

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 9, 2015, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock, and Herb Christensen; City Attorney, Christy Monson; City Administrator, Jason Knope; Police Chief, Mark Chase; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; and City Recorder, Kitty Vodrup.

**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. Changes to the Agenda**

Move Item #9 Police Association Contract to the June 23, 2015 Council meeting.

**3. Budget Committee Consideration to Approve the May 14, 2015 Minutes**

A quorum of the Budget Committee briefly convened to consider the May 14, 2015 Budget Committee minutes, with the following citizen members in attendance: Dr. Dale Rowe, Ms. Sue Huntley, Mr. Ken Wells, and Mr. Jack Sumner. A correction was noted; remove Director Boldon's name from being in attendance.

**MOTION:** Committee Member Huntley made a motion to approve the minutes as corrected. The motion was seconded by Committee Member Sumner and passed by unanimous vote of the Committee.

**4. Consent Agenda**

**MOTION:** Councilor Nelson made a motion to approve the bills from May and the May 12 and 26, 2015 Council minutes. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**5. Public Comment on Items not Listed on the Agenda**

None.

**6. Public Hearing – Fiscal Year 2015-16 Budget and Consideration of Resolution.**

**A. Public Hearing**

**Staff Report**

Director Crocker reviewed that this was a public hearing to adopt the Fiscal Year 2015-16 budget. The Budget Committee approved the budget on May 14, 2015. He referred to where changes were made to the proposed budget by the Budget Committee.

Mayor Cahill expressed his appreciation to the Council, Budget Committee, and staff for their work to get the City to this point.

Mayor Cahill opened the public hearing.

**Public Testimony**

Dr. Dale Rowe, 1824 W. 10<sup>th</sup>, Junction City, stated that he stood before the Council as a proud member of the Junction City Budget Committee and of this wonderful community. He continued that over the last five years, he has pleaded with the Council to adopt a truly balanced budget where expenditures equal revenues, and in front of the Council was a budget that met that definition and one they could all be proud of. He hoped that this budget would set a precedent for future Councils and Budget Committees. He applauded the leadership of Mayor Cahill and Chair DiMarco, as well as the efforts of Administrator Knope and Director Crocker in creating the document. He noted that without this leadership and efforts, the work would not have gotten done. He also thanked his fellow Budget Committee members who had the courage and foresight to dig in and fight for a zero deficit budget.

**Questions from Council**

None.

Mayor Cahill closed the public hearing.

**B. Resolution No. 1 – A Resolution Adopting the Budget; Making Appropriations; Imposing the Taxes; and Categorizing the Taxes for Fiscal Year Beginning July 1, 2015 and Ending June 30, 2016.**

**MOTION:** Councilor Hitchcock made a motion to approve Resolution No. 1, Adopting the Fiscal Year 2015-16 approved budget, making appropriations as shown on Schedule A of Resolution No. 1, imposing a tax rate of \$6.0445 per \$1,000 of assessed value and allocating all the property tax money collected into the General Fund. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**7. Public Hearing – Supplemental Budget and Consideration of Resolution**

**A. Public Hearing**

**Staff Report**

Director Crocker reviewed that a public hearing was required when a change to a fund was greater than 10%, and notice of a public hearing for a supplemental budget was published in the Register Guard on May 31, 2015. The Community Center Fund has had difficulty with its cash balance over the last couple of years, due to seasonal revenue. On May 5<sup>th</sup> the Finance and Judiciary Committee recommended a one time transfer of \$10,000 from the State Revenue Sharing Fund to the Community Center Fund. The resolution would reduce appropriations by \$10,000 in the Website Upgrade line item and increase the transfer by \$10,000 to the Community Center Fund contingency line. The idea was that the contingency would not be touched and the transfer would bolster the Ending Fund Balance.

Councilor Hitchcock pointed out that the General Ledger report refers to the “Community Services Fund” and the resolution refers to the “Community Center Fund.” Director Crocker responded that the reference to the Community Services Fund was old language that needed to be updated; the resolution reference to the Community Center Fund was correct.

Mayor Cahill opened the public hearing.

**Public Testimony**

None.

**Questions from Council**

None.

Mayor Cahill closed the public hearing.

**B. Resolution No. 2 – A Resolution Adopting a Supplemental Budget for the Fiscal Year Commencing July 1, 2014 and Ending June 30, 2015 and Making Appropriations within the Community Center and State Revenue Sharing Funds.**

**MOTION:** Councilor K. Leach made a motion to approve Resolution No. 2, adopting the supplemental budget. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

**8. State Shared Revenue Resolutions**

Director Crocker reviewed that each year the Council was required to adopt the following resolutions, in order to receive State Revenue Sharing Funds.

**A. Resolution No. 3 – A Resolution Declaring the City of Junction City’s Election to Receive State Shared Revenues.**

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

**B. Resolution No. 4 – A Resolution Certifying the City of Junction City’s Eligibility to Receive State Shared Revenues Under ORS 221.760.**

**MOTION:** Councilor Hitchcock made a motion to approve Resolution No. 4. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**9. Creation of New Fund – Street System Improvement Fund**

Director Crocker reviewed that before the Council was a resolution to create a Street System Improvement Fund and this was first brought before the Council as part of the Fiscal Year 15-16 budget. The intent of this fund would be to maintain savings for street capital projects; the Street Fund would no longer include capital expenditures and would be used for operations.

Councilor DiMarco stated that this was a good sign that the City intended to fix some streets in the future, without levying a bond. He expressed his support for the resolution and appreciation to staff for tackling this.

**A. Resolution No. 5 - A Resolution Authorizing the Establishment of the Street System Improvement Fund.**

**MOTION:** Councilor Hitchcock made a motion to approve Resolution No. 5. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**10. 1<sup>st</sup> Street Water Line Project Pay Request**

Director Kaping reviewed that the original bid was \$159,420, and he negotiated \$8,200 worth of savings as requested by the Council. Unanticipated expenses included \$12,717 for additional paving per Lane County and a change order for a relief value of \$266.26. The Sanitation, Recycling, and Water Committee reviewed and recommended approval.

Mayor Cahill commended Director Kaping on getting the reduction.

**MOTION:** Councilor K. Leach made a motion to approve Pay Request #1 by H and J Construction in the amount of \$164,163.26. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

**11. 17<sup>th</sup> Avenue Sewer Line Project Pay Request**

Director Kaping reviewed that the original bid was for \$37,667 and the costs had increased, due to paving. The Sewer and Street Committee reviewed and recommended approval.

**MOTION:** Councilor Nelson made a motion to approve Pay Request #1 by H and J Construction in the amount of \$38,667.50. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

**12. Staff Reports**

Chief Chase reported: Travis Crosman has been hired as a Police Officer. Officer Crosman has worked as a Reserve Officer for five years, with over 1000 volunteer hours. He was in the training process and would hopefully attend the Police Academy in August. That brings the total to 9 officers, and the department is authorized to have 10. Neighborhood sector meetings are starting again and a Sector Three meeting would be held on Tuesday, June 16<sup>th</sup>.

Mayor Cahill thanked Chief Chase for the good work on the cruise. Chief Chase gave credit to Sergeants Markell and Miller and the department staff for their great work.

Mayor Cahill added that Public Works also did a wonderful job at the cruise.

Director Kaping reported: Public Works staff would be paving over the water line repair work on Bryant Street tomorrow. He introduced Jeremy Tracer, who was hired as the Public Works Superintendent on June 5<sup>th</sup>. Superintendent Tracer has worked for the City for nearly 8 years. Public Works would be doing curb painting this year and looking at future street repair projects.

Director Crocker provided a General Fund (GF) update. Personnel costs are at 80%, which is a good sign, and the Ending Fund Balance was \$2,089,000. The City received the final

IGA (Intergovernmental Agreement) from DOC (Department of Corrections) in the amount of \$153,000 and this will zero out the DOC Fund. The check included \$45,000 for administrative costs, which were not anticipated nor included in the budget estimated actual.

Planner Cogburn reported: TSP (Transportation System Plan) Task Force was working hard at obtaining answers to Council questions on the TSP draft and also looking at access management and trip counts. The Committee would be bringing a recommendation to the Council at the June 23<sup>rd</sup> Council meeting, and John Bosket from DKS would be answering questions at the June 16<sup>th</sup> TSP Task Force meeting at 9:00 a.m.

Director Boldon reported: The first annual JC3.1 run was held on Saturday and there were 45 participants. The pool has been hosting school and evening swims and would be open for summer use on June 15<sup>th</sup>.

Councilor K. Leach commended Director Boldon on doing a great job of organizing the run.

Administrator Knope distributed a draft City of Junction City newsletter for Council review. The intent would be to mail to the community with the utility bills on a quarterly basis and to provide information on what the City is doing. Facebook and Twitter accounts have been set up for the City and could be used as additional resources to get information out to the public. Council members expressed their support.

Administrator Knope thanked the Department Heads and Planner Cogburn for their good work on the budget and credited them and staffs' working as a team as contributing to what they were able to accomplish this year. The National Guard has offered volunteer man hours between June 1<sup>st</sup> and September 1<sup>st</sup> to assist the City with projects. Projects currently identified include painting Community Services Facilities and the old ground storage tank. He and Planner Cogburn are reviewing the City's population forecasts from Portland State University. The 20 year projection has decreased from the 2009 estimate of 13,000/14,000 to 8800. This will play a significant role in various plans, such as Water and Sewer Master Plans, Transportation System Plan, etc. and could be positive to the City overall.

### **13. Agenda Forecaster Review**

Administrator Knope reviewed the Council Agenda Forecaster, which included Current Business, New Business, Future Business, draft Agendas for the next two meetings, and the 2015 Council meeting calendar. Items on the draft agendas came out of committees or were regular business items that occur at this time of the year. The intent would be to have Council review at the 1<sup>st</sup> meeting of every month. Council members expressed appreciation for the forecaster.

Councilor Nelson thanked Administrator Knope for adding the Vista Dale discussion on the future items and asked when it would be coming to the Council. Administrator Knope responded it was planned for the July Council Work Session.

### **14. Councilor Comments/Questions**

Councilor Nelson shared that the School District was looking at purchasing property north of Oaklea Middle School. Planner Cogburn added that the City could look at the possibility of doing a code text amendment to allow schools in R3 zones.

The Council consensus was to discuss this at the June 23<sup>rd</sup> Council Work Session.

Councilor DiMarco shared that the Finance and Judiciary Committee had asked staff to look into what it would take to amend the code to allow management of food carts within the City limits. He expressed agreement with Dr. Rowe's comments on the budget and thanked Administrator Knope and staff for their impressive work on the budget amidst many distractions.

Councilor Christensen thanked everyone for their good work on the budget.

Councilor K. Leach expressed appreciation to staff and the Council for their good work.

**15. Mayor's Comments**

Mayor Cahill shared about a recent ATV accident that injured two local women and a recent drowning in the Columbia River. He noted that his thoughts were with these families, and he encouraged everyone to hold their families close, as a lot of things happen in life.

**16. Other Business**

Ms. Linda Van Orden, 94073 River Road, Junction City, stated that Chief Chase and Mayor Cahill had asked her to do research on the 1960 murder of Junction City Police Chief Woody Whetstone. Mr. Whetstone's family visited Chief Chase recently, and Ms. Van Orden provided newspaper articles. The family also has a box of items that they would be sharing with the City. Discussions have included putting up a memorial in the City. Ms. Van Orden added that she recently found the oldest photo of Junction City that she has seen of Front Street taken in 1882.

Mr. Matt Nelson provided additional information on the ATV accident and thanked Mayor Cahill for his comments.

**17. Adjournment**

As there was no further business, the meeting was adjourned at 7:41 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Michael J. Cahill, Mayor