

The City Council for the City of Junction City, met for a work session at 6:30 p.m. on Tuesday, June 26, 2018, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Mark Crenshaw, Councilors Kara McDaniel, Robert Stott, John Gambie, Dale Rowe, and Bill DiMarco; **Excused Absence:** Councilor Jack Sumner. City Administrator, Jason Knope; and City Recorder, Kitty Vodrup.

## WORK SESSION

### 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.

### 2. Changes to the Agenda.

None.

### 3. City of Eugene Building Services Intergovernmental Agreement (IGA)

Administrator Knope reviewed the proposed Intergovernmental Agreement (IGA) for the City of Eugene to provide backup plan review and building inspection services. These services could be used on an interim basis while Building Official Holderby is working on obtaining additional certifications, as well as in the future when backup is needed. Work would be done and paid for on an as needed basis.

### 4. City of Coburg Building Inspection Services IGA

Administrator Knope reviewed the proposed IGA for the City of Junction to provide building inspection services to the City of Coburg. The Fiscal Year 2018-19 budget had included \$40,000 for contracted services, but it was anticipated that this contract could be around \$70,000, based on number of permits.

### 5. Northwest Code Professionals Building Services Contract

Administrator Knope reviewed the proposed contract for Northwest Code Professionals to provide backup plan review and inspection services for the City of Junction City. They would be another resource for backup services, similar to City of Eugene and would be used and paid for on an as needed basis.

### 6. Clair Company Building Services Contract

Administrator Knope reviewed the proposed contract with Clair Company for backup plan review and building inspection services. They would be another resource, similar to City of Eugene and Northwest Code Professionals and work would be done and paid for on an as needed basis.

### 7. Other Business

Councilor Gambie commended staff for their work on the Building Services contracts and noted that Official Holderby was doing a great job. He asked if the City would be hiring an assistant for planning, so that Planner Cogburn would have time to take care of tasks he had been given from the Community Development Committee.

Administrator Knope responded that the City could hire a Building Permit Technician, once the details of the building inspection contracts and Building Program were more established. A planning assistant would not be hired, as there were no resources for that.

Councilor DiMarco noted that in recent budget history, the Planning Department went from having two staff members to having one, in order to balance their budget. He appreciated the staff brilliance on developing contracts to allow the economies of scale and provide better City services.

### 8. Adjournment

As there was no further business, the meeting was adjourned at 7:25 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor