

The City Council for the City of Junction City, met for a regular session and work session at 6:30 p.m. on Tuesday, June 28, 2016, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Steven Hitchcock, and Herb Christensen; (Excused Absence: Randy Nelson); City Administrator, Jason Knope; Interim Police Chief, Ken Summers; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

REGULAR SESSION

1. Call to Order and Pledge of Allegiance

Mayor Cahill called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. Vista Dale Stakeholder Subcommittee Appointment

Administrator Knope reviewed that two applications had been received for the one remaining property owner position vacancy on the Subcommittee.

Mayor Cahill appointed Ms. Erica Bonner to fill the position on the Vista Dale Stakeholder Subcommittee.

3. LRIG (Lane Regional Interoperability Group) Contract Review

Administrator Knope and Interim Chief Summers presented the contract with Lane County Sheriff's Office for radio interoperability with Lane County Sheriffs, Eugene Police, Linn and Benton Counties Sheriffs, and Oregon State Police. Currently, Junction City Police Department does not have a back-up radio system, so this would also provide emergency redundancy to continue radio operations in the event of failure. This would be a one year contract.

MOTION: Councilor Hitchcock made a motion to approve the agreement between the Junction City Police Department and the Lane County Sheriff's Office and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

4. Adjournment of Regular Session

Mayor Cahill adjourned Regular Session at 6:42 p.m.

WORK SESSION

1. Call to Order

Mayor Cahill called the Work Session to order at 6:42 p.m.

2. Budget Discussion

Administrator Knope reviewed that the Council had asked at the last meeting to have a discussion on the budget at a Council Work Session to address long term budget sustainability.

Discussion included:

- To balance the budget over the last few years (expenditures not higher than revenues), the Budget Committee had to freeze some vacant positions and cut transfers to reserves. This practice, combined with increases in PERS and other rising expenses would make the budget unsustainable going forward and the Council wanted to address this.
- The current budget was set up with the "bucket concept" where each department was broken out into its own fund. This set up the ability for a certain amount of revenue to be allocated to each department and for each department to begin "living within its means" at some point. It was noted that General Revenue had to be used this year to cover gaps.
- Over \$400,000 of the General Revenue was made up of Franchise Fees, and the goal was to eventually move the Franchise Fee revenue back into the Street Fund to address the backlog of needed street maintenance.

- Each department bucket not only included operations and materials, but capital expenditures as well.

The Council consensus was that they wanted to begin discussing one department at a time with department staff and develop substantial progress options for how each could live within its own bucket, either by adding revenue generating ideas and/or cutting expenses before next April.

Discussions would begin at the July 26th Council Work Session on Administration and Finance, which included all position at City Hall, minus Planning and Court, and was funded through administrative charges in each department.

3. Police Chief Recruitment Discussion

Administrator Knope and Interim Chief Summers presented and reviewed a Junction City Police Chief Selection Process Proposal, which included hiring a consultant to work with the Council on expectations, timeline, etc.

The Council consensus was in favor of the proposal and for staff to proceed with it.

4. Patrol Officer Discussion

Interim Chief Summers presented the request for a temporary contract to provide patrol assistance. The department was experiencing a lot of overtime and having a difficult time covering shifts with officers on vacation, at trainings, or at court. The department currently had 8 officers, which included the Chief, two Sergeants, School Resource Officer, and one officer at the police academy. This had been presented to the Police Association and they approved of the temporary contract.

The Council consensus in favor of moving forward with this contract.

5. 2015 Administrative Task List

Administrator Knope reviewed that over 50% of the projects had been completed. It was noted that the list was becoming outdated and did not include any new projects.

The Council consensus was to have Administrator Knope remove the completed projects and bring back to the July Work Session. The Council would then review and determine if they wanted to eliminate or add any new items.

6. Other Business

Council members asked for clarification on the City Planner’s role with the Finance and Judiciary Committee. Administrator Knope responded that the Finance and Judiciary Committee purpose statement included that planning items such as the building permit program, could be discussed with the Committee from time to time.

7. Adjournment

As there was no further business, the meeting was adjourned at 8:02 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor