



City Council Minutes October 7, 2024

1. CALL TO ORDER

Meeting Called to Order at 6:01 pm

2. ROLL CALL

Council Present: Mayor Rosacker, Councilor Carmon, Councilor Kilburg, Councilor Yarnell-Hollamon, Councilor McBride, Councilor Wheatley, Councilor Cloyd

Staff Present: City Manager Will Worthey, City Recorder Rachel Thomas, City Attorney James Walker, Public Works Director Russ Thomas, Chief of Police Jeff Kosmicki, Finance Director Kady Strode, Officer David Brooks, Billing Specialist Robyn Nance, Records Coordinator Melissa Morris.

3. PLEDGE OF ALLEGIANCE

4. CITY MANAGER'S REPORT

4.1. September Narrative Report

i RCA: City Manager Report ii
Presentation

City Manager Will Worthey gave a report regarding the monthly events for September, highlighting the activities of each department.

Councilor Kilburg asked a few clarifying questions regarding:

- The date we begin the biennial budget process, Kady Strode answered that it would begin July 2025.

- Verifying that the new police armored vehicle costed the city nothing and was based on a grant, this was verified by Mr. Worthey who indicated that a few hundred dollars were spent on maintenance but the vehicle itself did not cost the city anything.
- How many boxes the recorder's department will be sending out for digitization, City Recorder Rachel Thomas verified that at least another 200 boxes are in the archives and about 100 of those will be sent.
- If any other departments received help from the George Fox Serve Day Students, staff responded that they were not aware of any other departments receiving help.

5. PUBLIC COMMENTS

No public comments were received.

6. NEW BUSINESS

6.1. Utility Billing Policy Update

i RCA: Utility Billing Policy

ii Presentation

Finance Director Kady Strode gave a presentation on the proposed changes to the Utility Billing Policy which would update the policy for the first time since 2013. There are changes to new accounts, extensions, shut-off days/hours and special exceptions to shut-offs. Other changes to this policy include the policy for closing accounts for rentals, payment plans extended to 24 months rather than 3, medical waivers, and liens for exceptional circumstances.

Councilor Yarnell-Hollamon asked for some clarification on the rental account policy.

Mayor Rosacker asked how the billing department will know who is a renter or owner? Kady Strode answered that the paperwork that is given for new accounts will specify that information.

Rosacker asked how many shutoffs the City does in a month, and this last month is was 43 shutoffs which is under 1% of the total accounts.

6.2. Financial Strategic Plan and Planning

i Presentation

Will Worthey gave a presentation on his financial strategic plan focusing on the long-term goals and policy decisions that need to be made.

City Manager Worthey re-iterated that this is the beginning of the information and he will bring more information at further meetings as staff works through each of these issues.

7. CONTINUED BUSINESS

7.1. ARPA Reallocation

i Attachment 1. ARPA GL

City Manager Will Worthey gave a quick presentation on the ARPA Funds and proposed the following for the ARPA closeout Projects:

Step one to inform the two remaining projects that the funds will be re-directed as their projects are incomplete (and at this stage not capable of completion). These funds will be rededicated to other projects listed in this motion.

Step two to give spending authority to dedicate the remaining ARPA funds to a list of small capital projects for the good of the city and its residents listed in this motion.

City Council asked the City Manager to look into recovering the lost \$250,000 in ARPA funds given to the North Valley Friends Church, and what that would entail.

Council discussed the possible uses of these funds, looking at the timeline to use these funds and the projects projected.

Council made a motion to have city staff carry out the two listed ARPA Close Out Actions authorizing the listed Expenditures.

Motion: Councilor Wheatley

Second: Councilor McBride

Yes: 6

No: 1 (Councilor Kilburg)

Motion Passed 6 to 1.

It was noted that Council had no concerns about using any possible leftover funds towards the Geotech exploration of the water treatment plant to honor Councilor Kilburg's requests.

8. COUNCIL BUSINESS

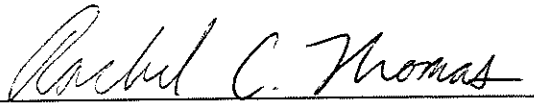
No additional business was discussed.

9. ADJOURNMENT

Meeting was adjourned at 7:42 pm.

A handwritten signature in cursive script, appearing to read "Bill Rosacker", written above a horizontal line.

Bill Rosacker, Mayor

A handwritten signature in cursive script, appearing to read "Rachel C. Thomas", written above a horizontal line.

Rachel Thomas, City Recorder