

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 24, 2014, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, David Brunscheon; Councilors, Bill DiMarco, Randy Nelson, Steven Hitchcock; and Herb Christensen; (Excused Absences: Councilor Jim Leach and Karen Leach); City Attorney, Carrie Connelly; City Administrator, Melissa Bowers; Police Chief, Mark Chase; 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 6:30 p.m. and led the Pledge of Allegiance.

**II. CHANGES TO THE AGENDA**

Councilor DiMarco recognized former Councilor Jack Sumner and noted that it was his 75<sup>th</sup> birthday. Council members expressed birthday wishes to Mr. Sumner.

**III. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA**

None.

**IV. JUNCTION CITY HIGH SCHOOL STREET CLOSURE/NOISE PERMIT REQUEST**

Administrator Bowers reviewed the annual request from Junction City High School for the Noise Parade street closure and noise permit on Wednesday, October 1, 2014. The Community Development Committee reviewed and recommended approval. No staff concerns.

**MOTION:** Councilor Nelson made a motion to approve the Street Closure Conditions as presented and a Noise Permit for the Junction City High School Homecoming Noise Parade on October 1, 2014. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**V. STREET CLOSURE AND NOISE PERMIT REQUEST SW LAUREL**

Administrator Bowers reviewed the street closure and noise permit request for a Block Party on SW Laurel on July 4<sup>th</sup> between 12:00 p.m. and 10:00 p.m. Discussion followed on limiting the noise permit to 8:00 p.m.

**MOTION:** Councilor Hitchcock made a motion to approve the street closure request and conditions for a Noise Permit as presented for a block party on SW Laurel on Friday, July 4, 2014 with the following changes: That the noise permit go until 8:00 p.m., while the street closure goes until 10:00 p.m. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

**VI. FUND NAME CHANGE AND CREATION OF A NEW FUND**

Director Crocker reviewed that as part of the Fiscal Year 2014-15 budget process the Budget Committee identified one fund to be renamed and another fund to be created, to address the desire to maintain a fund for building improvements/maintenance and to have a separate fund to set aside reserves for future building replacement.

The fund to be renamed was the Building Replacement Reserve Fund, which was created in 1993 by Ordinance No. 971 to reserve funds for the construction, reconstruction, and repair of municipal buildings; however, in recent years, the fund had been used for building maintenance and improvements only and reserves had not be kept for future buildings. The Budget Committee recommendation was to rename this fund "Building Reserve Fund" and continue its current use for building maintenance, improvements, and repairs. To achieve this, Ordinance No. 1 would repeal Ordinance No. 971, and Resolution No. 1 would establish the "Building Reserve Fund."

The fund to be created would be a new "Building Replacement Reserve Fund", which would be used to reserve funds for future building replacement. This would be created by Resolution No. 2.

Mayor Brunscheon referred to the resolution language of reviewing the reserve funds in ten years. Attorney Connelly responded that it was a requirement by law that reserve funds be reviewed in ten years.

**A. ORDINANCE NO. 1 – AN ORDINANCE REPEALING ORDINANCE NO. 971, WHICH ESTABLISHED A BUILDING REPLACEMENT RESERVE FUND; AND DECLARING AN EMERGENCY.**

Attorney Connelly read Ordinance No. 1 in full.

**MOTION:** Councilor Nelson made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Attorney Connelly read Ordinance No. 1 by title only.

**MOTION:** Councilor DiMarco made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

**B. RESOLUTION NO. 1- A RESOLUTION ESTABLISHING A RESERVE FUND ENTITLED, “BUILDING RESERVE FUND.”**

**MOTION:** Councilor Nelson made a motion to approve Resolution No. 1. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**C. RESOLUTION NO. 2 – A RESOLUTION CREATING A BUILDING REPLACEMENT RESERVE FUND.**

**MOTION:** Councilor Nelson made a motion to approve Resolution No. 2. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**VII. COMPENSATION SCHEDULES RESOLUTION**

**A. RESOLUTION NO. 3 – A RESOLUTION TO APPROVE THE FISCAL YEAR 2014-2015 COMPENSATION SCHEDULES FOR POLICE, TEMPORARY AND SEASONAL, MANAGEMENT AND NON-REPRESENTED POSITIONS.**

**MOTION:** Councilor Nelson made a motion to approve Resolution No.3. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**VIII. FACILITIES TASK FORCE UPDATE**

Administrator Bowers provided a progress report on the work of the Facilities Task Force. Councilor K. Leach chairs the Committee and Councilor Nelson and citizen members also serve. The Committee was tasked by the Council to identify current and future facility needs for City Hall, Police Department, Library, Community Center, and Senior Center (excluding Public Works). The Committee has been reviewing and studying like sized communities in the forecasted population ranges for Junction City’s projected growth for the next 20 years. They are also reviewing funding options and existing conditions and will develop and submit a finalized report to the Council with an assessment, recommendation, and action plan. In the current budget for Fiscal Year 14-15, the Budget Committee included an assessment of facilities, and it was anticipated that the Facilities Task Force would work on that over the upcoming year.

Some highlights of the Committee research included: Cottage Grove was the closest model to Junction City, and there was not a perfect match found in other communities for the range of services and facilities that Junction City has; Partnering with a School District or college was a common theme that worked well for other communities; Grants were often used to accomplish building projects; and There were examples of donations from a single donor that initiated progress on a facility.

**IX. STAFF REPORTS**

Director Crocker received notice that the City will receive its first ever award for the June 2013 year-end financial report from the Government Finance Officers Association (GFOA). The award will be presented at the July 22<sup>nd</sup> Council meeting. He distributed copies of the FY 14-15 adopted budget document.

Chief Chase thanked Reserve Officers Erica Read and Andrea Ceniga and Officer Brian Paterson for assisting him with the Great Grad processing party. He also thanked Acting

Sergeant Eric Markell for arranging the Trauma/Tourniquet 10 hour training that was held today in the Council Chambers and attended by JCPD staff and other law enforcement agencies.

Administrator Bowers noted that Director Knope was not in attendance, as he was preparing for an Oregon Health Authority visit tomorrow. This happens every three years to survey operations. She reminded Council of upcoming work sessions: July 2<sup>nd</sup> – Personnel Policies with Attorney Monson; July 8<sup>th</sup> – Standard Annexation Agreement; and July 16<sup>th</sup> – Transportation System Plan Draft review.

**X. COUNCILOR COMMENTS/QUESTIONS**

Councilor Nelson wished everyone a safe 4<sup>th</sup> of July.

**XI. MAYOR'S COMMENTS**

Mayor Brunscheon wished everyone a happy 4<sup>th</sup> of July and Mr. Sumner a happy birthday. He noted that there seemed to be a misunderstanding as to the Council direction at the June 19<sup>th</sup> meeting. The Council directed Administrator Bowers to find an independent, outside party and to bring the Council a scope of work for review of the Police Department only. The review does not include any other department or any specific individual. He encouraged people that have questions to listen to the meeting audio, which was posted on the City's website. He thanked everyone for attending the meeting and thanked staff for their work.

**XII. OTHER BUSINESS**

None.

**XIII. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 7:05 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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David S. Brunscheon, Mayor