

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 11, 2024 in the Council Chambers of City Hall, 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 John P. Gambee; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Chief, Mark Waddell; Public Works Director, Gary Kaping; Public Works Superintendent, Jeremy Tracer; Finance Director, Mike Crocker; 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 – May 14, 2024

MOTION: Councilor Thomas made a motion to approve the May 14, 2024 minutes. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

4. Public Comment on Items not Listed on the Agenda

- A. Follow-up from Staff on Previous Comments. None.
- B. New Comments from Public.

Brad King, 93592 Prairie Road, Junction City, announced that Bloodworks Northwest would be holding a blood drive on June 20, and he invited everyone to donate.

5. Public Hearing: Fiscal Year 2024-2025 Budget

Councilor Ceniga declared an actual conflict of interest, as her brother-in-law worked at Public Works. She recused herself and left the meeting.

A. Public Hearing

Mayor Wells opened the public hearing.

Staff Report

Director Crocker stated that this public hearing was for the adoption of the City of Junction City 2024-25 budget. The budget hearing notices were included in the packet as Attachment B and were published on May 22, 2024 in the Register Guard and on the City's website. The Budget Committee's approved budget was in Attachment C. A summary of the approved budget changes made by the Budget Committee was in Attachment A. He reviewed those changes:

Police Capital Fund - Increase of \$440,000 to Police Capital Fund from \$440,000 being transferred from General Fund Non-Departmental; General Fund Non-Departmental - Transferred \$440,000 to Police Capital Projects Fund and transferred \$139,500 to Parks Capital Fund; State Revenue Sharing Fund - Decreased Projects to be Determined line by \$58,000 and created new Line called Police Projects and allocated \$58,000; Parks Capital Projects Fund - Increase of \$139,500 to Parks Capital Projects Fund from \$139,500 being transferred from General Fund Non-Departmental; Sewer Fund - Decreased transfer to Sewer Capital Projects Fund by \$100,000, and increased contingency by \$200,000; Sewer Capital Projects Fund - Increased CEP Projects by \$300,000 and decreased System Improvements by \$100,000; Sanitation Capital Fund - Increased Loan Repayments by \$5,000 to reflect correct loan payment amount of \$135,000; Capital Projects Fund, Administration - Increased CEP Projects by \$50,000; General Fund Non-Departmental – General Resources. This reflected the General Revenue allocation percentage of the total for each department that received General Revenue. The amounts in total did not change, nor the amounts going to the departments did not change; Streets Capital Projects Fund - This reflected the same General Revenue changes as noted above. The amount of revenue going into that fund had not changed and was still \$273,000.

The adoption of the budget by Council authorized the assessment of taxes at the City's permanent rate of \$6.0445 per \$1,000 of assessed property value.

Public Testimony. None.

Questions from the Council

Mayor Wells noted that the Committees and Budget Committee had spent many hours going over the budget along with staff, so that was why there were no questions from Council.

Mayor Wells closed the public hearing at 6:40 p.m.

- B. Resolution No. 1 – A Resolution Adopting the Budget; Making Appropriations; Imposing the Taxes, and Categorizing the Taxes for Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025.

MOTION: Councilor Hancock made a motion to approve Resolution No. 1 Adopting the FY 2024-25 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 for the permanent rate tax levy, and categorizing taxes by tax levy. The motion was seconded by Councilor Washburne and passed by unanimous vote of those Councilors voting: Thomas, Washburne, Leach, and Hancock.

Councilor Ceniga returned to the meeting and Council dais.

6. Fire District Report

Fire Inspector Bob Trout reported: They started a Fire Inspection Program five years ago, to inspect/assist businesses with potential risks and hazards. Beginning January 1, 2025, the State Fire Marshall's office would require food carts that cook in their booths to have a fire suppression system which could run \$7,000 to \$10,000. He was working with local food carts on this. May statistics: 140 calls and 122 of those calls were EMS.

7. State Shared Revenue Resolution

Director Crocker presented the State Shared Revenue resolution, which was part of the state requirements for the City to receive State Revenues. The Budget Committee held a public hearing on April 18, 2024, and the Council held their public hearing on May 14, 2024. Total State Revenue Sharing this year was \$909,000 for the City. That was an increase of \$117,000 over last year.

- A. Resolution No. 2 – A Resolution Declaring the City of Junction City's Election to Receive State Revenues.

MOTION: Councilor Washburne made a motion to approve Resolution No. 2. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

8. Fiscal Policy for General Revenue Allocations

Director Crocker stated this was an acknowledgment by the Council of the change made by the Budget Committee on how General Revenues were allocated. The underlying fiscal policy would not change, as it did not get into the specifics of percentages for the departments. The only thing that changed was the percentages for each department based on the total instead of breaking out streets general revenue separately. The total amount for each department and the total funds in the budget did not change. Attachment B showed the General Allocations chart after the change and Attachment C showed the chart before the change.

MOTION: Councilor Leach made a motion to approve the General Revenue Allocation change as approved and forwarded by the Budget Committee. The motion was seconded by Councilor Hancock and passed by unanimous vote of the Council.

9. Budget Contingency and Appropriations Transfer Resolution

Director Crocker reviewed the transfer resolution, to take care of some year-end clean up in planning, police, and sewer. None of the changes would impact the budgeted ending fund balances.

Councilor Hancock asked if the department heads requested these changes. Director Crocker responded that he monitored the budgets for each department, so these were generally initiated by finance; however, there were times department heads would notify finance about grants coming in or financing/purchases of equipment.

Councilor Hancock shared that he would like to hear about why the changes were being made directly from the department heads, as there was a time that the department heads were 100% responsible for their budgets and that would instill confidence that the department heads were fully engaged in their budgets. Councilor Thomas added that made sense.

Mayor Wells noted that this showed the good fiscal responsibility that the City had done all year with these funds, as only slight adjustments were being made with funding already currently in the budget to cover all expenses.

A. Resolution No. 3 – A Resolution Transferring Contingency and Other Appropriations for the Fiscal Year Commencing July 1, 2023 and Ending June 30, 2024, within the General and Sewer Funds.

MOTION: Councilor Washburne made a motion to approve Resolution No. 3. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

10. **Springfield Jail Contract Renewal**

Chief Waddell presented the contract renewal for the City of Junction to use the Springfield Jail. City had used Springfield Jail since 2015. Changes: Fee increase from \$135 per day to \$144, and contract would be a two-year term through June 30, 2026.

MOTION: Councilor Leach made a motion to approve the Springfield Jail Contract renewal and authorize the City Administrator to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

11. **Removal of Bike Lanes**

Director Kaping stated that over the last several weeks, he and Administrator Knope had received multiple complaints about the bike lanes that had been installed on West 10th in the Rolling Meadows Subdivision and on West 15th in the Reserve Subdivision. Residents could not park in front of their homes because of the bike lanes without being cited by the Police Department for parking in a bike lane. Staff researched why the bike lanes had been put in, but could find nothing in the conditions of approval, etc. on why they were installed or that would prohibit the bike lanes from being removed. It was assumed that the previous planner had recommended having those bike lanes, as part of a county connectivity discussion with bike lanes on Oaklea Drive and other places in the county; however, the county did not follow through with those plans and the bike lanes on West 10th and West 15th did not connect to anything. The Public Works Committee reviewed on June 3, 2024 and recommended that this be discussed by the Council.

Director Kaping noted that there was funding in the Street Fund to remove these bike lanes, but they would not be able to get to that until the end of the summer. Administrator Knope noted that if the Council chose to remove the bike lanes, he thought that would be clear direction to the Police Department to hold off on issuing parking citations until the work was done.

Chief Waddell asked if they could remove the bike sign for now, so that it would no longer be a legal bike lane. Director Kaping responded yes.

Mayor Wells asked if there were any comments from the public.

Recorder Vodrup stated that Andrew Berry, 2479 W. 10th Avenue, Junction City, indicated that he was unable to have visitors at his home without them receiving parking violation notices. The bike lane started and ended in a dead-end neighborhood and there was no need for it being that this was not a main artery in Junction City. If it were a budgetary issue to remove the bike lane, the lines were already completely gone from in front of every residence on the street. He added that they had lived there for over a year, and it was just now becoming an issue.

Garrett Mason, 2489 W. 10th Avenue, Junction City, stated that he disagreed with the need for bike lanes, as they were on a dead-end street. He expressed his agreement with Mr. Berry's comments and appreciated the Council discussing this.

MOTION: Councilor Washburne made a motion to approve the removal of bike lanes on West 10th in the Rolling Meadows Subdivision and on West 15th in the Reserve Subdivision. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

12. **Sewer Treatment Plant Irrigation Valve**

Director Kaping presented the request to approve the irrigation valve that was being required for the upgraded Sewer Treatment Plant by DEQ (Department of Environmental Quality). The Public Works Committee reviewed on June 3, 2024 and recommended approval.

MOTION: Councilor Leach made a motion to approve the Sewer Treatment irrigation valve project in the amount of \$48,095.92 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.

13. Bailey Park Playground Equipment Purchase

Superintendent Tracer presented the request to purchase playground equipment for Bailey Park. Funding would come from the FY 24-25 Parks Capital Fund. Community Services and Development Committee reviewed on June 5, 2024 and recommended approval.

MOTION: Councilor Hancock made a motion to approve the purchase of the Bailey Park playground equipment in the amount not to exceed \$59,869.20 and authorize the Public Works Superintendent to sign the necessary documents. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

14. Tequendama Park Playground Equipment Purchase

Superintendent Tracer presented the request to purchase playground equipment for Tequendama Park. Funding would come from the FY 24-25 Parks Capital Fund. Community Services and Development Committee reviewed on June 5, 2024 and recommended approval.

MOTION: Councilor Ceniga made a motion to approve the purchase of the Tequendama Park equipment in the amount not to exceed \$26,737.03 and authorize the Public Works Superintendent to sign the necessary documents. The motion was seconded by Councilor Washburne and passed by unanimous vote of the Council.

15. Council Agenda Forecaster

Administrator Knope presented the forecaster.

Councilor Ceniga asked for Council input on removing Committee Reports from the Council agendas, as she wanted to let the department heads share items under their staff reports. Councilor Leach noted that many times what was discussed at committee was on a Council agenda, and staff did a great job of reporting. Councilor Hancock shared that the Council could bring up something under Councilor Comments/Questions if they had something. Mayor Wells added that Council members could also direct questions to staff under the Staff Reports.

The Council consensus was to remove Committee Reports in the months of July and August, to make sure everyone was happy with that. If the consensus was to go forward after that, staff would bring back the necessary documents to make that change.

16. Committee Reports

Public Safety Committee met on June 4, 2024. Councilor Ceniga reported:

- She would defer to Chief Waddell to make comments under Staff Reports.

Public Works Committee met on June 3, 2024. Councilor Washburne reported:

- Discussed many items on tonight's agenda and talked about well rehabs and vehicles.
- Public Works was doing hydrant flushing this week.

Finance and Judiciary Committee met on June 6, 2024. Councilor Leach reported:

- Many items were on tonight's agenda.

Community Services and Development Committee met on June 5, 2024. Councilor Hancock reported:

- Reviewed many things on tonight's agenda. Superintendent Tracer presented a concept to have a pool expansion plan developed for \$63,000. The Committee consensus was to do smaller projects that were more doable and affordable like a splash pad, which could be funded in the current budget and results immediately seen by the community. Councilor Hancock asked for Council feedback on if they would prefer to have the \$63,000 plan done or downsize that and do smaller projects one at a time.

Councilor Ceniga responded that she would love to see a splash pad, lazy river, and slide, and noted that if they did not start working on things now, they would never see things happen. Councilor Thomas stated that they expanded the pool area a couple of years ago, which was awesome, and every little bit helped. Mayor Wells noted that it would be good to do a smaller project so the citizens could see the results. He added that maybe that would also give an opportunity for citizens to provide feedback on what they would like and what the City could afford.

Councilor Hancock shared that there was nothing in the plan that Committee members did not love, but they could not get it done soon enough soon or ever at this point. He thought that immediate results by doing smaller, doable projects would provide a better environment for families and kids to play and enjoy themselves, while the City was working on the next phase of the plan.

17. Staff Reports

Chief Waddell reported: The department was doing a lot of hiring, transitioning, and training. New lateral sergeant from Florence started two weeks ago and a part time officer started last week. Hoped to soon pick up another lateral police officer; other agencies were assisting with firearms training; two members of VIPS (Volunteers in Police Service) were active at Function 4 Junction; assisted the feds with a warrant and arrest in town today; one of the sergeants did a traffic stop which led to the discovery and arrest of members in an organized retail theft group and recovery of \$6,000 of product from local businesses; and the PD would have a booth at the Scandinavian Festival this year for community relations, lost and found, etc.

Councilor Ceniga noted that she was happy to hear about the good and positive working relationships JDPD now had with other law enforcement agencies. Councilor Washburne thanked Chief Waddell for keeping the Council informed. Councilor Hancock thanked Chief Waddell for his involvement in the community, which meant a lot to everyone, and he asked about the new police cars. Chief Waddell responded that they had two cars on hold at Gresham Ford, and this purchase would come before Council on June 25th. Mayor Wells expressed his appreciation to Chief Waddell on his community involvement and noted that the Chief set the example for the rest of the department to follow.

Director Kaping reported: Public Works was flushing hydrants this week; 8th and Deal Well was back online; Instead of going to 5th and Maple, they went to 3rd and Cedar because they were flushing and did not want to take 5th offline; the 3rd and Cedar raw waterline was going well; Bailey Well work was moving along; and both new garbage trucks had been received and were in service.

Director Crocker reported: Finance was busy with budget follow-up and municipal judge and auditor RFPs (Request for Proposals).

Councilor Hancock asked how Director Crocker advertised the RFPs. Director Crocker responded that for the auditor, he obtained a list of all auditors licensed in the state and for the judge, advertisements included the Oregon State Bar and Lane County Bar associations.

Superintendent Tracer reported: Doing maintenance and mowing in parks; school swims had occurred at the pool; he clarified that the \$63,000 was for the design of the pool expansion and the pool expansion work itself would include some big numbers. Since the Community Services and Development Committee meeting, he had been working with a couple different companies to look at splash pad designs and would take that to the next Committee meeting.

Councilor Washburne asked how many lifeguards they had this year. Superintendent Tracer responded that he did not know the exact number, but Community Center Coordinator Shelli Jenkins had said the pool was fully staffed.

Attorney Connelly reported: They were doing a lot behind the scenes, and she would provide the annual City Attorney report on July 9th.

Councilor Hancock asked if the results would be known later this month on the Grants Pass case that went before the US Supreme Court. Attorney Connelly responded that it could be this month or next. Some were anticipating that they would rule that it was not cruel or unusual punishment to enforce restrictions on public spaces. Attorney Connelly noted that even with such a ruling, that would not change Oregon Enforcement, as that was governed by ORS 195.530. She would update the Council, as soon as she heard anything on this. Councilor Thomas noted that the City had an ordinance on this. Attorney Connelly responded yes, and the City had code language that allowed the City to enforce restrictions on public places (sitting, sleeping, and keeping warm) because the City had other public places that were available for unhoused individuals. She would not recommend any changes to the City's code, unless the legislature changed the law in 2025 or at another time in the future.

Recorder Vodrup reported: Administration was always busy doing a lot of things in the background to support all of the departments, staff, Council, and citizens. She added that it was staffs' pleasure to serve, and she was happy to answer any questions anyone might have.

Mayor Wells thanked Recorder Vodrup for all that she did.

Administrator Knope reported: The City sent its comment to DEQ regarding the MAO; the drawings had been received for the Community Center remodel and they would start the process for building permits. Would be ready to go out for bid in the next couple of weeks and those would go through Committee; and things were getting finalized at the new City Hall and anticipated making the official transition around the festival.

Mayor Wells thanked Administrator Knope for the good weekly updates.

18. Previous Month's Expenditures. None.

19. Councilor Comments/Questions

Councilor Hancock thanked everyone for their work. He was glad they were through the budget and appreciated all the work on that.

Councilor Leach thanked the whole staff and appreciated how staff provided good information on exact costs, etc., which helped the Council make good decisions. She thanked Administrator Knope and Recorder Vodrup for all they had done and noted that she was pleased about getting through the budget.

Councilor Ceniga thanked everybody for their specific roles to make sure the City ran and operated like it does, as it took everyone working together. They had made a lot of process as a Council, and she remembered the first day she sat on the Council dais and had no idea what she was doing. The Council were the ones that voted, but staff were really the ones that did all of the work and brought the Council the information to make it happen, which she appreciated. There was a lot of work that people did not see that was being done, and she expressed thanks for that good work.

Councilor Washburne noted that he liked to see how all the pieces were coming together really well and that they were working together as a team. He saw on the Community Connections Facebook page that the drawings for the new Dairy Queen had been posted. He thought it was a great idea to move the Dairy Queen off of Ivy Street.

Councilor Thomas thanked everybody for their work. She thought the Council supported each other and staff and worked good together as a team to do what was right for the City.

20. Mayor's Comments

Mayor Wells thanked Council President Leach for leading the meeting while he was gone. He would have a Zoom meeting with Judge Wiese this Thursday, per her request, and would report back to the Council. He appreciated the Councilor comments on how they were accomplishing things, working together with respect, and what they had learned from the first meeting they sat at the Council dais until today. That had taken a lot of hard work by everybody, and they worked together as Council and staff for the right end goal and what was best for the City.

21. Adjournment

As there was no further business, the meeting was adjourned at 8:10 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Kenneth Wells, Mayor