

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, October 28, 2014, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, David Brunscheon; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, Steven Hitchcock, and Herb Christensen; City Attorney, Carrie Connelly; City Administrator, Melissa Bowers; Acting Police Chief, Eric Markell; Public Works Director, Jason Knope; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; and City Recorder, Kitty Vodrup.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Brunscheon called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

Mayor Brunscheon stated that the Public Hearing for the Ivory, LLC Rezone would be moved to the November 25, 2014 Council meeting at 6:30 p.m., at the request of the applicant.

III. STAFF INTRODUCTION – SCHOOL RESOURCE OFFICER KEN JACKSON

Acting Chief Markell introduced School Resource Officer (SRO) Ken Jackson, who has worked for the Police Department for five years. He has served in the SRO position for two weeks and was excited to be working with the schools and students.

IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Mr. Brad Lemhouse, 23751 Hall Road, Cheshire, stated that he would be attending meetings and serving as the liaison between the Scandinavian Festival Association and the City Council/staff.

V. COMPREHENSIVE PLAN AMENDMENT AND ZONING CHANGE – 1701 JUNIPER

Planner Cogburn reviewed that the 2013 Planning Commission Work Plan included addressing Comprehensive Plan Map/Zoning Map inconsistencies within the City. One such property affected by these inconsistencies was located at 1701 Juniper Street and was currently the site of a mini-storage facility that was no longer allowed under the property's zoning. The property is currently zoned R4 (Multi-Structural Residential).

Background:

- 1996 – The property was rezoned from M1 (Light Industrial) to R4 (Multi-Structural Residential). Mini-storage facilities were a conditional use in R3 and R4 zones. A Conditional Use Permit (CUP) was approved to build an addition to the existing mini-storage facility.
- 2003 – Ordinance No. 1116 removed mini-storage facilities from the list of conditional uses in R3 and R4 zones.

The Planning Commission reviewed and recommended that the property be rezoned to General Commercial (GC), where mini-storage facilities are a permitted conditional use. (Option 3, as presented in the staff report). The Council discussed and reviewed options, as presented by staff.

MOTION: Councilor DiMarco made a motion that the Council direct staff to begin the Option 3 process (rezone the property to General Commercial), to bring the subject property into compliance with City standards.

VI. UPDATE ON TRANSPORTATION SYSTEM PLAN DRAFT

Planner Cogburn noted that the Council had suggested that staff find a professional expert to assist the City with the Transportation System Plan (TSP) draft review. He located a Traffic Engineer/TSP planner and was waiting to receive a scope of work and fees for service. There is \$10,000 in the current budget for contracted planning services and to date \$1300 has been expended.

The Council consensus was to have Planner Cogburn bring back the scope of work and fees for service to the next Council meeting.

VII. UPDATE ON ANNEXATION PROCESS

Planner Cogburn reviewed that the Council had wanted to simplify the annexation process, and staff had contacted an alternate legal resource with expertise in this area for

possible assistance; a scope of work and fees for service had not yet been received. Attorney Connelly noted that an attorney in her firm also had expertise in this area and could provide assistance, if needed.

The Council consensus was to have Planner Cogburn bring back the scope of work and fees for service to the next Council meeting.

VIII. AMBULANCE DONATION TO POLICE DEPARTMENT

Acting Chief Markell shared that the Junction City Fire Department had offered an ambulance donation to the Police Department, free of charge. The vehicle was inspected by Public Works, and the Public Safety Committee recommended accepting. The vehicle will be used for evidence processing and transporting range supplies.

MOTION: Councilor K. Leach made a motion to approve the acceptance of the donation of the ambulance from the Junction City Fire Department to the Junction City Police Department. The motion was seconded by Councilor Christensen and passed by unanimous vote of the Council.

IX. DESIGN COMMITTEE APPOINTMENTS

Planner Cogburn reviewed that six Design Committee terms were expiring on October 31, 2014, and seven applications were received. It was noted that Committee member Debi Tucker had recently resigned, and her term was through October 31, 2015. The Council waived the notice requirement for Ms. Tucker's vacant position.

Mayor Brunscheon appointed Debbie Waldrop, Elizabeth Gibson, Ruth Kiscoan, Steven McKinley, Linda Bates, and Susan Vineyard to be reappointed to the Committee with terms through October 31, 2016 and appointed Joan Cahoon to fill Debi Tucker's vacant position, with a term through October 31, 2015.

X. PLANNING COMMISSION APPOINTMENTS

Planner Cogburn noted that three Planning Commissioner regular member terms were expiring on October 31, 2014. All three members reapplied and additional applications were received. An alternate position had been open since January 2014 when Commissioner Robert Solberg was appointed from an alternate to a regular member position.

Mayor Brunscheon reappointed Jack Sumner, Sandi Dunn, and James Hukill to serve as regular members on the Planning Commission, with terms through October 31, 2018.

MOTION: Councilor Nelson made a motion to approve the Mayor's regular member appointments to the Planning Commission. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

Mayor Brunscheon appointed Cheryl Glasser to fill the alternate member unexpired term position, with a term through October 31, 2016.

XI. CONTRACT REVIEW UPDATE

Attorney Connelly presented a letter that included options for Council on what types of contracts they might want to review and approve. The Council consensus was to have Administrator Bowers and Attorney Connelly work on an ordinance draft that would provide direction on Council approving contracts, unless approval is under the authority of the City Administrator contract. It was noted that in the future, City Administrator contracts could be modified to include whatever contract approval authority the Council would desire the City Administrator to have.

XII. STAFF REPORTS

Director Boldon reported that all Community Services Departments were operating well and the pool was closed for winter. The Senior Center Big Hush would be held on November 9th at the Senior Center.

Planner Cogburn reported that St. Vincent DePaul was in the process of purchasing the Gibson Ford building, which should be finalized by November 21st. After purchase, building permits could be issued for the remodeling work. St. Vincent also received funding to build a housing complex off of West 1st Avenue. Tomorrow Planner Cogburn will meet with representatives from Hayden Homes, as they are looking at building a residential mix on 348 parcels west of Oaklea Drive.

Director Crocker reported that property tax reports had been received and would come in \$19,500 higher than what had been budgeted. Budget projections were 4% of assessed value and actual numbers were 4.96%.

Director Knope reported that Public Works would soon be starting leaf pickup and also offering free pick up of debris from the recent wind storm.

Acting Chief Markell reported that on October 22nd, the department participated in a Domestic Violence Warrant sweep. Two reserve officers looked at active warrants and found one. This was the second or third year that the department has participated in this program.

Administrator Bowers reported that Haag Home representatives would be making a presentation to the Council on November 12th, in response to Council questions on operations. The records project discussion would be going to the Finance and Judiciary Committee and then to Council on December 9th to review the project scope and how records are categorized and stored. She noted that it would also be beneficial for the Council to visit the long term records storage at the digester. She hoped to present the HR/Risk Manager job description draft at the next Council meeting. The City would be having a birthday tomorrow (142 years). The City was incorporated October 29, 1872.

XIII. COUNCILOR COMMENTS/QUESTIONS

Councilor Christensen noted that the City was getting things done. Progress was slow sometimes, but moving forward.

Councilor Hitchcock asked why breweries were not allowed in the City and noted that he would bring this up under Other Business.

Councilor Nelson questioned what the Council was thinking in doing away with the City Planner position in the past and referred to all the current planning activities.

Councilor J. Leach expressed his agreement with Councilor Christensen and thanked Planner Cogburn and staff for their work on the agenda items. Planner Cogburn gave credit to Administrative Assistant Tere Andrews for her work on the Council packet items.

Councilor DiMarco noted that it was good to have the SRO position established and to have Officer Jackson in that role. He asked if it was clear that the SRO position would be devoted to the schools first and would only provide patrol in emergencies or when schools were on break. Administrator Bowers and Acting Chief Markell responded that it was clear to all involved.

Councilor K. Leach thanked staff for all their good work. She thanked Planner Cogburn for his work on the planning items and noted that he made it easy for them to understand items. She welcomed Director Boldon.

XIV. MAYOR'S COMMENTS

Mayor Brunscheon thanked staff for all their hard work and referred to Planner Cogburn's good work on the planning topics. He encouraged the Council to continue to move forward on projects.

XV. OTHER BUSINESS

Councilor Hitchcock noted that a citizen was interested in developing a brewery in town and had found out that the City Code does not allow fermentation facilities. He asked for Council input. The Councilor expressed their openness to the code being changed to allow this use and directed Planner Cogburn to take to the Planning Commission and then bring back to the Council.

XVI. ADJOURNMENT

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

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor