

The Public Works Committee of the City Council for the City of Junction City met on Monday, March 4th, 2019, at 6:30 p.m. in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT WERE: City Administrator Jason Knope, Public Works Director Gary Kaping, Councilors Dale Rowe and Bill DiMarco.

ABSENT WERE: Councilor John Gambee.

I. CALL TO ORDER

Chairman Dale Rowe called the meeting to order at 6:30pm.

II. CHANGES TO THE AGENDA

There were no changes to the agenda.

III. APPROVAL OF MINUTES – February 4, 2019

The consensus of the Committee was to approve the minutes as written.

IV. FISCAL YEAR 2019-20 BUDGET REVIEW

Director Kaping began to review the proposed budget with the Committee.

City Administrator Knope explained to the Committee the idea behind splitting out the administration department from the Public Works Department. The idea is to see the overhead administration cost to run Public Works.

Administrator Knope notified the Committee that if the rate increase does not pass then the three additional fulltime employees (FTE's) will be reduced.

Director Kaping then reviewed the changes in the Water Capital Plan and Water System Development Plan. Discussion followed.

The Sewer Fund also reflects the administration changes in its budget. Director Kaping increased electricity, lab testing, and travel and training.

The Sewer System Development Fund is being saved to do whatever is needed at the Wastewater Treatment Plant. Discussion followed.

In Sanitation, Director Kaping stated that he increased fuel, vehicle maintenance, and moved the Administration costs.

Sanitation Capital Improvement Projects Fund reflects the cost of a new garbage truck. He also increased the equipment acquisition line item for the purchase of dumpsters.

In Streets, line 39 has been added to earmark barricade maintenance. The administration costs have also been removed from this budget.

In the Street Capital Improvement Projects Fund there is an increase in the Pacific Power Franchise Fee. There is also \$300,000 in the State 5,000 Population Distribution (ODOT Exchange Fund).

The Streets System Development Fund did not change.

Director Kaping informed the Committee that the next section of the budget is a new section. In the past Building and Planning have been in one budget. This year, they have been separated. The Building Department will fund itself off permit fees, plan reviews, and contracted work.

The Parks Department has a \$40,000 transfer in from the Community Services revamp. Administrator Knope explained that there was a fund balance of about \$100,000 that was split between Parks, Pool, Library, and the Senior Center.

The Committee then discussed park program options, park signage and lighting, as well as if there is a need for a dog park in town.

Councilor Dale Rowe asked if the developer pays for new pocket parks in the subdivision.

Director Kaping responded that the developer pays a parks SDC fee. That fee can be used in any area of town. It does not have to be specifically used in their subdivision. City Staff has discussed changing the requirements and allowing developers to build a park in their subdivision in lieu of paying the fee.

Director Kaping talked about wetland trails that would connect the lagoon to the Reserve.

Director Kaping then reviewed the new administration section of the budget with the Committee.

There were no more budget items to review.

Director Kaping informed the Committee that the City will be addressing water quality issues. They are revamping the way that they flush, changing the way they monitor, and they are adding more filters to get more capacity.

V. AGENDA FORECASTER REVIEW

Director Kaping removed the items what were worked on last month and added the budget. He also added the filtration plant to future business.

VI. OTHER BUSINESS

Councilor DiMarco asked when Country Crossroads develops and installs a sidewalk along 18th Avenue, can/will the City install a sidewalk over the canal.

Director Kaping responded that 18th Avenue is a county road, but he would be more than happy to contact Lane County to see if they would like to partner with the City on the project.

Council Rowe thanked the Public Works Department for their hard work during the snow storm.

VII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Tiffany Shafer
Public Works Technician