

City of Falls City
City Council Special Meeting Minutes
July 22, 2019 6:00 PM
Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Council Present: Jennifer Drill, Tony Meier, Cliff Lauder, David Radke. Councilor Lori Jean Sickles arrived at 6:10 PM.

Staff Present: Mac Corthell, City Manager; Jamie Ward, City Clerk.

1) Call to Order

Mayor Gordon called the meeting to order at 6:02 pm.

2) Roll Call

Clerk Ward took roll call. Councilor Dennis Sickles was absent

3) Pledge of Allegiance

Mayor Gordon led the pledge.

4) Motion to adopt the entire Agenda

A motion was made by Councilor Radke and seconded by Councilor Drill to adopt the entire agenda with the amendment, that New Business item a. to be moved to the front of the agenda. Motion carried 5-0-0-1 Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Laude, David Radke

5) Recognition

a. City of Albany and the Albany fire department

The City of Falls city sent a certificate of appreciation to the City of Albany and the Albany Fire Department. More specifically, Shane Castle a former Falls City Firefighter and Paramedic. It was with Shane's guidance that Falls City was granted ten (10) "Life Saving" air packs. The air packs cost approximately \$2,500.00 apiece when new for a total cost savings of approximately \$25,000.00.

b. North Santiam Paving Co.

The City of Falls City gave a Certificate of appreciation to North Santiam Paving Co. for work beyond the call of duty, while performing paving overlays of multiple streets in Falls City.

6) New Business

a. Public Hearing: Resolution 20-2019 CBDG Housing Rehabilitation Grant

City Manager Corthell introduced Diana Cvitanovich and her role with Polk CDC. City Manager Corthell explained what CDC does and how it will work for our Community and surrounding areas. Polk CDC is a non-profit HUD that provides different kinds of resources to the community that helped develop it, such as housing rehab grants. They also manage a Fall City specific fund that is strictly for Falls City residents. We have been a consistent sider in memorandum of understanding surrounding this and each time an individual City takes the reins they serve as the grantee. With all of the changes in the way things are being run in our city government and because of well defended guiding and nurturing our partnership with Polk CDC, Falls City has been asked to take the lead as Grantee for the upcoming CBDG Housing Rehabilitation Grant. City Manager Corthell explained that these grants would be assessable to lower Income, owner occupied, single-family homes for all of Polk County. The output for this is about an hour of City Manager Corthell's time each month. All other resource implications would be that in doing this it would cost the City two preference points for our next CBG Grant however; those two points

would be recouped in experience points by managing the Grant so Falls City would have the same amount of preference points in the end.

Public Hearing opened at 6:18PM

MS. Cvitanovich read the public notice into the record and provided a brief explanation regarding the CBDG housing rehabilitation (HR) Program (*see attached Notice*).

Public comments

Steve and Peggy Carter, Waymire Rd. Dallas are very interested in applying for a grant to bring their septic tank up to standard when funds are available. Ms. Cvitanovich responded that grant funds are still available through the 2018/2019 CBDG grant fund housed out of the City of Independence.

Wes Richardson of Falls City wanted to know when the deadline is for this Grant.

Ms. Cvitanovich answered that after this meeting if there is a Resolution passed by council that the application is due by the end of September. The program will begin in 2020. Mr. Richardson said that he knew many people that could benefit from this grant and was excited about sharing the news to them.

Mayor Gordon disclosed that he is on the Polk CDC board and that he will not be involved in oversight of the project, will not benefit from it, and will not sign disbursement requests or invoices. He will serve on the Board as a public service. He will also recuse himself from vote on whether or not to apply.

The Public Hearing closed at 6:28PM

Councilor Drill asked Cvitanovich how much of the \$400,000 goes to Polk CDC? Ms. Cvitanovich answered that an award to Falls City and prior to any HR activity Polk CDC will enter into a sub-grant agreement (contract) with Falls City (the grantee) wherein Polk CDC will administer the grant, prepare the Environmental Assessment and Review Record (ERR) which is approved by the Certifying Officer (CO) prior to submittal to IFA and manage the program over the two-year period of housing rehabilitation activity. Polk CDC receives \$25,000 for Administration, \$15,000 for preparing the ERR and conducting the environmental assessment throughout the two year period, and \$75,000 for managing the program which includes working with program applicants through the entire process.

A motion made by Councilor Lauder and Seconded by Councilor Meier that the City Council of the City of Falls City adopt Resolution 20-2019, A RESOLUTION AUTHORIZING THE CITY MANAGER TO: APPLY FOR THE 2019 CBDG HOUSING REHABILITATION GRANT, PARTNER WITH POLK CDC AS SUBGRANTEE, AND SERVE AS THE CERTIFYING OFFICER FOR THE GRANT. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, David Radke.

- b. Resolution 21-2019; A Resolution authorizing the City manager to Apply for the 2020 special city allotment grant to fund improvement of bridge street and chamberlain street. This Resolution was moved to the end of the meeting after the work session.

7) Work Session

- a. Revenue Project

i. Revenue shortfalls

The one hundred and fifty thousand dollar (\$150,000.00) gap in revenues is due in large part to the passage of Property Tax Measure's five (5) and fifty (50), and the loss of timber revenues due to a series of measures. Those included with our 2.92 frozen tax rate has not helped the City's financial situation. City Manager Corthell brought in a chart from the City of Salem Alternate Revenue Options to show how shortfalls are in every city and to give a bigger picture of more options we could use for our advantage.

Councilor Drill asked what kind of revenue we could gather from Weyerhaeuser for driving through our streets. City Manager Corthell said that is a great idea to look in to and they should be paying for the use of our two major access roads.

Councilor Radke asked about any available grant funds. City Manager Corthell said that there are a few for law enforcement for instance but because of a legal matter, those have been put on hold. Mayor Gordon added that we are already supplementing with Grants a lot and that we need to find a more permanent solution.

Councilor Lauder asked are most of these additional taxes or fees, to help gap this short fall. In addition, if so do we ask the Community to take the added tax or do we as a Council make the added tax mandatory? How much thought has been put into our fire department joining Southwest Polk, dollar wise not management wise? City Manager Corthell answered from dollars prospective it would be a benefit for the department but that it is hard to say management wise. Dollar wise it would be additional funding. The problem is that there is a lot of change going on and that creates a lot of turmoil now. City Manager Corthell stated that would be a long conversation that takes years to develop Mayor Gordon suggested we table the discussion on fire for now and talk more on the City operation fee. City Manager Corthell explained that a City operating fee is a general fund fee used for City operations and that it would come as a tax to the residents. Other fees such as transportation fees, stone water, and public safety fees are commonly on utility bills. Those are for a specific purpose. Councilor Lauder asked how the City would get that money. City Manager Corthell stated that is something Council would enact but Council needs to keep in mind that many people could see this as taxation without representation. Council decided to continue discussion on this in the next couple of meetings along with bringing the budget committee in with comments and or suggestions.

ii. Sewer Rate Discussion

City Manager Corthell is only that we have a \$50 K deficit there and eventually the rest of the city will have to foot that bill. As of now, what we would need is a twenty dollar and fifty cent (\$20.50) monthly increase to close that gap. City manager Corthell is hoping council will direct him to a rate structure analysis, so he can do some research with surrounding Cities. City Manager Corthell also stated that we need to look into how septic pumping is being billed and grasp a better process on that.

A motion made by Councilor Drill and Seconded by Councilor L. Sickles that the City Council of the City of Falls City direct City Staff to conduct a rate adjustment study related to pumping costs. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, David Radke

iii. System Development Charge Reminder

City manager Corthell asked council to Preview the SDC material and develop questions, comments for the next meeting.

- b. Resolution 21-2019; A Resolution authorizing the City Manager to Apply for the 2020 special city allotment grant to fund improvement of bridge street and chamberlain street.

City Manager Corthell explained that it is next year’s allotment grant for one hundred thousand dollars (\$100,000.00). The PW committee and Don Poe, Public Works Supervisor spoke about repaving Bridge Street and Chamberlain Street. A brief explanation of why we keep paving already paved streets is that it costs more to replace a street that has been paved rather than to just do an overlay on a gravel St. An already paved street has to be ripped out and repaved.

A motion made by Councilor Drill and Seconded by Councilor L. Sickles that the City Council of the City of Falls City adopt Resolution 21-2019, A RESOLUTION AUTHORIZING THE CITY MANAGER TO: APPLY FOR AND ACCEPT THE 2020 SPECIAL CITY ALLOTMENT GRANT TO FUND IMPROVEMENT OF BRIDGE STREET AND CHAMBERLAIN STREET.

Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, David Radke

8) Old Business

- a. Franchise & Right of Way Ordinance Development

City Manager Corthell suggests that we should go with a Master Utility Right of Way Ordinance and the reason for that are that it is a much more user-friendly policy for staff.

A motion made by Councilor Drill and Seconded by Councilor Meier that the City Council of the City of Falls City directs City Staff to work with the City Attorney to draft a Master Utility Right of Way Ordinance and develop policy and procedure to administer it. Motion carried 5-0-0-1. Ayes: Lori Jean Sickles, Jennifer Drill, Tony Meier, Cliff Lauder, David Radke

9) Late Additions

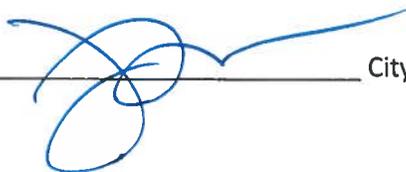
None

10) Adjourn

The meeting adjourned at 7:40 pm.

 _____ Mayor, Jeremy Gordon

Attested:

 _____ City Clerk, ~~Jamie Ward~~ Jotanna Buro