

CITY OF KING CITY
CITY COUNCIL MINUTES
City Council Chambers
City Hall

January 18, 2017

Call to Order: Council President Olmstead called the regular council meeting to order at 7:00 p.m.

Roll Call: Present: Billie Reynolds, Chi Nguyen-Ventura, Smart Ochoi, Gretchen Buehner, and John Boylston.
Absent: Mayor Ken Gibson

Agenda Item 4: Approval of Minutes from January 4, 2017

MOTION MADE BY COUNCILOR BUEHNER, SECONDED BY COUNCILOR BOYLSTON, TO APPROVE THE MINUTES OF JANUARY 4, 2017

Roll Call: All Ayes (6-0)
The motion passed.

Agenda Item 5: Open Forum:

No Comments

Agenda Item 6: Unfinished Business: Jordan Way Parking – Committee Pending

Agenda Item 7: New Business:

7.1 CM Weston discussed the elements of the audit and the results of the modified opinion and discussed the report presented by Hannah Sirpless from Poly Rogers. The discussion focused on the internal weaknesses illustrated in the audit report and limitations of the QuickBooks software program and issues typically associated with a smaller organization.

Councilor Olmstead raised questions about the operational ability of QuickBooks.

CM Weston explained the double verification process currently used by the City with checks and balances established in prior years with the City's outside Accountant Mike Marr and other elements of financial control implemented to prevent financial misuse or fraud.

Councilor Nguyen-Ventura requested information about financial backup systems and internal controls. She also raised a question pertaining to key persons insurance policies that could help the City recover in case of a loss of a key person.

Councilor Nguyen-Ventura requested an analysis of our monthly budget with a comparable size budget analysis from another city of similar size and nature; and, can we do some projections and benchmarks that could illustrate shortfalls or opportunities associated with potential growth.

Councilor Buehner pointed out some of the potential difficulties with comparing King City with other cities.

The consensus was to find a way to produce a generalized projection system to help predict strengths and potential weaknesses or shortfalls by establishing comparable benchmarks in the coming years' budgets.

MOTION MADE BY COUNCILOR BUEHNER, SECONDED BY COUNCILOR OCHOLI, TO APPROVE THE AUDIT REPORT.

Roll Call: All Ayes (6-0)
The motion passed.

Agenda Item 8: Police Chief's Report

- Chief Fessler gave an update on the Weather over the past couple weeks.
- Chief Fessler gave an update on a recent calls over the past few weeks during the 6 days of snow and winter conditions. The Chief explained how the response calls typically change from official law enforcement activity to higher volumes of wellness checks and accident response.

Agenda Item 9: City Manager's Report

- CM Weston discussed a pending tour of the TVFR facility in the upcoming months
- CM Updated the Council on the Highlands Annexation progress.
- CM Weston gave a brief update on the Title 11 Concept planning efforts and status of public meetings and open house efforts in February.

Agenda Item 10: Mayor and Councilor's Reports

Councilor Boylston: Nothing to Report

Councilor Nguyen-Ventura: Nothing to Report

Councilor Reynolds: Reported on the League of Oregon Cities Meeting that she and CM Weston attended in Happy Valley

Councilor Ocholi: Nothing to Report

Councilor Buehner: Nothing to Report

Council President Olmstead: Nothing to Report

Agenda Item 11: COUNCILOR BUEHNER MOVED - COUNCILOR NGUYEN-VENTURA SECONDED TO ADJOURN, THE MEETING WAS ADJOURNED AT 7:37 P.M

Respectfully Submitted

Michael Weston, City Manager/City Recorder