

**THE COMMUNITY DEVELOPMENT COMMITTEE FOR THE CITY OF JUNCTION CITY MET AT 6:30 P.M. ON WEDNESDAY, MARCH 2, 2016, IN CITY HALL, 680 GREENWOOD STREET, JUNCTION CITY, OREGON.**

**PRESENT WERE:** City Councilors, Herb Christensen (Chair), and Karen Leach; and City Planner, Jordan Cogburn. **ABSENT:** City Councilor, Jim Leach

**I. CALL TO ORDER**

Chair Christensen called the meeting to order at 6:30 p.m.

**II. CHANGES TO THE AGENDA**

There were none

**III. REVIEW OF MINUTES**

**• JANUARY 6, 2016**

**CONSENSUS:** By a consensus of the committee the January 6, 2016 minutes were approved as written.

**IV. COMMUNITY UPDATES**

None

**V. New Business**

**• Scandinavian Festival**

Planner Cogburn reviewed the use and street closure request from the Festival Association. He requested a list of contacts from the Festival Association. Soroptomist spoke with Community Director Bolden and all was set for the Wine Terrace. Reference to wheel chairs storage was removed from the agreement.

**• Function 4 Junction**

Planner Cogburn said the route remained the same as previous years. No new concerns were identified.

**Consensus:** The consensus of the Committee was to forward the request to the City Council.

**• Truck Function in Junction**

It was suggested an additional detour sign be placed at High Pass Road and Maple Street to direct participant drivers to Oaklea Drive (part of route).

**Consensus:** The consensus of the Committee was to forward the request to the City Council with the above suggestion.

**• First Student Bus Road-E-O**

**Consensus:** The consensus of the Committee was to forward the request to the City Council.

**• JC 3.1 Run/Walk**

Planner Cogburn reviewed the request with the Committee. The route was slightly different from last year; it did not include The Reserve subdivision.

**Consensus:** The consensus of the Committee was to forward the request to the City Council.

**• LCC Small Business Development Center MOU**

Planner Cogburn was working with Megan O’Conner of the Lane Community College Small Business Development Center on a memorandum of understanding (MOU) for LCC SBDC to work with prospective Business Development Loan applicants prior to submittal of an application to the city.

**Consensus:** The consensus of the Committee was to forward the proposed MOU to the City Council.

**VI. CONTINUED BUSINESS**

**• SPECIAL EVENT PROCESS (12-15)**

Staff was continuing work on the project and would bring back to the Committee.

**• LOAN PROGRAM (12-14)**

Planner Cogburn reviewed the status of the existing Business Development loan.

**VII. AGENDA FORECASTER**

The committee reviewed the agenda forecaster and the possible addition of Sign Code review to the forecaster.

**Consensus:** The consensus of the Committee was to add the sign code to the agenda forecaster.

**VIII. OTHER BUSINESS**

Chair Christensen suggested the committee revisit the idea of a subcommittee to assist with downtown improvements. The Committee was agreeable.

**Consensus:** The consensus of the Committee was to add the creation of a subcommittee to the agenda forecaster.

**IX. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 7:08 p.m.

The next standing meeting of the Community Development Committee would be Wednesday, April 6, 2016 at 6:30 p.m.

Respectfully Submitted:

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Tere Andrews, Secretary