

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, April 14, 2026, in the Council Chambers, 680 Greenwood Street, Junction City, Oregon and in a virtual meeting format via internet and phone.

PRESENT: Mayor, Kenneth Wells; Council President, Karen Leach; Councilors Sandie Thomas, Sidney Washburne, Andrea Ceniga, and Ken Hancock; Excused Absence: Councilor Ken Jamieson; Interim City Administrator, Spencer Nebel; City Attorney, Carrie Connelly; Deputy Police Chief, Eric Markell; Public Works Director, Gary Kaping; Finance Director, Christina Green; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Wells opened the meeting at 6:30 p.m., led the Pledge of Allegiance, and took roll call.

2. Changes to the Agenda. None.

3. Approval of Minutes – March 3, 10, and 24, 2026

MOTION: Councilor Leach made a motion to approve the March 3, 10, and 24, 2026 minutes. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

4. Public Comment on Items not Listed on the Agenda

A. New Comments from Public. None.

B. Follow-up from Staff on Previous Comments

Administrator Nebel shared that at the last regular meeting, a citizen had expressed concerns about property that the City had acquired west of town and that a tree on that property had been cut down. The tree had been a definite safety risk for the road, as it had quite a bit of rot in it. That property had been purchased for \$1.4 million for future wastewater expansion. In addition, there had been a question about using tax dollars for the future RV Park. The actual funding source for that was proposed to be through System Development Charges, which were collected from developers versus property taxes that were paid to the City.

5. Proclamation – Child Abuse Prevention Month

Mayor Wells read the proclamation to proclaim April 2026 as Child Abuse Prevention Month in Junction City.

Teri Conklin, Development and Marketing Coordinator at Kids First, thanked Mayor Wells and the Council for reading the proclamation. She noted that talking about child abuse was very difficult and the more they talked about it the more opportunity they had to support youth. She added that if the City had any questions or would like information or training on how to prevent or spot potential child abuse, they would be happy to assist.

6. Scandinavian Festival Street Closure Request

Councilor Hancock declared an actual conflict of interest, as his wife owned a booth at the festival. He recused himself from the meeting.

Director Kaping presented the annual street closure request from the Scandinavian Cultural Foundation for the Scandinavian Festival.

MOTION: Councilor Ceniga made a motion to approve the street closure request from the Scandinavian Cultural Foundation as conditioned in Attachment B with the nonexclusive use of city streets. The motion was seconded by Councilor Leach and passed by unanimous vote of the Councilors who were participating in the vote: Thomas, Washburne, Ceniga, and Leach.

Councilor Hancock rejoined the Council meeting.

7. Scandinavian Cultural Foundation Day Camp Street Closure Request

Director Kaping presented the street closure request for the 4th Annual Scandinavian Cultural Foundation Day Camp.

MOTION: Councilor Thomas made a motion to approve the street closure request for the Scandinavian Cultural Foundation Day Camp on June 21, 2026 at 8:00 a.m. through June 28, 2026 at 8:00 p.m. as conditioned in Attachment B with the nonexclusive use of city streets for the street closure. The use of City streets will apply to the section of Greenwood Street

between 4th and 5th Avenue. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

8. Beams Street Closure Request

Director Kaping presented the street closure request from Robert and Pam Beams to close 9th Street between Deal and Elm Streets.

MOTION: Councilor Leach made a motion to approve the street closure request for the Beams Street party on July 4, 2026 to July 5, 2026 as conditioned in Attachment B with the nonexclusive use of city streets for street closure from 9:00 a.m. on July 4, 2026 to 9:00 a.m. July 5, 2026. The use of City streets will apply to the section of 9th Street between Deal and Elm Streets. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

9. Owen Foust Street Closure Request

Director Kaping presented the street closure request from Owen Foust to close 2nd Street between Ivy and Holly Streets for a burnout event at Velkommen Square. Chief Waddell asked that the conditions include that no burnouts could occur on the City street.

MOTION: Councilor Leach made a motion to approve the street closure request for the Owen Foust event on May 30, 2026 as conditioned in Attachment B with the nonexclusive use of city streets for street closure on May 30, 2026 from 4:00 p.m. to 12:00 a.m. The use of City streets will apply to the section of 2nd Street between Ivy and Holly Streets. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

10. Douglas Fast Net Franchise Agreement

Administrator Nebel presented the ordinance to approve a communications services franchise with Douglas Fast Net.

A. Ordinance No. 1 – An Ordinance Adopting Franchise with Douglas Fast Net for Communications Services within the City of Junction City.

Attorney Connelly read Ordinance No. 1 in full.

MOTION: Councilor Leach made a motion that Ordinance No. 1 be read by title only. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

Attorney Connelly read Ordinance No. 1 by title only.

MOTION: Councilor Leach made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

11. Revised City Administrator Recruitment Schedule

Administrator Nebel stated that at the March 24, 2026 Council Work Session, the Council agreed by consensus to push back the City Administrator recruitment process, to allow more time for him to work on the proposed budget that would be coming out later this month. He presented and reviewed the revised City Administrator recruitment schedule. A citizen survey would be put out to the public, online and in paper, to get feedback from the community.

Councilor Hancock noted that this was a superb process and very professional. He hoped the City would be setting the standard for future hiring as well. Councilor Leach expressed her agreement.

MOTION: Councilor Leach made a motion to direct the City Administrator Pro Tem to proceed with an in-house recruitment of a City Administrator in accordance with the revised schedule presented at the April 14 Council meeting. The motion was seconded by Councilor Ceniga.

Administrator Nebel reviewed the updates to the City survey and noted that breaking out the City departments was suggested at a recent Chamber breakfast where he presented information on the City Administrator recruitment and the survey.

Mayor Wells noted that since this was such a key process, he wanted to have each Councilor give their feedback.

Councilor Thomas stated that the schedule worked for her and things posted on social media would get a lot of feedback.

Councilor Washburne noted that everything looked fine to him.

Councilor Ceniga expressed her agreement with Councilor Washburne. She noted that it was important that they do this right, as they had learned their lesson. She noted that if they had to extend the timeline, that would be what they needed to do to do this right.

Administrator Nebel responded that he thought it was a realistic timeframe and the only thing that would delay hiring would be concern about the quality of candidates applying for the position.

Councilor Ceniga asked if there was room to extend Administrator Nebel's contract to continue to assist with recruitment if needed. Administrator Nebel responded that there was a six month limitation for an Administrator Pro Tem, but they could figure something out if needed, as he would not leave the City hanging.

Mayor Wells noted that he and Administrator Nebel had talked about that a few times. Mayor Wells was optimistic that the City would get to where they needed to be on time.

Councilor Leach stated that she loved the survey and was glad the comments shared at the Chamber breakfast had been included because those were good suggestions. She was happy with the timeline and thought it looked good.

Councilor Hancock expressed agreement with everything he had heard and noted that he was thankful for the level of experience from Administrator Nebel to help the City and put this all together. He hoped that at the end of the process they were able to find the right candidate. He appreciated that the Police Department's hiring process was not to settle on candidates just to fill a position, and he appreciated Administrator Nebel referring to that point with the City Administrator recruitment. He hoped that at the end of this, they could codify the City Administrator hiring process into an ordinance to help future councils.

Mayor Wells noted that this was an aggressive task, but was broken out so they could meet those dates and go through everything step by step. If there was something that Councilors were concerned about, they should bring it up at the time to be discussed, as all the steps were tied together. He continued that they had received great questions from citizens at the Community Meetings. They were given a survey and it showed that a system could work. He and Councilors Leach and Thomas had attended some of the meetings and there was great citizen feedback. Administrator Nebel had explained the City Administrator recruitment process, which was a winner and one in which he thought they would be pleased.

VOTE: The motion passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

12. Updated Agenda Process Guidelines

Administrator Nebel stated that the Agenda system that the City had in place was a good model and a helpful tool to keep track of items that needed to be addressed in the future. The Agenda Item Summary reports were helpful and informative, and the only changes he would recommend would be to remove the Committee Review and/or Recommendation section and add a section on Fiscal Effects. The update to the Agenda Process Guidelines would also include removing Current Business items from the Council Agenda Forecaster, as that was duplicate information that was already in the Council packet.

Mayor Wells thanked Administrator Nebel for bringing those things to their attention and for taking a good tool and making it better.

MOTION: Councilor Washburne made a motion to approve the updated Agenda Process Guidelines. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

13. SDC Consultant Contract Approval

Director Kaping presented the contract with Galardi Rothstein Group to determine SDC (System Development Charge) costs that MWMC (Metropolitan Wastewater Management Commission) and the City of Eugene might charge for the City to connect the City's wastewater system to MWMC. Currently, Lane County was using this group to perform the work to connect to MWMC, so staff was recommending that the City use the same contractor.

Councilor Leach stated that it made perfect sense to use the same contractor. Director Kaping responded that Galardi Rothstein needed to finish up some work and anticipated starting next month.

Councilor Ceniga asked if that would affect any of the upcoming deadlines. Director Kaping responded no. He continued that the City would need to know what the cost would be for Junction City and the reasons why it would be beneficial for the City to hook up to MWMC, when appearing before their boards and Councils. The cities were going to be worried about capacity and future repairs. That was the reason the City would pay a SDC fee, to help offset future costs. The City would be charged a monthly fee, and it was financially a benefit to MWMC and the City of Eugene. At a meeting today, they figured that Junction City and Creswell together would account for 5% of their overall capacity, which was a really small portion.

Councilor Ceniga asked if connecting to MWMC would benefit Junction City. Director Kaping responded yes, now and in the future.

Councilor Ceniga asked if this would be a benefit over the City building a mechanical plant. Director Kaping responded yes. What the City would lose by connecting to MWMC was the additional cost of building a mechanical plant over what it would cost to connect to MWMC, as well as the annual operational costs of 1.5 million dollars a year. That cost would be for one Grade 3 operator to run the plant. When Creswell was looking at building their mechanical plant, they estimated that they would need to hire 3 additional people to run the plant. Director Kaping continued that by connecting to MWMC, the City would experience costs savings now and in the future. There would be some operational costs with the pump station and line because the City would have to maintain that, but it was minimal compared to a mechanical plant.

Councilor Ceniga asked if the City had a Grade 3 operator. Director Kaping responded no. A current employee would need to be certified first as Grade 2 operator and then work for a certain number of years and then test to be a Grade 3 operator.

Administrator Nebel added that from his experience in working in smaller communities, even having 3 people run a mechanical plant would be lean on that operation. Those plants had many processes, ongoing disposal charges, and had high energy costs to operate. The biggest concern he had for Creswell and would also have for Junction City was the fact that if DEQ (Department of Environmental Quality) came up with a new permit requirement like with PFAS or some of the chemicals that were being looked at in a different light than they had in the past, it would be a lot easier for a large metropolitan plant to adjust to those new permit requirements than all of the smaller plants to do. Having managed cities with mechanical wastewater plants, they were problematic. He thought if there was a collective way to deal with this issue, the City would be much farther ahead. A mechanical plant was expensive to run and operate and was not like the City's current lagoon system, which was fairly low labor and a low energy process.

MOTION: Councilor Leach made a motion to approve the contract with Galardi Rothstein in the amount of \$13,600 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

14. Integrator of Record Request for Proposal

Director Kaping presented the Request for Proposal (RFP) for a consultant to provide Integrator of Record services to the City. Staff had spoken earlier today about whether RFPs needed to go to Council for review and Recorder Vodrup was going to look into that.

Recorder Vodrup shared that she did not see anything in the Charter or City Code that referenced that RFPs needed to go to Council for review, but it had been kind of a standard

practice to bring to Council to review and see if they were okay with the contract that was in the RFP. She asked Attorney Connelly if she had additional comments on that.

Attorney Connelly responded that was exactly right and it was certainly not a requirement but sometimes that could head off problems later with Council not knowing about an RFP or why they were being asked to approve a contract; however, staff could inform the Council on RFPs in a monthly staff report, noting that a contract would be coming back to Council for approval. Removing RFP review would be a way to slim down agendas, but it really was the Council's direction.

The Council consensus was for staff to proceed with issuing this RFP.

15. UGB Expansion Project Contract Award

Director Kaping presented the Intergovernmental Agreement (IGA) with Lane Council of Governments (LCOG) for the UGB Expansion Project. At the November 12, 2025 meeting, the Council approved authorizing the City to apply for a Technical Assistance Grant to bring property owned by the City at the current Sewer Treatment Plant into the City. That grant was awarded in the amount of \$50,000. As part of that, LCOG put their scope of work together and a proposed budget for the project, and the scope of work was attached to the IGA. The estimated project cost was \$35,000 and staff recommended a contingency of \$15,000 for a total project cost of \$50,000. Funding would be from the Sewer Capital Fund.

MOTION: Councilor Ceniga made a motion to approve the IGA with LCOG in the amount of \$50,000 and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

16. Waterlines Replacement Project Contract Award

Director Kaping presented the contract to do engineering work for the Water Replacement Project. Council authorized staff to advertise for this engineering service, and three proposals were received. One bidder did not complete a section of questions in the RFP. Staff recommended awarding to Rhine Cross, as they were the lowest bidder and to add a 20% contingency for a total of \$476,868.

MOTION: Councilor Thomas made a motion to award the design work to Rhine – Cross Engineering in the amount of \$476,868 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

17. Future RV Park Discussion

Director Kaping stated that this was a request for Council to review and discuss future steps of the RV Park. The Council asked staff to look at the possibility of adding an RV Park at the parking lot north of Lyle Day Park. Staff determined what repairs, fencing, etc. would be needed and asked contractors to provide bids that included prevailing wages. The total cost for 8 spaces was \$113,428.80. Staff recommended that if the project moved forward that a 20% contingency be added for a total cost of \$136,114.56. It was intended that SDC funds would be used to pay for this project. Administrator Nebel reviewed this with Attorney Connelly and although the RV Park was included in the recently adopted Parks Master Plan, it was not included in the Parks SDC Capital Improvement Plan (CIP) which was approved in 2010. Director Kaping noted that he was working with Superintendent Tracer and Foreman Johnson on amending the 2010 CIP to see about removing a park project from that CIP and adding the RV Park project.

Administrator Nebel shared that there was a motion in the AIS to direct staff to proceed with the amendment, if Council wanted staff to go forward with that process. He thought the confusion in this process was that Council adopted the Parks Master Plan last year and that included the RV Park, but that plan did not govern SDCs. The RV Park needed to be separately included in the CIP plan for Parks SDCs. One of the recommendations he would be talking about during budget time was the City updating all of its SDCs. 2010 was the last time the Parks SDCs were updated. With the projects that the City had coming up and were going to be addressing with capacity issues, the City wanted to make sure that current plans were in place for water, wastewater, parks, and streets.

Director Kaping added that the last time the City updated the Water SDCs was 2005 and the Sewer SDCs were last updated in 2007.

Mayor Wells stated that it was good that this was being brought to everyone's attention, as the City was a few years behind in changing the SDCs. As they were talking about at the last meeting, if they did not prepare and update things as they came up, they were never going to have the money to do projects. He thanked Administrator Nebel and Director Kaping for catching this, and the City would go forward from here.

MOTION: Councilor Leach made a motion to direct the City Administration to proceed with the amendment of Parks SDC CIP to include the RV Park at Lyle Day Park as an eligible SDC project. The motion was seconded by Councilor Thomas.

Mayor Wells noted that all this did was give them the ability to address the Parks SDC fees and this would come back to Council to decide if they wanted to go forward with the RV Park.

VOTE: Passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

18. Budget Calendar

Director Green presented an updated Fiscal Year 2026-2027 Budget Calendar, with meetings to be held on Monday nights, and the first meeting being held on May 4th. Staff would get the Budget Documents out a week prior to the first meeting.

MOTION: Councilor Ceniga made a motion to approve the budget calendar as presented by staff. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

19. Budget Committee Appointment

Director Green shared that there was one remaining citizen Budget Committee member vacancy, and one application had been received.

MOTION: Councilor Leach made a motion to appoint Sandy Downey to Position 7 on the Budget Committee, with a term through December 31, 2028. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council: Thomas, Washburne, Ceniga, Leach, and Hancock.

20. Council Agenda Forecaster

Administrator Nebel presented the Council Agenda Forecaster. He would not be in attendance at the April 28th Council Work Session, but Director Kaping would be bringing discussion on the ordinance for the RV Park, as well as operation of the facility, to make sure the City had a plan in place before it was built. Administrator Nebel continued that he met with Jack Sumner this morning, who was concerned that he made a specific letter of complaint to Council and had not heard back. Administrator Nebel thought they needed to schedule a time for the Council to discuss this complaint. There had been some confusion as to whether this was a complaint to Council or if this was an ethics complaint, and he thought it would be beneficial for Council to schedule some discussion on that complaint and to close that out at some point.

Mayor Wells asked if that would be at a regular Council meeting or at a Work Session. Administrator Nebel responded that it could be at a Work Session, and he asked if Attorney Connelly had anything to add. Attorney Connelly responded that the City was specifically told that this was not a Public Meetings grievance from Mr. Sumner. If it had been a Public Meetings grievance, there was a 21 day timeline to respond from the date the letter was received. She added that there was some confusion on that in recent conversations with Administrator Nebel.

Administrator Nebel stated that Mr. Sumner had indicated that he had contacted the Ethics Committee, and Administrator Nebel thought that the City just needed to bring this to closure.

Attorney Connelly noted that the only thing she would recommend is if this was truly a Public Meetings grievance, that Council tonight delegate somebody to respond on the City's behalf in this instance so they could address this within the 21 day timeline. Then they could bring a broader conversation back on the Public Meetings grievance policy, like that had been planning to do.

Mayor Wells noted that Mr. Sumner had submitted his letter on March 3rd.

Attorney Connelly asked Administrator Nebel if he got an indication today that all Mr. Sumner wanted was for Council to consider his letter at some point. Administrator Nebel responded that was the impression he had received from meeting with Mr. Sumner. Administrator Nebel continued that Mr. Sumner felt that he had very specific concerns and wanted to have the Council address those concerns. Administrator Nebel stated that he would follow up with Mr. Sumner to confirm whether this was a formal ethics complaint or whether he was just wanting a response to his concerns.

Attorney Connelly responded that would be great to get that response and confirm that he just wanted this to come to Council and to let him know that would be occurring, as that might just take care of it. Administrator Nebel responded that he thought it would, based on the conversation he had had with Mr. Sumner, but he would confirm with Mr. Sumner to make sure they were on the same page since there had been confusion about this.

Mayor Wells asked if a consensus or vote was needed. Administrator Nebel responded a consensus would be fine for Administrator Nebel to work with Attorney Connelly on this issue and communicate with Mr. Sumner to figure out what pathway they were going to try to respond to his concerns.

Councilor Leach responded that she believed that was the best path. The other Councilors expressed their agreement.

Councilor Ceniga noted that she would not be at the April 28th Council Work Session.

Councilor Leach stated that she was happy to see current business items taken out of the forecaster.

21. Staff Reports

Deputy Chief Markell reported: Interviewed 6 candidates for the Lieutenant's position and Chief would be talking with the top 3 this week. Hoped to have someone in place in July or August; construction was winding down at the Police Department, and the Building Inspector had signed off on the laundry room and armory today.

Director Kaping reported: Public Works had been catching up on pump rebuilds and finished the waterline project; staff had been trained to do meter reading so Public Works Special Program Coordinator Tiffany Shafer could devote more time to other projects. Right now she was busy with pool staffing and scheduling lifeguard training, etc.

Director Green reported: Finance had been working on the budget, and they had received some of the returned budget notebooks for reuse; and they were busy working on other finance tasks.

Attorney Connelly reported: The governor had not yet signed HB 4177, which cleaned up language on the public meetings law and serial communications; she incorporated Council's direction from the January 27, 2026 Council Work Session on the RV Park ordinance and that would go to Council at the April 28, 2026 Council Work Session. She asked if she should attend that Work Session. Administrator Nebel responded yes.

Administrator Nebel reported: It had been a very robust couple of weeks; the Community Meetings went well. Had 19 citizens and a variety of staff participate. The Police Department did a nice job with demonstrating their new equipment, and people enjoyed seeing that; he was continuing with stakeholder meetings, with four scheduled this week and four next week. He was receiving good information regarding the City Administrator position and what things were working in the City and what could be improved. He would be putting together a list of comments, which Council could use to help put together the profile for the City Administrator's job; he attended a Chamber breakfast and did a presentation on the recruitment process, which went well; the Ministerial Association had invited him to do a presentation next week; he was managing to do work three days a week and would be glad when his other obligation was done, so he could commit fulltime responsibilities to Junction City; the recruitment process was going well and he thought they would be in good shape going forward. One thing he definitely noted was that there was a real pride in the community of the stakeholders (Council, staff, and citizens) he had talked to, who wanted the best for the community and were willing to roll up their sleeves and help on certain things as needs came up in the future. The City had a community that really cared about the best for Junction City.

Councilor Leach thanked Administrator Nebel for his work and noted that everyone appreciated his presentations and presence.

22. Previous Month's Expenditures. None.

23. Councilor Comments/Questions

Councilor Thomas noted that everybody had been doing a lot of work and they were appreciated. She expressed appreciation to Recorder Vodrup and to all staff. She thanked the citizens in the audience for showing up and finding out what was going on in our City.

Councilor Ceniga asked for confirmation that the Parks System Development Charges (SDC) had not been reviewed since 2010. Director Kaping responded yes, the SDC Parks Capital Improvement Plan (CIP).

Councilor Ceniga asked when the Water and Sewer SDCs had last been reviewed. Director Kaping responded 2005 for Water and 2007 for Sewer and Streets.

Councilor Ceniga asked how often those should be looked at and updated. Director Kaping responded probably between 5 and 10 years. Administrator Nebel added that the best time to update the SDC CIP was after the City adopted an updated Master Plan. The SDC CIP determined what portion of that could be paid for by SDCs.

Councilor Ceniga stated that the reason she brought this up was because this has come up in the past where things were not looked at, changed, or updated. An example, was they had not raised pool rates for years, and it was things like that the City had not done or looked at. She did not know if this needed to be on a future agenda so they could put something in place where they did not let things go for so long. She continued that the Council only knew what was brought to them at a Council meeting to make a decision on. The City needed something to remind them that it was time to review, even if nothing was changed. They needed to stay on top of contracts. They could do better and should be doing better.

Administrator Nebel responded that one of the things he would certainly recommend and would put in the transition handbook was for the City to implement a comprehensive fee schedule where all fees are reviewed by staff with recommended adjustments and that would be reviewed by Budget Committee. The fee schedule would then be adopted by Council via resolution at the time the budget was adopted and that would set the fee schedule for the coming year.

Councilor Ceniga asked if this could be put on a future agenda. Administrator Nebel responded yes, they could put it under Future Business Items on the Council Agenda Forecaster.

The Council consensus was to put the Master Fee Schedule under Future Business Item.

Director Kaping stated that for the SDC fees, he could write a policy that said that any time a master plan was updated, staff would have to do a SDC study.

Mayor Wells noted that having Administrator Nebel on board had brought an outside set of eyes into our City government, and maybe a lot of people who had been here awhile were not aware that something should have been done or it just was not done. Like Councilor Ceniga said, the Council only acted on things that were brought to them, and many times things were brought to them, and the Council did get things done. He liked the idea of putting things into the transition manual for the next City Administrator, to provide a base of things that needed to be done. He also liked Director Kaping's idea of putting language in a policy.

Councilor Leach thanked all of staff and expressed appreciation to Public Works staff for attending the meeting. Now they knew exactly what was going on, what information the Council received, and that the Council did their very best to deal with that information. Parks were important to her, and she used and enjoyed the parks. She expressed appreciation to Superintendent Tracer, Foreman Johnson, and Public Works staff for their work at Tequendama Park and for replacing a bench right away that had been mutilated. People did not realize how much work there was behind the scenes in parks, Public Works, and the Police Department and the great work that staff did. She expressed appreciation to Jason Haddy from Public Works for stopping and visiting with her and her dog when they were out walking. She expressed appreciation for all that Administrator Nebel did and noted that the Community

Meetings were really good, and great information was provided by staff. She noted that she missed the interactions Council had with staff at Committee meetings and the information they were able to receive. Committees provided a more relaxed atmosphere than Council meetings and she missed that and hated to see that go by the wayside. She knew the Committee meetings were antiquated and kind of a pain in the neck to do every month, but maybe they could just set something up every couple of months to get together with the staff in different departments. She thanked staff for all their work and expressed appreciation to Recorder Vodrup.

Councilor Hancock expressed appreciation for the information tonight and for Administrator Nebel answering questions that had been brought up under Public Comment at a previous meeting. Councilor Hancock hoped that would become a standard for their City, because too often they wondered if those questions had been answered. He shared Councilor Ceniga's frustrations and asked Administrator Nebel who was responsible for bringing things that needed to be done to Council. Administrator Nebel responded for things like master plans or the SDC CIP, he thought it was up to the City Administrator and staff to jointly work together on doing these things. It was helpful to have knowledge about these things because one of the problems was going through personnel changes and it could be challenging to keep things at the forefront, especially with things that were fairly infrequent like updating SDC fees. Administrator Nebel liked Director Kaping's idea of putting together an Administrative Policy that said every time there was a new master plan adopted, the SDC plans would be updated as well. It was tricky because there were a lot of moving parts in city government and it was very easy to miss some moving parts, so having mechanisms in place like policies and annually having the fee schedules approved would be the best way to try and make sure those things were getting periodically reviewed.

24. Mayor's Comments

Mayor Wells thanked everybody in person and online for attending the meeting. It was a very productive meeting, they covered a lot of items and had great input from everyone. Administrator Nebel sent out a weekly update which was phenomenal because it included every key employee of the management team on down. It was a great report, and they could see what was actually being accomplished in the City. One did not realize what was being accomplished until seeing it written down like that. It was a good review, and he thanked Administrator Nebel for sending that out. They had received some of this in the past, but did not have the whole thing, and it was helpful for them to know what was going on if somebody came up to them and asked what was happening. The recent Community Meetings included 19 citizens over four meetings and they asked good questions, listened, and cared. Administrator Nebel shared about the City Administrator recruitment, Chief Waddell and staff gave a drone demonstration and updates, and Director Kaping shared about the new waterlines and where the money was coming from. The City was going to continue to improve on communications and continue to listen to what everybody had to say because the City cared and they knew that the citizens cared too.

25. Adjournment

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

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Kenneth Wells, Mayor