

The Finance/Judiciary Committee for the City of Junction City met at 6:30 P.M. on Thursday, February 8, 2018, in City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT WERE: Chair Bill DiMarco, Councilor Dale Rowe, Councilor Jack Sumner, City Administrator Jason Knope, and Finance Director Mike Crocker. Mayor Crenshaw was in the audience.

1. Call to Order

Committee Chair DiMarco called the meeting to order at 6:30 p.m.

2. Approval of Minutes for January 16, 2018.

Consensus: By a consensus of the Committee, the January 16, 2018 minutes were approved as written.

3. Changes to the Agenda

None.

4. Department Budget Review

Finance Director Crocker reviewed the draft budget worksheets for Finance, Court, Administration, Building and Planning and Internal Services. This draft includes a wage increase of 2%, no PERS rate increase, 10% property and liability insurance increase, and a 5% medical insurance increase. Franchise fees allocated to the Streets Fund will increase to 20% per Council direction. All budget schedules presented balance. Increases to personnel costs in Administration are for the Resource Development Coordinator added by Council and the increase in Planning is due to the Building Official position.

The Committee requested that the franchise fees allocated to the Streets Fund be allocated directly, rather than through a transfer. The Committee directed staff to include \$55,000 on the "projects to be determined" line in the State Revenue Sharing Fund.

5. Internal Services Fund Discussion

City Administrator Knope discussed the Internal Services Department with the Committee which includes a Maintenance Coordinator and a Mechanic and services provided including building, IT and vehicle maintenance. Administrator Knope requested that the Committee allow him to discuss policies and receive feedback at future meetings with the Committee. The Committee agreed.

6. City Prosecutor Contract

Finance Director Crocker presented the current City Prosecutor contract. The Committee discussed the need for an RFP and the process for appointing this position.

Consensus: The Committee directed staff to bring back a draft RFP and contract to a future meeting.

7. Agenda Forecaster Review

The Committee reviewed the agenda forecaster and did not make any changes.

The Committee directed staff to confirm March 1st with Judge Wiese for a discussion with the Committee. Potential topics may be probation services, court security, and road crew.

8. Other Business

None

9. Adjournment

As there was no further business, the meeting adjourned at 7:55 p.m.

The next meeting of the Finance/Judiciary Committee will be Thursday, March 1, 2018 at 6:30 p.m.

Respectfully Submitted:



Mike Crocker, Finance Director