

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, June 27, 2017, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Mark Crenshaw; Councilors Robert Stott; John Gambia, and Bill DiMarco; City Attorney, Mark Wolf; City Administrator, Jason Knope; City Planner, Jordan Cogburn; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Crenshaw called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

Mayor Crenshaw opened the floor for public comment.

Mr. Shane Buck, 1325 Oak Street, Junction City, expressed frustration with parking problems on Oak Street, related to activity at the nearby ball fields. Mayor Crenshaw noted that further discussion would occur under "Other Business."

2. Council Vacancies

MOTION: Councilor Stott made a motion to declare the Council positions of Steven Hitchcock, Jim Leach, and Karen Leach vacant. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Examples of applications, including one that had been used for many years for the City Council, were distributed to Council members.

The Council consensus was to post notice of vacancies, using the Council vacancy application that has been used in the past, and to consider applications at the July 25th Council meeting.

3. Municipal Judge RFP

The Council reviewed and provided updates on the Municipal Judge RFP (Request for Proposal).

The Council consensus was: RFP release date on June 30th; RFP Submission date on August 11th; Council review on August 22nd (no Council Work Session would be held on that date); and the preferred starting month for the Judge would be in September.

4. City of Monroe Police Services Contract

Chief Morris distributed a revised draft contract, for Council consideration. He noted that the City of Monroe Council had approved the contract at their meeting on June 26th. The City of Monroe had approached the City a couple of months ago and requested that the Junction City Police Department (JCPD) provide police services for them. JCPD would provide 15 hours per week of patrol services to Monroe and the City of Junction City would benefit from having an additional 25 hours of patrol services per week. Without this contract, the JCPD would not be able to have this 10th officer position. (Chief Morris was considering hiring two part time officers). Benton County Sheriff's Department was in support and would still cover any major crimes, such as a homicide or something that would take an extensive amount of investigation.

The Council consensus was to review how the contract was performing at the quarterly Budget Committee meetings.

MOTION: Councilor Stott made a motion to authorize Chief Morris to sign the Intergovernmental Agreement with the City of Monroe. The motion was seconded by Councilor Gambia and passed by unanimous vote of the Council.

5. Building Lease Request

Chief Morris stated that regardless of any future contracts that the JCPD might enter into for dispatch services, the current dispatch center was inadequate. An immediate solution would be to lease the back part of the building that was south of the police parking lot and convert that to patrol offices, interview rooms, and a locker room. Dispatch would then move into the current patrol room area. The lease would be \$950 per month, with first right of refusal. All lease payments would go towards the purchase, if the City was interested in buying the building in the future. Renovations to the space would be under \$20,000, and Chief Morris thought much of the material costs could be donated. The project expenditures would be reviewed by committee and Council.

The Council commended staff for their good work on this.

MOTION: Councilor DiMarco made a motion to authorize Chief Morris to sign the lease agreement between Craig Taras and the City of Junction City, Oregon. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

6. Revolving Loan Fund Discussion

Mayor Crenshaw reviewed that the Council packet had included minutes of past discussions on the Revolving Loan Fund (RLF). He suggested working on the following:

- Reestablish the RLF Committee, as the Committee Chair has resigned.
- Seek to confirm the RLF goals and possibly adding additional goals, as outlined in the March 28, 2017 minutes.
- Identify the roles of the committee, Council, and staff.
- Look at how to manage collections and the loans. Could use current staff or use an outside source such as Lane Council of Governments.
- Look at how to structure interest proceeds. Options included assigning a percentage to maintain or grow the fund and a percentage towards possibly augmenting the General Fund or other funds for future projects. Councilor DiMarco noted that a percentage of the interest had been designated for economic development a number of years ago and staff could provide the history on this.

Mayor Crenshaw proposed that he appoint himself to serve as Chair of the Revolving Loan Fund Committee and work with the RLF Committee to review the items above and bring back a proposal to the Council.

The Council consensus was in favor of the Mayor's proposal.

7. Other Business

Oak Street Parking

Mayor Crenshaw opened discussion on Oak Street parking. Residents expressed their concerns:

- The current signs were not working and more police enforcement was needed.
- Originally signs were installed and the area designated as parking permit only, to address the public safety concerns with vehicles not being able to get down the street.
- Originally the curbs were supposed to be painted to indicate a special parking area, but that was never done.
- An agreement was also made with Junction City Athletics (JCA) that they would inform participants of where to park, but this was no longer being done.
- There were issues with residents having events and police not knowing who the guests were.
- Residents were not against the ball fields being used, but they just wanted to use their homes like everyone else. They were impacted almost every night for months at a time.
- Their homes were impacted by people blocking driveways and parking in front of their homes. People also parked on corners and in restricted areas that prevented fire trucks and other public safety vehicles from getting through.
- Public Works had done some curb painting in the area last summer, but had not completed it.
- The parking got worse when the Police Department placed flyers on the cars last year instead of writing tickets.

Mayor Crenshaw suggested: 1. That the City look at installing new signs that could read "No parking for Sports Events" and could include direction that parking was available on Rose Street, and 2. Work with Junction City Athletics (JCA) to communicate to their coaches, umpires, and participants where parking was available and that there was no parking in the Oak Street area.

After discussion, the Council consensus was to:

- Have the Police Department enforce the parking restrictions.

- Have staff bring back to the Council what the costs would be to install new signs and to do curb painting.
- Have staff talk to the School District about the parking lot on Rose Street. It was noted that JCA and the Corp of Engineers could also be included in discussions.

Chief Morris stated that it was important for residents in that area to make sure that they had parking permits for their residences and for their guests. Parking permits could be obtained at City Hall.

Council Committees

Mayor Crenshaw noted that with the recent Council resignations, three of the Council Committees could not meet as they did not have a quorum.

The Council consensus was to suspend all Council Committee meetings and have all Committee business brought directly to the Council, until the Council vacancies were filled.

8. Adjournment

As there was no further business, the meeting was adjourned at 8:35 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor