

**AGENDA**  
**Public Works Committee**  
**Possible Quorum of the Council**  
**City of Junction City**  
**City Hall Council Chambers**  
**680 Greenwood Street**  
**Monday, July 29, 2024**  
**6:30 p.m.**

To join the Committee meeting via computer, tablet, or smartphone, please click on the Zoom link below:

<https://us06web.zoom.us/j/89171545579>

You can also dial in using your phone: 1-253-215-8782 or toll free 877-853-5257

Meeting ID: 891 7154 5579

- 1) CALL TO ORDER
- 2) CHANGES TO THE AGENDA
- 3) APPROVAL OF MINUTES
  - A) JUNE 3, 2024
- 4) PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA

**WE WILL NOW HAVE PUBLIC COMMENTS FOR ITEMS NOT LISTED ON THE AGENDA.**

**FOR THOSE ATTENDING VIRTUALLY VIA THE INTERNET, PLEASE USE THE RAISE YOUR HAND FEATURE IF YOU WOULD LIKE TO MAKE A COMMENT. IF YOU ARE ATTENDING VIRTUALLY VIA PHONE, PLEASE PRESS STAR 6 IF YOU WOULD LIKE TO MAKE A COMMENT.**

- 5) COMMITTEE MEMBER COMMENTS
- 6) COMPLIANCE SPECIALIST AND WASTEWATER TREATMENT WORKER JOB DESCRIPTIONS.
- 7) AGENDA FORECASTER REVIEW
- 8) OTHER BUSINESS
- 9) ADJOURNMENT

***THE NEXT STANDING PUBLIC WORKS COMMITTEE MEETING IS SCHEDULED FOR  
SEPTEMBER 2, 2024 AT 6:30 P.M.***

The Public Works Committee of the City Council for the City of Junction City met on Monday, June 3<sup>rd</sup>, 2024, at 6:30 p.m. in the Council Chambers at 680 Greenwood Street and Virtually at <https://join.freeconferencecall.com/cjcoregon>

**PRESENT WERE:** Public Works Director Gary Kaping, Councilors Sid Washburne and Sandie Thomas.

**ABSENT WERE:** Councilor John Gambee.

**I. CALL TO ORDER**

Chairman Sid Washburne called the meeting to order at 6:30pm.

**II. CHANGES TO THE AGENDA**

There were no changes to the agenda.

**III. APPROVAL OF MINUTES – May 6, 2024**

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

**IV. PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA**

There were no comments.

**V. COMMITTEE MEMBER COMMENTS**

There were no comments.

**VI. REMOVAL OF BIKE LANES**

Director Kaping stated that he has received multiple complaints and emails regarding the bike lanes in the newer subdivisions on 10<sup>th</sup> and 15<sup>th</sup>. The main complaint is that due to the bike lanes, people are unable to park in front of their own homes. Director Kaping informed the Committee that he worked with LCOG and discovered that there are no legal reasons requiring them to be there. Director Kaping believes that it should be a Council decision whether to remove them or not. Discussion followed.

**ACTION:** The consensus of the Committee was to forward the discussion to the Council.

**VII. SEWER TREATMENT PLANT IRRIGATION VALVE**

Director Kaping requested the purchase of an automatic irrigation shutoff valve that is required for the upgrade of the sewer treatment plant. This is a requirement set by DEQ to automatically shut off irrigation due to high wind, high chlorine, or low chlorine. The total cost of the valve and installation is \$48,095.92. Discussion followed.

**ACTION:** The consensus of the Committee was to forward the request to the Council.

#### **VIII. AGENDA FORECASTER REVIEW**

Director Kaping stated that the only changes that were made to the Agenda Forecaster were the additions of tonight's current business items.

#### **IX. OTHER BUSINESS**

Councilor Washburne asked how the City's pickup fleet is.

Director Kaping responded that the trucks have more hours than miles and that they are replaced as needed.

Councilor Washburne then asked for an update on the well projects.

Director Kaping informed the Committee that 11<sup>th</sup>, 13<sup>th</sup>, and 8<sup>th</sup> are done being rehabbed.

#### **X. ADJOURNMENT**

As there was no further business, the meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Tiffany Shafer  
Public Works Technician

# JUNCTION CITY PUBLIC WORKS COMMITTEE

## AGENDA ITEM SUMMARY



### Compliance Specialist and Wastewater Treatment Worker Job Descriptions

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Meeting Date: July 29, 2024  
Department: Public Works  
[www.junctioncityoregon.gov](http://www.junctioncityoregon.gov)

Agenda Item Number:#6  
Staff Contact: Gary Kaping  
Contact Telephone Number: 541-998-3125

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#### **ISSUE STATEMENT**

This is a request for the Public Works committee to review two new job descriptions for the Compliance Specialist and the Wastewater Treatment Worker position.

#### **BACKGROUND**

With the new requirements from DEQ for the wastewater system and wastewater treatment facilities it is time to add more Staff in order to keep up with the workload.

With all the new reports that are required by DEQ and the all the reports and testing required to stay in compliance with wastewater and water system the Public Works Department needs to have a staff member keeping track of all the requirements and reports to keep the City in compliance.

The wastewater treatment worker is needed at the wastewater plant to keep up on all the routine maintenance that needs to be done there. As the testing and reports for that will fall under the Compliance specialist there is no need for that position to be an wastewater operator until the new plant is built.

Staff is recommending adding a Compliance Specialist and a wastewater Treatment Worker position for Public Works to start in the 24-25 budget year.

Staff has written the job description for these positions and sent it to the City Administrator and the AFSCME union for their approval. Both the City Administrator and the Union have approved the wording in the job description. Both are attached for your review.

Staff is recommending that the Committee approve the job descriptions and forward it to Council for final approval.

#### **RELATED CITY POLICIES**

- *None*

## **COMMITTEE OPTIONS**

*The Committee can, at its pleasure:*

- *Provide Staff with Direction.*
- *Deny the request*
- *Approve the job descriptions.*

## **ATTACHMENTS**

- A. Wastewater Treatment Worker Job Description.
- B. Compliance Specialist Job Description

## **FOR MORE INFORMATION**

Staff Contact: Gary Kaping, Public Works Director  
Telephone: 541-998-3125  
Staff E-Mail: [gkaping@ci.junction-city.or.us](mailto:gkaping@ci.junction-city.or.us)



# City of Junction City

## Job Description for the Position of: **Wastewater Treatment Worker**

<b>Department:</b> Public Works	<b>FLSA:</b> Non-Exempt
<b>Reports to:</b> Public Works Foreman	<b>Representation:</b> AFSCME
<b>Pay:</b> Range 27 <b>Position Type:</b> Full-Time	<b>Date Adopted:</b> July 2024 <b>Date Revised:</b> 6/12/2024

Essential competencies of this job are described under the headings below. They may be subject to change at any time. The omission of specific statements of duties, does not exclude them from the position, if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee, and may be changed by the employer at any time.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, providing that an accommodation(s) does not create an undue hardship for the employer, remove an essential job function, and/or, create a direct safety threat to the individual, or others.

### **GENERAL POSITION SUMMARY:**

This position performs a variety of duties related to maintenance, functions, and day to day operations of the City's Wastewater Treatment Plant, with additional duties as assigned.

### **ESSENTIAL FUNCTIONS:**

#### Operations

- Perform daily operation and maintenance of the treatment plant and takes appropriate action in the event of a malfunction.
- Perform calibration and maintenance to the City owned instrumentation that is a part of the Wastewater Treatment Plant.
- Perform chlorine and dichlorination monitoring and testing within the treatment plant, as well as adjust as necessary.
- Inspect and maintain plant equipment.
- Perform routine maintenance on treatment buildings and other facilities including but not limited to painting, cleaning, siding repair, and sealing.



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- Monitors chemical levels used in the treatment process, including refill of chemicals and order additional chemicals as needed.
- Operate, maintain, and troubleshoot specialized equipment specific to program area.
- Use of the City's SCADA system for operations, monitoring, and analysis daily.
- Assist in training of crew members in the proper operation and maintenance of City owned facilities and equipment.
- Maintain maintenance program, manuals, policies, and procedures for the wastewater system, as well as make recommendations for changes and additions to the Public Works Foreman.
- Assist the Water Treatment Operator as needed, cover for the Water Treatment Operator during absences.
- Participates in On-call rotation with a 30 minute response time.

## Customer Service

- Ability to interact on routine daily basis with the public and receive customer complaints and service requests.

## **TASKS, TOOLS & TECHNOLOGY:**

### Tasks

- Assist as needed to maintain operations of City services

### Tools

- Heavy Equipment – Occasionally
- Hand Tools- Frequently
- Hydraulic Equipment - Occasionally

### Technology

- Basic computer skills, including but not limited to use of computer and mouse, email, multi-phone line, fax machine, copier, and ten key/calculator
- Computer software systems related to the program area

## **KNOWLEDGE, SKILLS & ABILITIES:**

### Knowledge

- Wastewater treatment systems, techniques, terminology, methods, testing procedures, and equipment.



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- Environmental science, chemistry, math, or biology.
- Safety rules, policies, and practices.
- Wastewater treatment facility operation and process control.
- Mechanical and instrumentation equipment operation.
- Working knowledge of wastewater treatment regulations, NPDES permits, and related federal, state, and local requirements
- OSHA guidelines related to large wastewater treatment facilities.
- Rules of evidence and chain of custody
- Sampling methods, practices, and processes
- Basic computer skills; software systems related to program area.

## Skills

- Ability to operate assigned equipment in a safe manner
- Understand and carry out written and oral instructions
- Work independently or as part of a crew in performance of regular assignments
- Establish and maintain effective working relationships with other employees, supervisors, and the public
- Perform physical tasks in adverse weather conditions
- Communicate effectively

## Abilities to:

- Understand plant processes and systems.

## **Work Standards:**

- Regular attendance and punctuality.
- Speak and act truthfully.
- Conduct oneself with integrity, morality, character, and trustworthiness.
- Exhibit self-control.
- Detail-oriented.
- Enthusiastic and eager to learn.
- Thorough when completing work tasks.
- Accept constructive criticism.
- Calmly and effectively process situations.
- Reliable, responsible, and dependable.
- Willingness to take on responsibilities and challenges

## **EDUCATION, CERTIFICATION, & EXPERIENCE:**

Education and experience requirements listed are minimum standards. Other equivalent combinations of education, certifications, training, and experience which ensures the ability to perform the work may be considered.

Education:





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- High School diploma or equivalent

Experience:

- 2 years of Public Works experience or education

## **SPECIAL REQUIREMENTS AND CERTIFICATIONS:**

- Valid Oregon Commercial Driver's License Class B
  - Tanker endorsement
  - Hazmat Endorsement
- Oregon Wastewater Treatment I Operator Certification or ability to obtain within three years of hire.

## **PHYSICAL ABILITIES**

Ability to perform duties with occasional sitting, twisting, bending, pushing and pulling, stooping, and lifting and carrying up to 50 pounds; frequent standing, walking, kneeling, squatting, and reaching and grasping high, low, and moderate areas; and constant speaking, hearing, seeing, and gross manipulation.

Overall Job Strength Rating (Oregon Workers' Compensation Rules, Div. 436-035-0012)

Heavy

## **WORKING CONDITIONS**

This position is performed indoors and outdoors, with frequent exposure to adverse weather conditions such as change in temperatures, sun, rain, etc.; consistent travel to multiple work sites and wearing necessary personal protective equipment; frequently working in close contact with wastewater or wastewater residuals including grease, rags, grit, sludge, and biosolids;

## **SUPERVISION RECEIVED:**

The Wastewater Treatment Plant Operator reports directly to the Public Works Foreman.

## **SUPERVISION EXERCISED:**

Supervision is not a typical function assigned to this position. May provide basic training and tasks on site policies and practices, or additional requests directed by the supervisor.



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## **WORK SCHEDULE:**

This position is full-time. The workweek will be determined by the City based on the needs of the City and services to the public. The regular workweek will be 5 consecutive 8 hour days Monday through Friday.

## **ACKNOWLEDGEMENT**

I have read and understand the job requirements, responsibilities, and expectations set forth in the job description provided for my position. I attest that I am able to perform the essential job functions outlines with or without any reasonable accommodations.

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Employee

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Date





# City of Junction City

Job Description for the Position of:

## Compliance Specialist

<b>Department:</b> Public Works	<b>FLSA:</b>
<b>Reports to:</b> Public Works Foreman	<b>Representation:</b> AFSCME
<b>Pay: 35</b> <b>Position Type:</b> Full-time	<b>Date Adopted:</b> <i>May 10, 2024</i> <b>Date Revised:</b>

Essential competencies of this job are described under the headings below. They may be subject to change at any time. The omission of specific statements of duties, does not exclude them from the position, if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee, and may be changed by the employer at any time.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, providing that an accommodation(s) does not create an undue hardship for the employer, remove an essential job function, and/or, create a direct safety threat to the individual, or others.

### GENERAL POSITION SUMMARY:

Regulatory Compliance Specialist examines, evaluates, and investigates eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities. This position reports to the Public Works Foreman.

This position will support the development, implementation and monitoring of a comprehensive regulatory compliance program that adheres to Federal, State and agency requirements and regulations. Perform program work with a special focus on water quality monitoring, wastewater system regulatory compliance, and pretreatment. Coordinate efforts related to data analysis and interpretation, research projects and administration of assigned programs.

### ESSENTIAL FUNCTIONS:

- Provide technical expertise, guidance and assistance in the development and maintenance of procedures and guidelines specific to wastewater regulatory compliance.
- Perform a variety of complex program tasks, including but not limited to, specialized and non-routine sampling and field-testing procedures, coordination of online water quality



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monitoring and regulatory compliance programs, advanced statistical analyses and data interpretation and evaluate their compliance with governing regulations

- Develop and maintain data management systems for use in compliance and system improvement; prepare required statistical or narrative reports and submit necessary monitoring data to appropriate agencies to maintain compliance.
- Organize special studies and research; prepare accurate and complete reports and calculations related to water quality and treatment.
- Prepare reports evaluating the impact of current and proposed regulations on operations and assigned programs.
- Provide technical expertise in the formulation and development of requirements and standards for wastewater sampling and testing.
- Provide information and technical assistance to staff, regulatory agencies, and concerned public and private organizations about topics of concern related to wastewater quality, public health and system regulatory compliance, present oral and written presentations.
- Develop information, outreach and educational materials.
- Respond verbally, in-writing and in-person to both wastewater pretreatment and cross connection related phone calls, emails and website inquiries from customers and other agencies.
- Maintain daily operating logs and reports in compliance with local and state requirements.
- Perform a variety of process and compliance sampling as required.
- Maintain written and automated records and reports; research and draft technical reports; develop and maintain spreadsheets and databases.
- Collect data, record, comply, and submit monthly the Discharge Monitoring Reports and the CCR.

### **KNOWLEDGE, SKILLS & ABILITIES:**

- Advanced knowledge and understanding of federal and state regulations and their relation to public health.
- Knowledge and understanding of hydraulics as they pertain to cross connections in water systems and the related public health impacts.
- Knowledge of computer operations and Microsoft Office.
- Knowledge of safety practices and procedures applicable to the job.
- Knowledge of personnel, administrative, safety, and departmental policies.
- Skill in customer relations and communications, including the ability to effectively and tactfully work with difficult customers and complex customer issues.
- Ability to interpret and analyze water quality data with an understanding of the impacts to public health and regulatory compliance.
- Ability to learn and use multiple features and capabilities of various software applications that support City functions.
- Ability to review project plans, maps and drawings for compliance with City standards



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- Ability to establish and maintain respectful and harmonious relationships with others both inside and outside the organization.
- Ability to perform effectively in an independent and team environment, as well as display self-motivation skills.
- Ability to communicate effectively both orally and in writing with coworkers, customers, and other agencies.
- Ability to recognize and keep sensitive information confidential.
- Ability to manage records and information in any format, in accordance with applicable statutes, regulations and organizational policy, guidance and records retention schedule.

### **Work Standards:**

- Regular attendance and punctuality.
- Speak and act truthfully.
- Conduct oneself with integrity, morality, character, and trustworthiness.
- Exhibit self-control.
- Detail-oriented.
- Enthusiastic and eager to learn.
- Thorough when completing work tasks.
- Accept constructive criticism.
- Calmly and effectively process situations.
- Reliable, responsible, and dependable.
- Willingness to take on responsibilities and challenges

### **EDUCATION, CERTIFICATION, & EXPERIENCE:**

- Minimum of 3 years' experience in wastewater and water quality or related regulatory compliance field; and
- Cross Connection Specialist; and
- Any combination of experience and training which provides the equivalent scope of knowledge, skills, and abilities required to perform the work.
- Possess a driver's license valid in the state of Oregon; have and maintain a safe driving record.

### **PHYSICAL ABILITIES**

Ability to perform duties with occasional sitting, twisting, bending, frequent standing, walking, stooping, kneeling, squatting, and reaching and grasping high, low, and moderate areas; and constant speaking, hearing, seeing, and gross manipulation.

### **WORKING CONDITIONS**

- Have regular and predictable attendance.
- Work for extended periods of time in a stationary position.
- Daily verbal communications both in person and on the telephone.



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- Operate, read information and focus on personal computer, telephone, and other related equipment.
- Respond and work, without advanced notice, in times of adverse weather, natural disaster, emergency, or other unusual events as required.

## **SUPERVISION RECEIVED:**

Receives supervision from the Public Works Foreman

## **SUPERVISION EXERCISED:**

Supervision is not a typical function assigned to this position. May provide basic training and mentoring of tasks as directed by the supervisor.

## **WORK SCHEDULE:**

This position is Full-Time. Work hours are 7:00am to 3:30pm Monday-Friday.

## **ACKNOWLEDGEMENT**

I have read and understand the job requirements, responsibilities, and expectations set forth in the job description provided for my position. I attest that I am able to perform the essential job functions outlines with or without any reasonable accommodations.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager

\_\_\_\_\_  
Date



**PUBLIC WORKS  
COMMITTEE**

**AGENDA FORECASTER REPORT**



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## Current Business Items

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<b><u>Item</u></b>	COMPLIANCE SPECIALIST AND WASTEWATER TREATMENT WORKER JOB DESCRIPTION
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	New
<b><u>Current Agenda Item Number</u></b>	6

### **Item Description**

This is a request to have the Committee review and approve 2 new job descriptions.

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## Current Projects

<b><u>Project Name</u></b>	6 <sup>th</sup> street ADA project
<b><u>Project Source</u></b>	Street system improvement fund and system development fund
<b><u>Estimated Cost</u></b>	\$180,000

### **Project Description**

This project is to install ADA ramps on 6<sup>th</sup> street as part of the Safe Route to School project.

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<b><u>Project Name</u></b>	I&I project
<b><u>Project Source</u></b>	Sewer system improvement fund
<b><u>Estimated Cost</u></b>	\$50,000

### **Project Description**

This project is to continue fixing Inflow & Infiltration in our sewer system. This is a project that is done annually.

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<b><u>Project Name</u></b>	Well rehabs
<b><u>Project Source</u></b>	Water Capital funds
<b><u>Estimated Cost</u></b>	\$125,000

### **Project Description**

This is a project to drill new wells and rehab our current wells.

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<b><u>Item</u></b>	Water Quality improvement plan
<b><u>Project Source</u></b>	City Council
<b><u>Estimated Cost</u></b>	\$190,000.00

**Project description**

This is a plan that will add additional water sampling, manual blow offs, automatic flush valves and other water quality improvement equipment.

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<b><u>Item</u></b>	Future Wells
<b><u>Project Source</u></b>	Council
<b><u>Estimated Cost</u></b>	\$3,500,000

**Project Description**

This is a project to install 1-3 Test well for the City.

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## Pending Business Items

**Item** JCMC 15.20 Review  
**Requested By** Staff  
**Date Last at Committee** 12-02-19  
**Anticipated Date Back to Committee** February 3, 2020

**Item Description**

This is a request to review JCMC 8.10 and 15.20 and provide staff with direction.

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**Item** I & I  
**Requested By** Staff  
**Date Last at Committee**  
**Anticipated Date Back to Committee** August 3, 2016

**Item Description**

This is a project to continue working on I & I in our sewer system.

**Current Status/Update**

Staff is currently working with the City Engineer on identifying the best option in our system for additional I & I work.

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**Item** Water tower  
**Requested By** Staff  
**Date Last at Committee** 9/5/16

**Current Agenda Item Number**

**Item Description**

This is to update the committee on the water tower.

**Current Status/Update**

Staff is bringing this to committee for an update. It will go the full Council as they asked for the new numbers.

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<b><u>Item</u></b>	Safe Route to School
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	July 1, 2019
<b><u>Anticipated Date Back to Committee</u></b>	May, 2020

**Item Description**

This is a project to continue working on the Safe Route to School project.

**Current Status/Update**

Staff is currently working with Lane County on identifying the best option for us to include in the grant request that Lane County is partnering with the City on.

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<b><u>Item</u></b>	CEP additions
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	12/22
<b><u>Current Agenda Item Number</u></b>	

**Item Description**

*By Administrative Policy 7.01 Capital Expenditure Plan Creation Process staff has to bring any changes or addition to the CEP before December if they want those changes to be put in the next budget year. This is a request for the committee to review these changes or additions.*

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<b><u>Item</u></b>	Paddock zone of Benefits
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	2-20
<b><u>Current Agenda Item Number</u></b>	4

**Item Description**

This is a discussion on what the Committee would like to do with the Paddock ZOB.

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<b><u>Item</u></b>	Alley evaluation
<b><u>Requested By</u></b>	Chair
<b><u>Date Last at Committee</u></b>	New
<b><u>Anticipated Date Back to Committee</u></b>	October 2021

**Item Description**

This was a request toto have staff evaluate the alleys for possible paving.

## **Council Goals**

**PW-01 Traffic & Streets – Growth, Safety, Maintenance**

**PW-02 Review water master plan and SDC's**

**PW-03 Review Sewer Masterplan and SDC's**

**PW-04 Review Streets Masterplan and SDC's**

**PW-05 Create Strom Utility**

**PW-06 Westside Water Plant and Well**

**PW-07 Water & Sewer Projects**

**PW-08 Increase Recycling within the City**

**PW-09 Emergency Response Plane Review and Update**

**PW-10 Water Quality upgrade Projects**



## Future Business Items

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**Item** Purchasing equipment/truck from auction

**Requested By** Staff

**Item Description**

Public Works in the past has always brought equipment/vehicle purchases to the Committee, the issue that we face when it comes to purchasing from the Lane County Auction is that by the time we find out what is on the list to be auctioned off there is no time to take it to the committee and Council. Staff would like to discuss bringing a list to the Committee and Council of items they will be looking for at the auction and getting authorization to purchase these items in advance.

---

**Item** Public Works Design Standards Update

**Requested By** Staff

**Item Description**

The current Public Works Design and Construction Standards has not been updated since 1999. Staff is working with the City Engineer to update these standards. Once the update is complete, it will come before the Committee for review.

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**Item** Water Municipal Code Review

**Requested By** Staff

**Item Description**

The primary code that the City uses for regulating much of the City's water utility is no longer in existence. Staff is working on resolving this issue. As part of the resolution, staff will be looking for the Committee's recommendation on a wide variety of City policies.

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<b><u>Item</u></b>	Back Flow Device Program
<b><u>Requested By</u></b>	Committee
<b><u>Date Last at Committee</u></b>	10/03/2016

**Item Description**

Project to come up with a backflow device program.

**Current Status/Update**

Staff will be looking at option for the Committee to consider.

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<b><u>Item</u></b>	Dredging Lagoon
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	6/5/17

**Item Description**

Staff is working on a project to dredge the lagoon and help prepare for the upgrades to the wastewater treatment plant.

**Current Status/Update**

Staff is currently working on this with HBH engineering.

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<b><u>Item</u></b>	Garbage Truck Replacement
<b><u>Requested By</u></b>	Staff
<b><u>Date Last at Committee</u></b>	01/19

**Item Description**

Staff is working on funding for the Garbage truck replacement plan.

**Current Status/Update**

Staff is currently working on this with the committee.

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<b><u>Item</u></b>	Event Property
<b><u>Requested By</u></b>	PW Committee
<b><u>Date Last at Committee</u></b>	07/19

**Item Description**

Staff has been asked to try to find 6 to 10 acres at the Lagoon to create a spot for events to be held.

**Current Status/Update**

Staff is currently working the design of the new wastewater treatment plant which will dictate how much land we have left, we will then determine if there is any land that is available that is not in an wet land. If there is no land staff will determine the cost to mitigate the wet land for the use of the event property.

## Future Projects

<b><u>Project Name</u></b>	Sewer Forcemain Replacement, F-1 Project
<b><u>Project Source</u></b>	2006 Sewer Master Plan
<b><u>Estimated Cost</u></b>	\$1,365,000

### **Project Description**

This project is to replace the north common forcemain from the lagoons to the intersection of 10<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

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<b><u>Project Name</u></b>	Sewer Forcemain Replacement, F-2 Project
<b><u>Project Source</u></b>	2006 Sewer Master Plan
<b><u>Estimated Cost</u></b>	\$1,726,000

### **Project Description**

This project is to replace the north common forcemain from the intersection of 10<sup>th</sup> Avenue and Rose Street to the 14<sup>th</sup> & Elm Pump Station. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

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<b><u>Project Name</u></b>	Sewer Forcemain Replacement, F-4 Project
<b><u>Project Source</u></b>	2006 Sewer Master Plan
<b><u>Estimated Cost</u></b>	\$140,000

### **Project Description**

This project is to replace the north common forcemain from the Chapel Creek Pump Station to the intersection of 13<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

<b><u>Project Name</u></b>	Sewer Forcemain Replacement, F-5 Project
<b><u>Project Source</u></b>	2006 Sewer Master Plan
<b><u>Estimated Cost</u></b>	\$182,000

**Project Description**

This project is to replace the north common forcemain from the intersection of 13<sup>th</sup> Avenue and Rose Street to the intersection of 10<sup>th</sup> Avenue and Rose Street. The pipe is at the end of its useful life and has been experiencing an increasing amount of breaks in the line.

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<b><u>Project Name</u></b>	Rate Study
<b><u>Project Source</u></b>	City Council
<b><u>Estimated Cost</u></b>	\$80,000

**Project Description**

This project is to do a comprehensive rate study to make sure that Junction City is staying current with the proper rates being charged.

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<b><u>Project Name</u></b>	Water Rights Modification
<b><u>Project Source</u></b>	Staff
<b><u>Estimated Cost</u></b>	\$50,000

**Project Description**

This project is to finish modifying the City's current water rights so the City will be able to use all of the existing rights. Some of the rights are at locations that no longer exist.

## March 4, 2024 Draft Committee Agenda

**AGENDA**  
**Public Works Committee**  
**Possible Quorum of the Council**  
**City of Junction City**  
**City Hall Council Chambers**  
**680 Greenwood Street**

**Monday, May 6, 2024**  
**6:30 p.m.**

To join the City Council meeting via computer, tablet, or smartphone, please click on the Zoom link below:

You can also dial in using your phone: 1-253-215-8782 or toll free 877-853-5257  
Meeting ID: 831 6557 2958

- 1) CALL TO ORDER
- 2) CHANGES TO THE AGENDA
- 3) APPROVAL OF MINUTES
  - A) MARCH 4 -2024
- 4) PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA
- 5) COMMITTEE MEMBERS COMMENTS
- 6) BUDGET REVIEW
- 7) AGENDA FORECASTER REVIEW
- 8) OTHER BUSINESS
- 9) ADJOURNMENT

***THE NEXT STANDING COMMUNITY DEVELOPMENT COMMITTEE MEETING IS SCHEDULED FOR JUNE 3, 2024 AT 6:30 P.M.***

# 2024 Committee Meeting Calendar

## Calendar Key



Packets Available Date



Regular Meeting Date

### JANUARY

m	t	w	t	f	s	s
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### FEBRUARY

m	t	w	t	f	s	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

### MARCH

m	t	w	t	f	s	s
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### APRIL

m	t	w	t	f	s	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### MAY

m	t	w	t	f	s	s
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### JUNE

m	t	w	t	f	s	s
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### JULY

m	t	w	t	f	s	s
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### AUGUST

m	t	w	t	f	s	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### SEPTEMBER

m	t	w	t	f	s	s
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### OCTOBER

m	t	w	t	f	s	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### NOVEMBER

m	t	w	t	f	s	s
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### DECEMBER

m	t	w	t	f	s	s
						12
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				