

**JUNCTION CITY PLANNING COMMISSION
AGENDA ITEM SUMMARY**



Planning Commission Recruitment and Appointment

Meeting Date: September 17th, 2014
 Department: Planning
 www.junctioncityoregon.gov

Agenda Item Number: 4a
 Staff Contact: Jordan Cogburn
 Contact Telephone Number: 541.998.4763

ISSUE STATEMENT

Provide recommendation to City Council on filling three (3) Planning Commission Term Expirations and one (1) Alternate Seat vacancy.

BACKGROUND

The Junction City Planning Commission currently has three (3) Regular Seat terms set to expire October 1st, and one (1) Alternate Seat vacancy. The Planning Commission Regular Seat terms expirations include Commissioners Dunn, Hukill, and Sumner. One of the current Planning Commission Alternate vacancies was created when Commissioner Sumner was appointed to fill the unexpired term of Commissioner Lemhouse. The City has received applications from Commissioners Dunn, Hukill, and Sumner, as well as three (3) new applicants.

The table below lists current Planning Commission members, their terms of office and where they reside; inside or outside City Limits or the Urban Growth Boundary. All applicants reside in the 97448 zip code.

Current Planning Commission & Alternate

First Name	Last Name	City		Term of Office
		Limits	UGB	
Jason	Thiesfeld (Chair)	Yes	Yes	10/12-10/16
Sandi	Dunn (Vice-Chair)	No	No	1/11-10/14
Jeff	Haag	No	No	11/13-10/17
James	Hukill (filled the unexpired term of J. Wheeler)	Yes	Yes	1/11-10/14
Jack	Sumner (filled the unexpired term of B. Lemhouse)	Yes	Yes	1/11-10/14
Robert	Solberg (fills the unexpired term of K. Weaver)	Yes	Yes	10/12-10/16
Kenneth	Wells	Yes	Yes	10/12-10/16
Stuart	Holderby	Yes	Yes	8/13-10/16
Vacant	(alt.)			10/12-10/16

- At least three (3) members must reside within the City Limits

- Two (2) members may reside anywhere inside the UGB (that includes City Limits)
- Two (2) members may reside anywhere inside the 97448 Zip Code

The Planning Commission Vacancy Notice regarding two (2) available alternate positions was posted May 21st, 2014 with an application deadline for submission of July 21st, 2014. One (1) of the alternate positions was filled by Stuart Holderby. At the, August 26th, 2014 City Council Meeting the Mayor, with Council approval, appointed Mr. Holderby to the alternate position. All six (6) applications were received prior to the September 9th deadline. Two of the applicants live within Junction City limits (Hukill, and Sumner,). The table below lists the applicants and where they reside; inside or outside City Limits or the Urban Growth Boundary. All applicants reside in the 97448 zip code.

First Name	Last Name	City Limits	UGB
Sandi	Dunn	No	No
Alicia	Beymer	No	No
Douglas	Brewer	No	No
Jack	Sumner	Yes	Yes
Cheryl	Glasser	No	Yes
James	Hukill	Yes	Yes

PLANNING COMMISSION OPTIONS

1. Make recommendation to the City Council
2. Table the item
3. Other options proposed by the Planning Commissioners.

PLANNING STAFF RECOMMENDATION

Staff recommends that the Planning Commission give a recommendation to the City Council.

SUGGESTED MOTIONS

“I move to recommend to the City Council that the following three people (names) be appointed to the Junction City Planning Commission as a regular member.”

“I move to recommend to the Mayor appointment of (Name) to the Junction City Planning Commission as an alternate member.”

ATTACHMENTS

1. Planning Commission vacancy announcement
2. Completed Applications in order received



CITY OF JUNCTION CITY

680 Greenwood

PO Box 250

Junction City OR 97448

Phone: 541-998-2153

Fax: 541-998-3140

POSTED: JULY 9, 2014

NOTICE OF JUNCTION CITY

PLANNING COMMISSION VACANCIES

NOTICE is hereby given that the City of Junction City is accepting applications for 3 Planning Commission regular member positions, with terms through October 2018. The Planning Commission is made up of seven regular members and two alternates. All nine positions are citizen volunteers, appointed by the Mayor and Council. The Planning Commission meets monthly on the third Tuesday at 6:30 p.m. You must live in the 97448 zip code to apply.

The Planning Commission is charged with making recommendations to the Council on updates to the Junction City Comprehensive Plan, functional plans, and refinement plans for the City, which are adopted by the Council as the official guides to public and private uses of land. The Commission prepares and makes recommendations to the Council on City legislation that will implement the purposes of the Comp Plan and keep zoning, subdivision, and sign code ordinances current. The Commission may also hold hearings on minor partitions, major partitions, and subdivisions.

Applications may be obtained at City Hall, 680 Greenwood Street, Junction City, from 8 a.m. to 5 p.m. or downloaded from the City's website at www.junctioncityoregon.gov. Please submit applications to City Recorder Kitty Vodrup at the above address. ^{1st} Deadline for submission: September 9, 2014 at 5:00 p.m. ~~Positions are open until filled.~~ Contact: 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Junction City Planning Commission Application

Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: SANDRA DUNN

Mailing Address: 29949 DANE LANE

City, State, Zip: JUNCTION CITY OR 97448

Daytime Phone: 541-998-2153 Evening Phone: SAME

E-mail Address: sdunn@junctioncity.com

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: N/A

Occupation (current or former if retired): REAL ESTATE BROKER / RENTALS OWNER

How long have you lived in the 97448 zip code area? 34 YEARS

Sandra Dunn
Signature

7-11-14
Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: _____

Appointed: _____

JUL 25 2014

To: Mr. Mayor and City Council

I have been a Planning Commissioner since October of 1998 and have thoroughly enjoyed working with a wonderful group of people as well as our city through good times and some "rough" times.

I have lived in Junction City for 34 years and have watched, and helped to see our wonderful community grow in a positive way. Our aim has been to support growth without compromising the charm and traditions of the city. We have good local leadership in most areas, and I would truly like to remain a part of it by volunteering as a Planning Commissioner for another term.

After 18 years as a very successful Real Estate Broker in Eugene and Lane County and considered a specialist in rural properties I retired in 2008. With a substantial background in zoning, land-use and wetlands issues I feel that my knowledge is valuable with our situation of UGB issues and future development of Exclusive Farmland Use zonings and wetlands regulations.

I was "Lane County Volunteer Woman of the Year in 1992, served as chairman of the Attorney/Real Estate Board in 2001 through 2003 and have transferred my volunteer activities to Junction City and the Tri-County volunteer organizations.

I am a firm believer in the progress we have made and would like to continue in the positive way we are growing.

Thank you for your consideration of my application.

Sandra "Sandi" Dunn

Junction City Planning Commission Application

Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: Alicia Beyner
Mailing Address: 93990 Howard Lane
City, State, Zip: Junction City OR 97448
Daytime Phone: NA ^{cell} Evening Phone: ?
E-mail Address: aybeyner@comcast.net

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: Regulatory + Accreditation Consultant

Occupation (current or former if retired): _____

How long have you lived in the 97448 zip code area? 7 years

Signature: [Signature] Date: 7/30/14

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: _____ Appointed: _____

JUL 30 2014

Alicia M. Beymer

**95990 Howard Ln.
Junction City, Or. 97448**

Work History

2013-present Oregon West Network Regulatory and Accreditation Consultant, PeaceHealth

- Support leadership and system/network/community medical group in the creation and implementation of policies, procedures, and continuous improvement efforts designated to meet regulatory and accreditation requirements.
- Assists with responding to regulatory surveys and investigations.
- Facilitates creation of community regulatory expertise that serves the hospital/clinic to promote operational compliance to ensure excellent performance through the use of standard tools and approaches, consistent interpretation of rules and regulations, standardization of process/practice, and outcomes management.
- Works to strengthen integration and cohesiveness between facilities, providers and care settings.
- Develops and maintains positive collaborative relationships with regulatory agencies, network, and community partners.

2007-2013 Risk Management, Sacred Heart Medical Center at PeaceHealth

- Reviewed, investigated, and managed potential claims, lawsuits and adverse events.
- Guided Root Cause Analysis team processes and facilitate rapid follow-up, completion and monitoring of action plans.
- Collaborated with System Claims Manager, clinical, non-clinical staff and Center for Healthcare Improvement staff.
- Developed clinical processes to promote patient safety.
- Responded to patient complaints/grievances in compliance with System and Regional patient grievance policies and applicable laws and regulations.
- Project Manager for the implementation of a PeaceHealth system-wide Interpreter Services and Special Accommodations process improvement initiative.

2011-2013 Human Protections Administrator, PeaceHealth Institutional Review Board

- Coordinated the completion of all Human Subject research protocol development and execution of research programs.
- Advise IRB staff on matters related to research compliance and approval.
- Educated staff and Board members to maintain a culture of compliance with applicable policies and procedures relevant to the protection of human subjects.

2006-2007 Quality Assurance Program Supervisor, LCOG, Senior & Disabled Services

- Managed the day to day operations of the Quality Assurance and Improvement Services by providing extensive audit review, planning and training to ensure compliance with program regulations.
- Supervised Pre-Admission Screening Nurses and Medicare Part D Choice Counselors.
- Investigated and resolve customer complaints.
- Made recommendations and implement processes in areas that would benefit from improvement.

2005-2006 Medicare Modernization Act Program Supervisor, Temporary Position, LCOG, Senior & Disabled Services.

- Interviewed, hired, trained and managed 12-14 temporary employees.
- Organized workloads and assignments with the responsibility to serve 6700 clients.

- Provided a considerable amount of technical support and expertise with the responsibility to develop procedures, coordinate and develop training sessions for a complex program with frequent changes.

1998-2006 Adult Protective Service Case Manager, LCOG, Senior & Disabled Services

- Responded to and investigated complaints of abuse and neglect of seniors and people with disabilities in care facilities and community settings.
- Performed a comprehensive assessment of all relevant evidence, and presented it in a clear and concise report that would withstand in court.
- Developed safe care plans for individuals receiving care in acute, post-acute and community settings.
- Maintained up-to-date knowledge of state, federal, and other rules and regulations that applied to Adult Foster Homes, Residential Care Facilities, Assisted Living Facilities, and Acute Nursing Facilities in Oregon.
- Appointed to the Governor's Blue Ribbon Elder Abuse Task Force, Attorney General's Sexual Abuse Task Force, and Chair of the Lane County Elder Abuse Multi-Disciplinary Team.

1997-1998 Community Based Case Manager, LCOG, Senior & Disabled Services

- Determined client financial and health needs as required by state and federal rules.
- Conducted assessments of clients and developed service plans,

1993-2000 Soccer Official, Oregon Intercollegiate Soccer Officials Association (1997-2000), Lane County Referee Association (1993-2000)

- Officiated Division 1 Collegiate Soccer Games, 1999 NCAA Division 3 Men's Semi-final championship game, 1997 and 1999 Oregon High School Championship finals, 1997 United States Regional Finals.

Education

- M.B.A. Northwest Christian University, Sigma Beta Delta
- B.A. Sociology, University of Oregon, Eugene Oregon.
- A.A. Lane Community College, Eugene Oregon

Awards

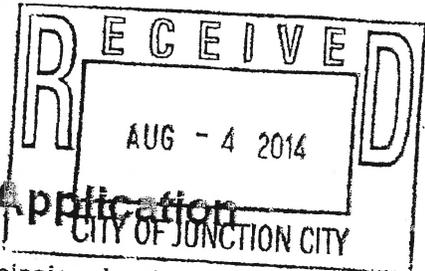
- LCOG, Senior and Disabled Services, *Certificate of Excellence, Outstanding Performance and dedication in recognition for high standards of excellence.* December, 2004.
- Eugene Police Department Partnership Award, *For helping bridge the gap between social services and police agencies to protect vulnerable members of our community.* May 2007
- PeaceHealth, *Certificate of Appreciation, In recognition of valuable contributions to Interpreter Services/Special Accommodations System-Wide Process.* January, 2013

Featured Presenter

Crime Prevention Association of Oregon Annual Conference, 2004, Attorney General's Sexual Assault Task Force Conference, 2006, Hearing Loss Association of America, 2013, and Poster Presentation Northwest Patient Safety Conference, 2013

Certifications

Certification in Health Care Risk Management, FEMA HIQCs ICS 100, 200, 300, 400



Junction City Planning Commission Application

Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: DOUGLAS G. BREWER

Mailing Address: POB 186 30149 VICTORY DR. JUNCTION CITY, OR 97448

City, State, Zip: JUNCTION CITY, OR 97448

Daytime Phone: _____ Evening Phone: 1

E-mail Address: _____

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: 30149 VICTORY DR J.C. OR 97448

Occupation (current or former if retired): MEDICAL EQUIP. SALES

D
Signature

6/18/2014
Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

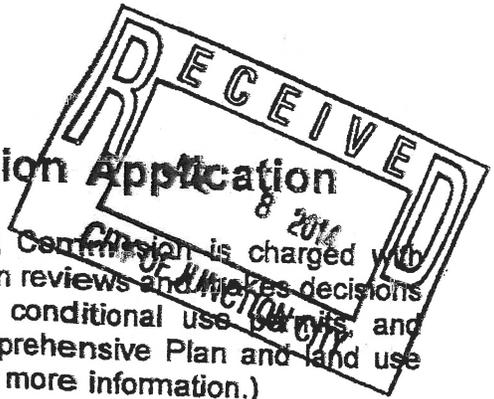
For Office Use Only

Date Received: _____

Appointed: _____

(JUK)

Junction City Planning Commission Application



Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: JACK D. SUMNER
Mailing Address: 1061 Quince Drive
City, State, Zip: Junction City, OR 97448
Daytime Phone: 771 110 0000 Evening Phone: 771 110 0000
E-mail Address: sumnerj@comcast.net

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: _____

Occupation (current or former if retired): U.S. Army (retired)

How long have you lived in the 97448 zip code area? Since 1988

Signature: [Handwritten Signature] Date: 7/7/2014

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: _____ Appointed: _____

Junction City Planning Commission Application

Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: Cheryl Glasser

Mailing Address: 770 Spruce Street

City, State, Zip: JC OR 97448

Daytime Phone: _____ Evening Phone: _____

E-mail Address: _____

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: _____

Occupation (current or former if retired): teacher

How long have you lived in the 97448 zip code area? 19 years

Signature: _____ Date: 8/18/14

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position. *will bring in later.*

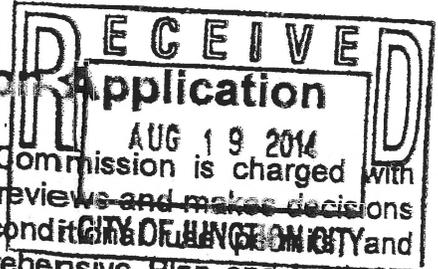
For Office Use Only

Date Received: _____

Appointed: _____

AUG 18 2014

Junction City Planning Commission Application



Planning Commission Responsibilities: The Planning Commission is charged with Junction City's land use planning process. The Commission reviews and makes decisions on specific land use applications such as subdivisions, conditional use permits, and variances. It also recommends amendments to the Comprehensive Plan and land use ordinances to maintain their effectiveness. (See reverse for more information.)

Time Commitment: Appointments will be for a four-year term, or in the case of a mid-term vacancy, for the remainder of that term. The Planning Commission meets regularly on the third Tuesday of the month at 6:30 p.m. in the Council Chambers. Special meetings are scheduled as needed.

Qualifications: Applications will be considered from people who reside inside the area defined by the 97448 zip code.

Application Procedures: To apply for the Planning Commission, complete the information below and submit to City Hall in Junction City. Questions? Call City Recorder Kitty Vodrup at 541-998-2153 or at kvodrup@ci.junction-city.or.us.

Name: JAMES N. HUBBELL
Mailing Address: 1382 CLODMONT DR, JUNCTION CITY
City, State, Zip: OR 97448
Daytime Phone: _____ Evening Phone: _____
E-mail Address: _____

If your street address is different than your mailing address, please list your street address so we know where you reside.

Street Address: 1382 CLODMONT DR, JUNCTION CITY, OR 97448

Occupation (current or former if retired): Retired

How long have you lived in the 97448 zip code area? 2 YRS

[Signature]
Signature

8/15/14
Date

Please attach a separate letter briefly describing your primary interests in being on the Planning Commission and any experience you think would be helpful in this position.

For Office Use Only

Date Received: _____

Appointed: _____

