

Notice of Public Meeting City Council Meeting

AGENDA

CITY OF FALLS CITY, OREGON

Meeting Location: 320 N Main Street, Falls City, Oregon 97344

Friday June 29, 2018 1:30 p.m.

Posted on June 28, 2018 at 12:30 p.m.

1. Call to Order

- a. Roll Call: Jeremy Gordon, Mayor _____ Dennis Sickles _____ Lori Jean Sickles _____
- b. Jennifer Drill _____ Tony Meier _____ Charlie Flynn _____ Clifford Lauder _____

2. Pledge of Allegiance

3. Motion to Adopt the Entire Agenda

4. **Public Comments** Citizens may address the Council or introduce items for Council consideration on any matters. Council may not be able to provide an immediate answer or response, but may direct staff to follow up on any questions raised. Out of respect to the Council and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.

5. New Business:

- a. Resolution 14-2018: 2018-2019 budget adoption amended
 - i. Agenda Report pg. 1
 - ii. Exhibit A Resolution 14-2018 pg. 2-3
- b. Resolution 15-2018: MWVCOG Planning Contract Renewal
 - i. Agenda Report pg. 4
 - ii. Resolution 15-2018 pg. 5
 - iii. MWV-COG Contract..... pg. 6-8

6. Council Announcements

- a. Next regular Council Meeting, July 19, 2018 6:00 pm.

7. Adjourn

The City of Falls City does not discriminate in providing access to its programs, services, and activities on the basis of race, color, religion, ancestry, national origin, political affiliation, sex, age, marital status, physical or mental disability, or any other inappropriate reason prohibited by law or policy of the state or federal government. Should a person need special accommodations or interpretation services, contact the City at 503.787.3631 at least one working day prior to the need for services and every reasonable effort to accommodate the need will be made.

AGENDA REPORT

TO: COUNCIL
FROM: CITY MANAGER, MAC CORTHELL
SUBJECT: BUDGET ADOPTION AMENDMENT
DATE: JUNE 29, 2018

SUMMARY

Oregon Local Budget Law requires cities to adopt a balanced budget in order to spend public resources. This Council adopted such a budget on June 14, 2018, however the resolution adopting the budget and levying taxes (12-2018) failed to account for the levying of the Fire Levy passed by the Falls City voters May 15, 2018. This resolution (14-2018) is exactly the same as the original (12-2018), except that it also accounts for the Fire Levy.

BACKGROUND

The Falls City Budget Committee comprised of 6 residents and the City Council including the Mayor met to receive the budget message and deliberate on the proposed budget. The Budget Committee approved the budget and recommended it to the City Council for adoption. As a part of this process cities are required to hold 2 public hearings on State Revenue sharing to receive comments and requests from the public on the use of shared revenues, these took place on April 19, 2018 and June 14, 2018.

PREVIOUS COUNCIL ACTION

The members of the Budget Committee recommended the budget for adoption. As members of the Budget Committee the City held the first State Revenue Sharing public hearing at the Budget Committee Meeting on April 19, 2018. The City Council adopted the budget and held the second State Revenue Sharing public hearing on June 14, 2018.

ALTERNATIVES/FINANCIAL IMPLICATIONS

Failure to adopt the amended resolution (14-2018) by July 1st would cause the voter approved Fire Levy not to be enacted and the taxes not assessed.

STAFF RECCOMENDATION

Staff recommends the City Council adopt resolution 14-2018.

EXHIBIT

A) Resolution 14-2018 Fiscal Year 2018-2019 Budget superseding Resolution 12-2018.

PROPOSED MOTION

I move the City Council of the City of Falls City approve Resolution 14-2018 appropriating property taxes at the rate of \$2.9202 per \$1,000 of assessed value, Fire Levy at the rate of \$1.00 per \$1,000 of assessed value, and adopt the Fiscal Year 2017-2018 budget in the amount of \$2,504,500.00.

RESOLUTION 14-2018

A RESOLUTION OF THE CITY COUNCIL OF FALLS CITY, OREGON DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES, ADOPTING THE BUDGET, MAKING APPROPRIATIONS, AND LEVYING TAXES FOR THE CITY OF FALLS CITY, OREGON FOR FISCAL YEAR 2018-2019

Findings:

1. There is a need to elect to receive state revenues in order to receive them.
2. Oregon Local Budget Law requires a budget be adopted in order for the City to expend public funds.
3. The Falls City Budget Committee has approved the budget and referred it to the City Council for adoption.

NOW THEREFORE, the City of Falls City resolves as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2018-2019

Section 2. A public hearing before the Budget Committee was held on April 19, 2018 and a public hearing before the City Council was held on June 14, 2018 giving citizens an opportunity to comment on use of State Revenue Sharing.

Section 3. The City Council adopts the budget approved at the Budget Hearing on April 19, 2018 now on file in the office of the City located at City hall, 299 Mill Street falls City, Oregon in the sum of \$2,504,500.00

Section 4. The City of Falls City hereby imposes the taxes provided for in the adopted **budget at the rate of \$1.00 per \$1,000.00 of assessed value for operating levy**, and \$2.9202 per \$1,000.00 of assessed value for operations and that these taxes are hereby imposed and categorized for tax year 2018-2019 upon the assessed value of all taxable property within the district.

Subject to General Government Limitation	Excluded from Limitation
Permanent Rate Levy \$2.9202 per \$1,000.00	\$0
Operating Levy \$1.00 per \$1,000.00	\$0

Section 5. The amounts for the fiscal year beginning July 1, 2018, for all the purposes shown are hereby appropriated as follows:

General Fund	
City Council	\$1,450
Court	\$19,450
Fire	\$76,800
Administration	\$276,000
Parks and Cemeteries	\$10,450
Other/ Debt	\$85,150
Water Fund	
Personnel Services	\$124,000

Materials and Services	\$116,100
Capital	\$22,000
Debt	\$65,000
Transfers and Allocations	\$75,000
Contingency	\$78,900
Sanitary Sewer Fund	
Personnel Services	\$85,000
Materials and Services	\$99,000
Capital	\$345,000
Contingency	\$61,000
Street Fund	
Materials and Services	\$421,400
Capitol	\$20,000
Contingency	\$21,600
Community Development Revolving Loan Fund	
Materials and Services	\$37,500
Contingency	\$52,100
Wagner Library Reserve Fund 80%	
Materials and Services	\$24,000
Contingency	\$17,600
City Utility Reserve Fund	
Capital	\$80,000
Contingency	\$248,000
Fire Equipment/Operations Levy	
Materials and Services	\$27,000
Transfers and Allocations	\$15,000
TOTAL APPROPRIATIONS, All Funds	\$ 2,504,500.00
Total Reserved, Unappropriated, All Funds	\$ 0
TOTAL ADOPTED BUDGET	\$ 2,504,500.00

Section 6. The City Mayor hereby is authorized to certify to the County Clerk and the County Assessor of Polk County, Oregon the tax levy made by this Resolution, which will be filed with the State Treasurer and the Division of Audits of the Secretary of State, and that this is a true copy of the Budget as finally adopted.

Introduced and adopted June 29, 2018:

Date

Jeremy Gordon, Mayor

Attest:

Date

Mac Corthell, City Manager

AGENDA REPORT

To: City Council
From: City Manager, Mac Corthell
Subject: Resolution 15-2018, Contract with MWV-COG
Date: June 29, 2018

Summary

Falls City contracts with Mid-Willamette Valley Council of Governments for the City's Land Use planning. The Contract runs from July through June for two years. The current Contract expires July 1, 2018.

BACKGROUND

Small Cities in Oregon have not had the resources to hire their own Land Use Planners. MWV-COG offers small cities the ability to contract with a professional Land Use Planner, Falls City has taken advantage of this resource for many decades.

The contract calls for a \$2.00 increase from \$79.00 to \$81.00 for land use planning and from \$50.00 to \$52.00 for secretarial duties. This is a one year contract.

Previous Council Action

N/A

ALTERNATIVES/FINANCIAL IMPLICATIONS

This contract creates a way for the City to afford professional land use planning. The cost raises \$2.00 an hour that is usually passed on to the applicant.

STAFF RECOMMENDATION

Adopt Resolution.

EXHIBITS

Resolution 15-2018
MWVCOG Land Use Planning Contract

PROPOSED MOTIONS

I move that the City Council of the City of Falls City adopt resolution 15-2018, A RESOLUTION ESTABLISHING A CONTRACT FOR LAND USE PLANNING SERVICES WITH MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS.

RESOLUTION 15-2018

A RESOLUTION ESTABLISHING A CONTRACT BETWEEN THE CITY OF FALLS CITY AND MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS ESTABLISHING LAND USE PLANNING SERVICES.

Findings:

1. The City of Falls City does not have a staff person trained in Land Use Planning.
2. The City of Falls City has contracted with Mid-Willamette Valley Council of Governments for planning services in the past.
3. This contract is a one year contract, the rates are \$81.00 per hour for land use and planning services, and \$52.00 per hour for associated secretarial services.

NOW THEREFORE, THE COMMON COUNCIL OF THE CITY OF FALLS CITY RESOLVES AS FOLLOWS:

Section 1. The revised Contract between The City of Falls City and Mid-Willamette Valley Council of Governments for Land Planning Services is adopted to reflect the time period and terms specified under the attached Land Use Planning Services Contract.

Section 2. This Resolution shall be effective immediately upon passage.

Date

Jeremy Gordon, Mayor

Attest:

Date

Mac Corthell, City Manager

CONTRACT

LAND USE PLANNING SERVICES

THIS AGREEMENT is made and entered into this 1st day of July, 2018 by and between the CITY OF FALLS CITY, OREGON, a municipal corporation ("CITY"), and the MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS ("COG"), a voluntary intergovernmental association created by charter and Agreement pursuant to ORS Chapter 190 of which CITY is a member.

WITNESSETH:

IN CONSIDERATION of the mutual premises and stipulations set out below, the CITY and COG do hereby agree as follows:

A. COG Responsibilities

1. COG shall provide an experienced land use planner to assist the CITY in processing land use actions, zone code revisions and other related activities which may be requested by the CITY.
2. COG shall provide to CITY mapping, graphics and document production services related to work requested by CITY under paragraph A.1.
3. COG shall provide monthly billing statements.

B. CITY Responsibilities

1. CITY agrees to engage COG as a provider of land use planning consulting services.
2. CITY agrees to pay for land use planning services under paragraph A.1. at a rate of \$81.00 per hour for a land use planner or GIS mapping analyst and \$52.00 per hour for staff support assistance, plus mileage at the IRS mileage rate for travel related to providing said services.
3. CITY agrees to pay the actual cost of mapping, graphics and document production provided under paragraph A.2.
4. CITY shall review, process and pay COG's monthly invoices within 30 days of receipt.
5. CITY shall designate a key contact person through which all requests for services will come and with whom the activities of COG's land use planner will be coordinated.

C. COG Services Provided Without Additional Compensation

1. COG shall provide advice and assistance to CITY with grant and loan applications for financing of public improvements at no additional charge except in those instances when such work may be eligible for compensation from the granting agency.
2. COG shall prepare documentation and applications for funding for additional planning projects on behalf of CITY.
3. COG shall refer CITY to other available resources that may be available to address needs of CITY upon request.

D. Termination and Amendment

1. This Agreement shall be terminated on June 30, 2019 unless otherwise agreed to by COG and CITY by amendment to this Agreement.
2. This Agreement may be terminated for convenience by either party upon written notice of 30 calendar days.
3. This Agreement may be amended only by written agreement executed between the parties.

E. Independent Contract

1. The CITY has engaged COG as an independent contractor for the accomplishment of a particular service. Neither party, nor the officers and employees of either party shall be deemed the agents or employees of the other party for any purpose.

F. Limited Warranty

1. CITY agrees to seek and rely exclusively on the advice of its own legal counsel as to the legal sufficiency of the land use planning process and its products. The parties expressly recognize that the review process involves political and legal judgment entirely within the control and authority of the CITY. COG's only obligation is to provide advice from the perspective of land use planning principles, and not legal or political counsel.
2. In no event shall COG be liable for indirect or consequential damages of any nature. In no event, regardless of theory of recovery, shall COG be liable for any damages in excess of the amounts actually paid by CITY to COG under Paragraph B. hereof.

3. CITY agrees to provide a representative to present the CITY's viewpoint at public hearings regarding a dispute between the CITY and the County or another city. COG will provide support and information as appropriate (including research and staff reports) to aid the CITY in making its arguments.

IN WITNESS WHEREOF, COG and the CITY have, by approval of their respective governing bodies, caused this Agreement to be executed as of the day and year aforesaid.

**MID-WILLAMETTE VALLEY
COUNCIL OF GOVERNMENTS**

CITY OF FALLS CITY

By: _____
Sean O'Day, Executive Director

By: _____