

The Budget Committee for the City of Junction City, met at 6:30 p.m. on Thursday, April 24, 2025, at City Hall, 680 Greenwood Street and in a virtual meeting format, via internet and phone.

**PRESENT: Council Members:** Chair, Councilor Ken Hancock; Mayor, Kenneth Wells; Councilors Sandie Thomas, Sidney Washburne, Karen Leach, and Ken Jamieson; Excused Absence: Councilor Andrea Ceniga; **Citizen Members:** Vice Chair, Kara McDaniel; Travis Ducker, and Julie Nowacki; Excused Absences: Darin Olson, Jackie Pendergrass, Doug Easterday; and Sharona Pong. **Staff:** City Administrator, Jason Knope; Finance Director, Mike Crocker; Public Works Director, Gary Kaping; and City Recorder, Kitty Vodrup.

**1. Call to Order**

Chair Hancock called the meeting to order at 6:30 p.m. He thanked the members of the Budget Committee for their valuable service on the Committee.

**2. Public Comment.** None.

**3. Follow-up from Previous Meeting.** None.

**4. Review and Discussion of Proposed FY 25/26 Budget**

Chair Hancock asked if Budget Committee members had any questions for staff.

Councilor Thomas asked Chief Waddell if he was okay with his part of the budget. Chief Waddell responded yes and noted that it was the best they could come up with, given the set of facts that they had. As always, they tried to figure out ways to add officers and provide that kind of service to the community.

Chair Hancock noted that one of the things they had discussed at the last Council meeting was transferring \$50,000 from the \$130,000 in State Shared Revenue to the Police Department (PD) to help with hiring a part time detective. He asked if that would help the department. Chief Waddell responded that it would, and some of the things they struggled with in the PD was the ability to investigate major crimes, as they did not have the resources in the department. With the \$50,000, they could create a part-time detective position and have someone who could follow-up on investigations to help alleviate the call loads and extra work so the patrol officers could get back on the road more quickly.

Chair Hancock stated that what he was referencing was on page 60 of the budget, which was the state liquor tax, which was proposed at \$130,000. He referenced page 61, Line 62 Non-Departmental Unappropriated Ending Fund Balance. He continued that last year, Administrator Knope talked about reducing that down to a million and that was how they took the \$440,000 to help the PD. Now that amount was back up to almost 1.4 million. He commended Administrator Knope for a good job last year of finding the money.

Councilor Leach asked if appointing somebody in the department as a detective would interfere with duties. Chief Waddell responded that it would impact a regular patrol officer duties. He thought that they had enough need in the department to hire a ½ or ¾ time detective position. The department was currently budgeted to have 11 officers and were trying to fill the 11<sup>th</sup> position.

Chair Hancock noted for the record that he was going to move action on the proposed budget to Agenda Item 5.5.

**5. Public Hearing on the Possible Uses of State Revenue Sharing**

Chair Hancock opened the public hearing.

**Staff Report**

Director Green noted that this public hearing was required by the state of Oregon to receive the City's portion of State Shared Revenue. This was governed by ORS 221.770, and a hearing was required before the Budget Committee and the City Council. This hearing was noticed in the Register Guard on April 11, 2025, and the City Council hearing was scheduled for May 13, 2025. She referred to the League of Oregon Cities State Revenue Sharing Report in Section 4 of the Budget Reference book, which showed the breakdowns for gas, liquor, and cigarette taxes and State Shared Revenue. These funds were disbursed in multiple sections within the budget document, and revenues were disbursed using per capita rates based on a percentage of population estimates.

**Public Testimony.** None.

**Questions or Comments from the Budget Committee.** None.

Chair Hancock closed the public hearing.

**5.5. Action on Proposed FY 25-26 Budget**

Chair Hancock asked if the Committee would like to consider the Fiscal Year 2025-2026 budget and necessary motions.

**MOTION:** Mayor Wells made a motion to approve the Fiscal Year 2025-2026 budget and the total expenditures as modified. The motion was seconded by Councilor Leach.

Committee Member McDaniel stated that she wanted to make sure that she had her numbers correct. She referred to page 24, Budget Summary of All Funds and noted that they were approving a budget of 15.2 million in revenue and spending 24.7 million, which would take the Beginning Fund Balance of 23 million down to an Ending Fund Balance of 13.5 million. Administrator Knope responded that was correct and included all funds and not just the General Fund.

**VOTE:** The motion to approve the budget passed by a vote of 8 to 1, with Thomas, Washburne, Wells, Leach, Jamieson, Hancock, Nowacki, and Ducker voting in favor and McDaniel voting against.

**MOTION:** Councilor Leach made a motion to approve the property tax rate of \$6.0445 per \$1,000 of taxable value. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Budget Committee. (Thomas, Washburne, McDaniel, Wells, Leach, Jamieson, Hancock, Nowacki, and Ducker).

**6. Budget Committee Comments.** None.

**7. Other Business**

Councilor Thomas asked if they could appoint a Vice Chair, to lead if Councilor Hancock was absent.

**MOTION:** Councilor Thomas nominated Kara McDaniel to serve as Vice Chair of the Budget Committee. The motion was seconded by Councilor Leach and passed by unanimous vote of the Budget Committee. (Thomas, Washburne, McDaniel, Wells, Leach, Jamieson, Hancock, Nowacki, and Ducker).

Committee Member McDaniel stated that in the past, the Budget Committee had met in September or October and throughout the year to review the budget and see if they were on track or what changes had occurred. She asked if that was something they wanted to continue to do, as she thought it was really helpful. Administrator Knope responded that meeting was typically in December or January, after they were six months through the budget. He added that they had also had a few meetings in the fall.

Chair Hancock noted that he liked that idea and asked what the Budget Committee thought.

The Budget Committee consensus was in favor of meeting.

Chair Hancock stated that this year they saw all of the department heads come together and brief their budgets, which was very much appreciated because it meant that they valued the volunteers time and did not need to have 6 to 8 meetings. He continued that he wanted to take Committee Member McDaniel’s comments and place those into action. He thought they should start with an overview of the budget in terms of where they stood and incorporate that into the jump off point and then bring the department heads in and review the budgets. He liked the direction they were going to shorten the number of meetings, because everybody had a lot on their plates and they wanted to serve the volunteers properly and with respect for their time. He expressed appreciation for everything that was done and expressed appreciation to the department heads and the Budget Committee members.

**8. Adjournment**

As there was no further business, the meeting was adjourned at 6:53 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Ken Hancock, Chair