

The Community Services Committee of the City Council for the City of Junction City met on Tuesday, June 4, 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; 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 – February 5<sup>th</sup>, March 5<sup>th</sup>, and May 7<sup>th</sup>, 2019**

**CONSENSUS:** The Committee consensus was to approve the February 5<sup>th</sup>, March 5<sup>th</sup>, and May 7<sup>th</sup>, 2019 minutes.

**4. Viking Sal Senior Center Repairs Discussion**

Administrator Knope stated that the Senior Center building lease included that the City would take care of building maintenance and there was significant dry rot on the east side of the building.

Superintendent Tracer noted that an initial estimate for repair was \$3,920 to remove debris, replace the siding and paint; however, any additional work that could come up once they opened up the area would be a charge of \$65 per hour plus materials, which could add up to substantial costs. He added that there was also dry rot on the south side that would start to work its way around the building and other possible drainage and roofing issues. Staff was working on obtaining repair quotes and would be bringing that back to the Committee.

Administrator Knope asked the Committee if they would be interested in discussing the long-term location for the Senior Center. Several years ago, a study was commissioned on the City's Community Services Facilities and found that more room was needed for the Senior Center and Library programs and services. Some Senior Center programming was already being held at the Community Center, such as Tax Aide, etc.

Administrator Knope continued that the Community Center could be expanded to house both the Senior Center and Community Center programming, as the City owned the entire block. The Q-Hut would need to be removed at some point, as most of the metal structure on the south side was no longer attached to the foundation due to rust. It was noted that work to be done at the Community Center included replacing the roll up doors and addressing asbestos tiling and any expansion work could be dovetailed in with those projects.

**CONSENSUS:** The Committee consensus was to look at location options for the Senior Center.

**5. Pool Project Updated**

Superintendent Tracer stated that the work by Anderson Pool Works was 99% completed and they just needed to install the basket access panel. Staff was waiting for the diving board to

be delivered and it would take about 3 to 4 days to chip out the old platform, put in extra high strength fast setting concrete, and then install the new brackets and the board.

The project had turned out great and Laurel School Swim would begin next Monday. The diving board would not be installed by then but would be in for the opening of the pool season on June 24<sup>th</sup>.

In response to a question on hiring, HR/Admin Services Manager Stephanie Moran stated that the Community Center Aide started yesterday, and the Senior Center Aide would begin on June 11<sup>th</sup>. Lifeguards had been interviewed last Sunday and were in the pre-employment phase with drug screens and backgrounds being done.

#### **6. Reserve Park Discussion Follow up**

Administrator Knope noted that he had met with the Reserve Homeowners Association (HOA) on the Thursday after the last Committee meeting and it was a great meeting. The homeowners liked the pocket park concept and definitely wanted to be involved with the process. He asked Superintendent Tracer to find out the costs for the Raintree pocket park.

Superintendent Tracer stated that the park cost was around \$65,000 in 2012, which included \$24,000 for two play structures, \$11,000 for the basketball court, \$20,000 for irrigation, \$3,000 for installation of the play structure, \$1,400 for a sign, \$2,000 for plants, and other miscellaneous. In today's costs, a similar park could cost around \$75,000 to \$80,000.

Administrator Knope continued that staff was working with SHPO (State Historical Preservation Office), and he did not feel that it would be too much of an issue for the City to build a pocket park in a section of the Reserve parkland area. He asked if this was something the Committee would want to proceed with and if so, would they want staff to bring a design to Committee for review and then take to the HOA or for staff to work directly with the HOA on design and then bring back to the Committee.

**CONSENSUS:** The Committee consensus was for staff to work directly with the HOA on park design and then bring that to the Committee.

Administrator Knope noted that he would reach out to the HOA and find out about getting on their agenda for an upcoming meeting. He would work with the HOA, with the mindset of trying to have something back to the Committee in the next month or two. He would like to get something before Committee and then to Council shortly after the beginning of the fiscal year, so this could be a mid to later summer project. He noted that extra funding had been placed in the budget to do something like this at the Reserve.

Administrator Knope added that he was also working on what the City did last time for the Parks Master Plan and would be bringing back a scope of work to the Committee and using that to create an RFP (Request for Proposal) for updating the Parks Master Plan.

#### **7. Other Business**

Chair Ceniga asked if it would be possible to have the new Senior Center Aide and Community Center Aide attend the next Committee meeting.

Administrator Knope responded that could certainly occur, and the City had a policy in place that gave staff guidance on introducing new staff to Committees and Council.

**8. Adjournment**

As there was no further business, the meeting was adjourned at 7:02 p.m.

Respectfully Submitted,

Kitty Vodrup  
City Recorder