

The Community Services Committee of the City Council for the City of Junction City met on Tuesday, September 3, 2019, at 6:30 p.m. in the Council Chambers, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Chair Andrea Ceniga, Councilor Rob Stott, and Councilor Sandie Thomas; City Administrator, Jason Knope; HR/Admin Services Manager, Stephanie Moran; Public Works Superintendent, Jeremy Tracer; Community Center Aide, Shelli Jenkins; Viking Sal Aide, Bonnie Ceniga; and City Recorder, Kitty Vodrup.

1. Call to Order

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

2. Changes to the Agenda

None.

3. Approval of Minutes – June 4, 2019

CONSENSUS: The Committee consensus was to approve the June 4, 2019 minutes.

4. Staff Introductions – Viking Sal and Community Center

Administrator Knope introduced Community Center Aide Shelli Jenkins and Viking Sal Aide Bonnie Ceniga who began employment with the City in June.

The Committee welcomed the new staff members.

5. Parks Project Update

Superintendent Tracer distributed handouts and reviewed the Fiscal Year 2019-2020 Parks and Pool projects:

Parks

- 1. Tennis Court Refurbishments and 9. Tennis Court Refurbishments:** Each budgeted at \$10,000 and would be done in house.
- 2. Bench Refurbishment:** For Founders Park. Public Works would be building park benches in house, similar to the one in front of the Community Center which were much sturdier and more vandalism proof than benches that could be purchased.
- 3. Playground Equipment Refurbishment:** At Bergstrom Park.
- 4. Fencing Refurbishment:** At Founders Park. \$2,500 and work would be done in house.
- 5. Exterior Lighting Refurbishment:** At Founders Park. Work done in house and should be a quick and easy project.
- 6. Gazebo Plumbing Refurbishment and 7. Gazebo Painting:** Painting would be pretty cut and dried but wanted to make sure the plumbing refurbishment was updated and as vandalism proof as possible. Over the last few years, there had been problems in the gazebo and Laurel Park restrooms.
- 7. Restroom Painting:** At Laurel Park. Looking at what products to use, as not wanting to spend a bunch of money painting until they had a good handle on how to address the

graffiti, such as using graffiti paint, etc. In response to a question on the bathroom doors, Superintendent Tracer stated that the automatic closers were removed, and automatic hinges and keypad entries were added to each door, which seemed to be working much better.

Pool

- 1. Paint Locker Room:** Would probably do this in house. Wanted to make the pool stand out and look nice.
- 2. Mechanical Refurbishment:** For the pool mechanical room. Would be replacing a lot of the valving and bringing everything up to current standards. Pool built around 1971 and did not know if the mechanical room had ever been refurbished.
- 3. Filter Refurbishment:** Putting new filter media in the filter and would get it cleaned up. Superintendent Tracer had spoken to a lot of pool manufacturers and they did not recommend replacing the filter but recommended replacing the filter media, cleaning it up, and replacing the valving and piping.
- 4. Office Floor Refurbishment and 5. Locker Room Flooring Refurbishment:** Simple project to repaint these floors.
- 5. Workstation Replacement:** More of an I.T. issue that Superintendent Tracer did not get too involved in.

Superintendent Tracer continued that he had spoken to Administrator Knope about attending every second or third committee meeting to provide a status update on projects. He added that Public Works would begin putting new garbage cans throughout the parks to replace broken or non-existent cans. The cans were made by a local company and fit around a garbage tote. He distributed a photo of one of the new cans at Founders Park and noted that they worked well, and Public Works was very happy with the design.

6. Memorial Bench Donations

Administrator Knope reviewed that the City received a request from Tim Crump to donate a bench to the City in memory of his parents. The written request and the resolution that guides this process were included in the Committee packet. The request complied with City requirements and staff did not have an issue with the bench or the location.

CONSENSUS: The Committee consensus was to forward to Council with the recommendation approve the donation.

7. Parks Master Plan Discussion

Administrator Knope noted that he had put a copy of the previous Parks Master Plan RFP (Request for Proposal) that the City had done in 2007. After the packet was prepared, he had the idea that it might be worthwhile to look at broadening the Parks Master Plan to more of a Community Services Master Plan that would include parks, Library, Community Center, Senior Center, and the pool. If the Committee was interested in this, staff could put together a draft scope of work for the Committee to review.

CONSENSUS: The Committee liked the idea of a combined plan and the consensus was to have staff bring back a scope of work for a Community Services Master Plan.

Administrator Knope stated that this would probably be a good time to also consider the archeological issues and make sure those are documented in the master plan as well.

8. Agenda Forecaster Review and Discussion

Administrator Knope noted that based on tonight's discussion, he would recommend combining Item 5. Parks Master Plan Discussion and 6. Cultural Study at the Reserve RFP for the October meeting.

Councilor Stott asked if the cultural study would need to be done, before a smaller park could be built. Administrator Knope responded that the cultural study would not need to be done before the smaller park, and the cultural study would only impact the overall big park. By bringing in the cultural study in overall planning for the larger park, it would provide a better estimation of costs. He added that probably at the worst, someone might have to be on site when the smaller park was being constructed in case something came up when they were digging.

9. Other Business

Jackie Pendergrass, 1246 Breckenridge Drive, Junction City, asked about the status of the small park being built at the Reserve. Administrator Knope responded that he had asked Superintendent Tracer to gather information on the designs that had been used for other City pocket or community parks, and staff would be bringing that information to discuss with the HOA Reserve Board on October 10th.

Ms. Pendergrass stated that Administrator Knope had referenced the 15-acre, million-dollar park and asked whether that would be built. Administrator Knope responded that the park was listed in the current Parks Master Plan and would more than likely not be built as listed and would be revised in a new master plan.

Ms. Pendergrass noted that the residents did not want a bathroom at this time in the smaller park. Administrator Knope responded that staff understood and that was why they were calling it a pocket park that would be designed for the neighborhood and would be separate from the larger big picture use of the 15-acre parcel.

Ms. Pendergrass asked if a walking path would still be a possibility. Administrator Knope responded yes and that staff would be meeting with Mike Kelley who owned the property behind the Reserve; Mr. Kelley was open to donating at least a track of land across his property where the trail would go. Staff had also spoken to the developers to the south and they were interested in this as well. He added that the City was still working on addressing the wetlands in that area, but he felt from a staff standpoint that a big priority would be putting together this walking trail. He continued that the Council had talked about having more trails, as well as having a fairgrounds kind of concept near the lagoons.

10. Adjournment

As there was no further business, the meeting was adjourned at 7:01 p.m.

Respectfully Submitted,

Kitty Vodrup
City Recorder