



June 15, 2017  
City Council Regular Session  
Willamette Activity Center, Rm 8  
47674 School Street  
7:00 p.m.



# MINUTES

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## 1.0 CALL MEETING TO ORDER / PLEDGE OF ALLEGIANCE

Council Present: Jim Coey, Mayor  
Judy Rowland  
Gary Carl, Council President  
Josh McMillin  
Barry Taylor (absent)  
Paul Forcum  
Kathy Holston

Staff Present: Louis Gomez, City Administrator  
Mike Hansen, Fire Chief  
Jackie Taylor, Assistant Planner  
Susie LaDuke, Finance Director/City Recorder  
Kevin Martin, Police Chief (absent)  
Rick Zylstra, Assistant to the City Administrator

## 2.0 PUBLIC COMMENT

None

## 3.0 MAYOR AND COUNCIL COMMENTS

Mayor Coey and Councilor Carl attended the Lane ACT meeting, Councilor Carl spoke at the public comment and the Mayor gave a presentation on our community. He spoke about our proposal to CMAQ, Councilor Carl spoke about the Crater Lake sign. There was conversation later on about the Crosswalk. The Transportation Bill was presented about ten days ago and there is already 39 amendments to it, Mayor Coey thought it was a good and reasonable plan. Because of the DKS Study, ODOT has actually gone ahead and made a request for funding for a passing lane West of Oakridge so Oakridge is not so much of a passing lane.

Mayor Coey went to Salem and testified for House Bill 2725 which is the funding side of our air quality bill.

Councilor Carl to followed up on the signage issue, it struck him about six to nine months ago that travelers from the North don't really have any directional signage indicating that they can get to Crater Lake National Park by following Highway 58, right now they have to go all the way to Roseburg before they see a sign. He has a couple of businesses here in Oakridge and a lot of his business is from people visiting Crater Lake, so that got him thinking that it would be nice to have some directional signage on the Highway. There have been a number of road blocks that have come up, but perseverance pays off, he has written to Senator Wyden and Congressman DeFazio and various people. A few weeks ago we sent him to the Governor's Conference on Tourism and while there he ran into the Superintendent of Crater Lake National Park, Craig Ackerman, he told him he was trying to get directional signage to Crater Lake from Highway 58. Mr. Ackerman said the question he gets asked most often is how do you get to Crater Lake National Park? He said he always tells people to take Highway 58. Councilor Carl said he realizes that it's not going to make all that much difference really because most people who are going someplace these days take out their iPad and ask Siri "how do I get there?" It is not going to unlock the golden door, but it is one more thing that is important for Oakridge to have some directional signage. Councilor Carl thinks it can be a brown sign since it's for a National Park instead of a green sign. He thinks the Highway regulations allow for a different kind of signage, a different color.

Mayor Coey said one of the issues they've had is removing the Central Oregon signs that are out there. Paul Thompson from LCOG told them last night that he talked to Central Oregon and Bend and different organizations and agencies that would be making these decisions and there is no one around that even exists anymore that was part of that sign choice. They said they don't need it, they said they have enough going on here. It's getting better and better, we will just keep plugging at it.

#### **4.0 ADDITIONS, CORRECTIONS, OR ADJUSTMENTS TO THE AGENDA**

None

#### **5.0 CONSENT AGENDA**

**Motion:** Councilor Rowland moved to approve the consent agenda. Councilor McMillin seconded the motion.

J. McMillin (Aye), P. Forcum (Aye), J. Rowland (Aye), Mayor Coey (Aye), K. Holston (Aye), G. Carl (Aye).  
Motion carried 6-0

#### **6.0 ADMINISTRATIVE SERVICES**

##### **6.1 City Administrators Report**

Louis wanted to ask the Council about skipping the first meetings in July, August and September. We normally skip the first meetings in July and August.

Councilor Carl asked why he is asking this?

Louis said it is to give people the opportunity to take time off.

Councilor Holston said she prefers to do only July and August and not September.

**Motion:** Councilor Holston moved that the City Council does not meet the first weeks of July and August 2017 and only meet once during those months. Councilor Carl seconded the motion.

P. Forcum (Aye), J. McMillin (Aye), Mayor Coey (Aye), G. Carl (Aye), J. Rowland (Aye), K. Holston (Aye).  
Motion carried 6-0

The Highway 58 Crosswalk Project – The project will be advertised tomorrow in the different contractor websites where they post Requests for Proposal. They will be opening bids on July 13, 2017 and they will review them. This will work out because we should have them ready for review from the Council at our meeting on the 20<sup>th</sup>.

Water Project- We had a pre-bid consultation meeting for any contractors who wanted additional information prior to the close of the bid period, it closes on June 30<sup>th</sup>.

LTD- There has been a lot of scuttle on Facebook about this. The City and Staff have been in the middle of this, we have had our fingers in it from the beginning. There are contractors that have bid, MTM is the contractor that is taking the Ride Source piece and they do not want to do the Diamond Express. The Diamond Express is being bid out separately, for us to continue to get information we had to say we had some interest to at least look at it. Louis put an email in because he wanted to hear the bid requirements. Once he gets the information back he will see if it's something we could administer.

The Community Events Center- Louis finally received a draft of our initial message, a ten to fifteen minute presentation draft and a draft citizen's survey from the consultant. Louis will send this out to everybody tomorrow and we will try to set up a meeting. He will ask Councilor Carl and Councilor Holston to help him divide and conquer if we have to do a couple different meetings.

OIP Office- The office is empty, it's the first time it's been empty in at least 25 years. The contractor is completing the project, it's looking pretty good. He may ask a question to the council in regards to this at the work session.

Reminder for council work session on June 24<sup>th</sup> from 9:00 A.M. to 4:00 P.M. ODOT is on the agenda and I and I funding options. The Mayor and Louis will sit down and figure out what else to add to the agenda and if you have anything let him know.

## **6.2 City Recorder Finance Report**

Susan passed out copies of the Mayor and Council approval report, a statement of revenues and expenditures and the daily cash spreadsheet for the daily reconciliation for the month of May.

**Motion:** Councilor Holston moved to approve the City Recorders Financial Report as presented. Councilor Rowland seconded the motion.

G. Carl (Aye), Mayor Coey (Aye), K. Holston (Aye), P. Forcum (Aye), J. McMillin (Aye), J. Rowland (Aye).  
Motion carried 6-0

## **6.3 09-2017 Resolution declaring the City's Election to receive State Revenues**

**Open Public Hearing – 7:25 P.M.**

**Statements in Favor- None**

**Statements against-None**

**Statements in General-None**

**Close Public Hearing- 7:26 P.M.**

**Council Discussion**

Louis said this requires council approval, we go through this every year. The State Revenue Sharing money is a significant part of the City's budget, roughly \$100,000 or so. The Department of Administrative Services is responsible for certification of Cities for State Shared Revenues.

**Council Decision**

**Motion:** Councilor Forcum moved for the adoption of Resolution 09-2017 declaring the City's election to receive State Revenues. Councilor McMillin seconded the motion.

K. Holston (Aye), Mayor Coey (Aye), G. Carl (Aye), P. Forcum (Aye), J. Rowland (Aye), J. McMillin (Aye).  
Motion carried 6-0

**6.4 10-2017 Resolution Adoption of the FY 17-18 Budget and imposing and Categorizing Taxes**

**Open Public Hearing – 7:28 P.M.**

**Statements in Favor-** Councilor Holston thanked Susan, she did a great job, this is so confusing and she appreciates her patience as well as her complete explanations.

**Statements against- None**

**Statements in General- None**

**Close Public Hearing- 7:28 P.M.**

**Council Discussion**

Susan said they had a couple of changes that they would like the council to make. The first change is the Woodstove Replacement Fund, there is a study with Oregon Solutions that we thought was going to take place this year, but it is not going to take place until next fiscal year. Susan explained to the council the changes she made for this.

The next change is on the Water Bond Debt Service, we transposed a number on this one and Susan corrected it.

The final change is in the Water Fund, we have an increase to the beginning fund balance, that increase is the result of her taking from page 24 from the current adopted budget for this fiscal year, the third column in, we had an expenditure for tank seven under debt service, that money was to be set aside and it wasn't

meant to be expensed out because we need to hold so much money when we are going to do something like this. This was a miscommunication between Louis and Susan, it was supposed to go in savings.

Councilor Rowland asked about the \$128,000, is that part of what we have to have for the two year payment in the reserve for when we have to start paying it back.

Susan said yes, that is what gets us there, that is why the money is sitting there.

### **Council Decision**

**Motion:** Councilor Rowland moved that we approve Resolution 10-2017 adopting the FY 2017-2018 budget in the amount of \$9,235,193 and making appropriations and imposing and categorizing taxes. Councilor Holston seconded the motion.

Councilor Carl asked Susan if anyone else checked her work?

Susan said that Louis and Summer both review it also.

P. Forcum (Aye), J. McMillin (Aye), G. Carl (Aye), J. Rowland (Aye), Mayor Coey (Aye), K. Holston (Aye).  
Motion carried 6-0

### **6.5 Resolution 11-2017 Transferring Funds between Funds for Appropriate Fiscal Balance Of expenditures.**

Louis said this document is the shortest transfer he has done in the five years while doing this job.

Councilor Holston asked if that was a good thing or a bad thing?

Louis said it is a good thing, you are not having to look at five pages of this. There were some changes in budget laws, at one time you had to ensure that your Personnel, Materials and Services and Capital Outlay had to balance. Now they have changed it and you add all three together and as long as you haven't overspent the total of the three categories you are not required to do this anymore. The General Fund is the only one that needed a little work.

Louis said the Building Plan/Professional Services had quite a jump, what that means is we have had a lot of activity with building permits and those pieces. We haven't had a jump like this in a long time. The more activity there is, the more we have to send to the Building Department.

**Motion:** Councilor Holston moved that we adopt Resolution 11-2017 authorizing the transfer of FY 16-17 budget appropriations within funds for appropriate fiscal balance. Councilor McMillin seconded the motion.

G. Carl (Aye), K. Holston (Aye), J. McMillin (Aye), J. Rowland (Aye), Mayor Coey (Aye), P. Forcum (Aye).  
Motion carried 6-0

## **7.0 COMMUNITY SERVICES**

### **7.1 Repeal Ordinance 895 and Ordinance Establishing the Parks, Trails and Trees Board**

**Motion:** Councilor McMillin moved that we read Ordinance 925 an Ordinance to repeal Ordinance 895 an Ordinance establishing the Parks, Trails and Trees Board by title only. Councilor Rowland seconded the motion.

K. Holston (Aye), P. Forcum (Aye), Mayor Coey (Aye), G. Carl (Aye), J. Rowland (Aye), J. McMillin (Aye).  
Motion carried 6-0

**Motion:** Councilor McMillin moved that we adopt Ordinance 925 an Ordinance to repeal Ordinance 895 an Ordinance establishing the Parks, Trails and Trees Board in one meeting. Councilor Forcum seconded the motion.

P. Forcum (Aye), J. Rowland (Aye), J. McMillin (Aye), Mayor Coey (Aye), G. Carl (Aye), K. Holston (Aye).  
Motion carried 6-0

Councilor McMillin read the Ordinance by title only.

## **7.2 Resolution 12-2017 A Resolution Creating the Parks and Community Services Committee**

Louis said this has been discussed over time, this will combine the Parks, Trails and Trees Board and the Community Services Committee.

**Motion:** Councilor McMillin moved we adopt Resolution 12-2017 A Resolution creating the parks and Community Services Committee. Councilor Forcum seconded the motion.

G. Carl (Aye), J. Rowland (Aye), K. Holston (Aye), P. Forcum (Aye), J. McMillin (Aye), Mayor Coey (Aye).  
Motion carried 6-0

## **8.0 POLICE SERVICES**

None

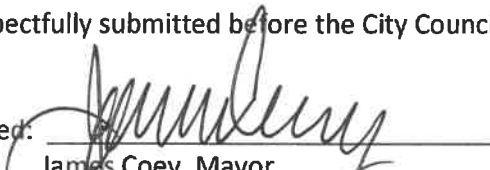
## **9.0 EMERGENCY SERVICES**

The Fire Department had a live fire training on June 5<sup>th</sup>, 2017 and everything went well, they were able to identify some training opportunities that will work on in the near future.

## **10.0 REPORTS FROM BOARDS AND COMMITTEE**

Adjourn meeting 7:51 P.M.

Respectfully submitted before the City Council July 20, 2017

Signed:   
James Coey, Mayor

Signed:   
Susan LaDuke, City Recorder