budget" that is used to refer to expenditures being higher than revenues. She added that the preparation of the budget was the work of the entire Executive Team.

B. RESOLUTION No. 1 – A RESOLUTION ADOPTING THE BUDGET; MAKING APPROPRIATIONS; IMPOSING TAXES; AND CATEGORIZING THE TAXES FOR FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014.

MOTION: Councilor Nelson made a motion to approve Resolution No. 1, adopting the FY 2013-14 approved budget, making appropriations as shown on Schedule A of Resolution No. 1, imposing a tax rate of \$6.0445 per \$1,000 of assessed value, and allocating all the property tax money collected into the General Fund. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

VIII. STATE SHARED REVENUE RESOLUTIONS

Director Crocker stated this was an item for the eligibility and election to receive State Shared Revenue, which includes Cigarette, Liquor, and Highway taxes. Public Hearings were held on May 2nd before the Budget Committee and May 15th before the Council.

A. RESOLUTION No. 2 – A RESOLUTION DECLARING THE CITY OF JUNCTION CITY'S ELIGIBILITY TO RECEIVE STATE SHARED REVENUES UNDER ORS 221.760.

B. RESOLUTION No. 3 – A RESOLUTION DECLARING THE CITY OF JUNCTION CITY'S ELECTION

MOTION: Councilor Nelson made a motion to approve Resolutions No. 2 and 3. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

IX. CAPITAL IMPROVEMENT PLAN FOR FY 13-14

Director Crocker reviewed that the Capital Improvement Plan (CIP) covers the period from July 2013 through June 2018. Legal counsel advised today that there were some references to System Development Charges in the narrative that needed to be deleted and those were noted.

Attorney Connelly added that the reason for those changes was that this was a CIP for financing and budgetary purposes, but the City also had a CIP that supports the System Development Charges. The language was indicating that this was a crossover and would serve both purposes, but it doesn't have the elements to serve as the City's SDC Capital Improvement Plan.

MOTION: Councilor K. Leach made a motion to approve the FY 2013-14 Capital Improvement Plan as presented and modified to the Council this evening. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

- X. INTERGOVERNMENTAL AGREEMENT WITH LANE COUNCIL OF GOVERNMENTS FOR SENIOR MEALS**
Councilor Christensen left the meeting. Interim Administrator Bowers reviewed the agreement.

MOTION: Councilor K. Leach made a motion to approve the Intergovernmental Agreement with LCOG for the Senior Meals Program, as presented, and to authorize the Mayor to sign the agreement. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Councilors present: Councilors K. Leach, DiMarco, J. Leach, and Nelson.

XI. BID PACKAGE 5C

Director Knope reviewed the Pay Requests and Change Order.

A. PAY REQUESTS #25 AND #26

MOTION: Councilor J. Leach made a motion to approve Pay Request #25 in the amount of \$31,084.38 and Pay Request #26 in the amount of \$36,741.29 to The Automation Group. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Councilors present: Councilors K. Leach, DiMarco, J. Leach, and Nelson.

B. CHANGE ORDER #9

Councilor Christensen returned to the meeting.

MOTION: Councilor Nelson made a motion to approve Change Order #9 in the amount of \$47,885.01 to The Automation Group and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Council.

XII. ADVISORY – POLICE DEPARTMENT GRANT

Chief Chase reviewed that the Public Safety Committee had approved submitting a grant application for the COPS Hiring Program at their June meeting. The grant would provide 75% of an entry level salary for a School Resource Officer and pay a maximum of \$125,000 over a three year period.

XIII. PAVING BID FOR WATERLINE PROJECT

Director Knope stated that before the Council was a request to authorize the paving of the trenches created by the waterline project.

MOTION: Councilor Christensen made a motion to approve the bid award to Skip Tracer & Lads in the amount of \$38,203.00 and authorize the City Administrator to sign the necessary documents, pending legal review. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

XIV. STAFF REPORTS

Director Knope reported that Public Works would be isolating the old elevated tank from the system so they could fill the new elevated tank. The intent is to get the system to operational capacity to run fire flow testing for the DOC site to make sure the City meets the provisions within the IGA.

Chief Chase reported that Officer Baker successfully completed the academy and post academy training process. Nathan Rankin has been hired to fill the 10th Police Officer position. A road crew worker has been painting curbs and providing clean up downtown, in preparation for the Scandinavian Festival.

Attorney Connelly reported that she was working on a couple of projects with Director Knope.

Interim Administrator Bowers reported that the Summer Activity Guide had been distributed, and she was looking forward to tomorrow night's Employee Recognition Dinner.

XV. COUNCILOR COMMENTS/QUESTIONS

Councilor Christensen noted that the budget process had been working for 10 years and they just needed to work on the balanced budget language definition.

Councilor Nelson stated that he agreed with having the long range budget planning and if there were something to tweak, it would be in those long range discussions.

Councilor J. Leach thanked the staff for working as a team and noted that the road crew work looked great. He thanked legal counsel for providing guidance on issues.

Councilor DiMarco stated that the long range budget planning would provide better ways of accomplishing what the last 10 year plan has done.

Councilor K. Leach thanked the staff their hard work and for working so well together. She thought the Function 4 Junction was a wonderful event and a great thing for Junction City.

XVI. MAYOR'S COMMENTS

Mayor Brunscheon thanked the Budget Committee and the Executive staff for their hard work on the budget. He noted that the long range planning would make a difference, and he was glad they were heading in that direction. He stated that the Function 4 Junction was a lot of fun, and he encouraged the Council to attend the Employee Recognition Dinner tomorrow night.

XVII. OTHER BUSINESS

Ms. Sandra Kowall, 1790 Rose Street, Junction City, suggested that the City consider the impacts of special events on local businesses, as there are no guidelines on how often events should be held, how they determine what events should be allowed, how events are policed, etc. She added that there are other well known methods by which you can create a budget that the Council could look at in considering a new process for the City.

XVIII. EXECUTIVE SESSION PER ORS 192.660(2)(a) TO CONSIDER EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER, OR INDIVIDUAL AGENT.

Mayor Brunscheon called Executive Session at 7:50 p.m. Regular session reconvened at 8:13 p.m.

XIX. PERMANENT CITY ADMINISTRATOR CONTRACT

The Council reviewed the City Administrator contract for Melissa Bowers and a City Administrator salary comparison to like sized cities. The Council consensus was to remove the language that the City Administrator would need to consult with the City Council, prior to hiring or firing a City employee.

MOTION: Councilor Nelson made a motion to approve the City Administrator Employment Agreement for Melissa Bowers as presented, with the omission of Section 1E and inserting \$86,464.00 as the annual salary in Section 4A, effective June 12, 2013. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

XX. ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:33 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor