

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, November 8, 2016, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Michael Cahill; Councilors Karen Leach, Bill DiMarco, Jim Leach, Randy Nelson, and Steven Hitchcock; City Attorney, Ross Williamson; City Administrator, Jason Knope; Interim Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; City Planner, Jordan Cogburn; Community Services Director, Tom Boldon; and City Recorder, Kitty Vodrup.

**1. Call to Order and Pledge of Allegiance**

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

**2. Changes to the Agenda**

Move two items to the December 13, 2016 Council meeting at 6:30 p.m.: Item 6 - Public Hearing for Dangerous Building at 1480 Ivy Street, as the property owner would like time to address before formal proceedings and Item 8 - Public Hearing for the Vacation of Unimproved Skinner Lane Right of Way, per the applicant, as they were waiting on an easement from the Department of Corrections.

**3. Oath of Office – Police Officer David Holmes**

Administrative Lieutenant Bob Morris introduced David Holmes and presented him with a book, *Emotion Survival for Law Enforcement: A Guide for Officers and Their Families*. Recorder Vodrup administered the Police Officer Oath of Office to Mr. Holmes.

**4. Consent Agenda**

**MOTION:** Councilor Hitchcock made a motion to approve the bills from October and the October 11, 2016 Council minutes. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**5. Public Comment on Items not Listed on the Agenda**

None.

**6. Public Hearing – Wiechert Annexation and Rezone (A-16-01 and RZ-16-02)**

Mayor Cahill opened the public hearing and asked if there were any exparte contacts or conflicts of interest. There were none.

**Staff Report**

Planner Cogburn reviewed the proposal to annex and rezone 6.8 acres south of 10<sup>th</sup> Avenue and adjacent to Tamarack Street. The property was eligible for annexation, as it was within the City's Urban Growth Boundary and contiguous to City limits. It was designated as Medium Density on the City's Comprehensive Plan map and consisted of one legal tax lot. The proposal was to rezone the subject site to Duplex Residential Zoning, which reflects the parent zoning of Medium Density Residential.

Planner Cogburn presented the policies and criteria that had been met, including Junction City Municipal Code 17.145 Amendments; 17.165 Annexations; Junction City Comprehensive Plan policies Chapters 1 - Citizen Involvement, 2 - Environmental Element, 3 - Land Use, 4 - Economic Development, 6 - Transportation Element, 7 - Public Facilities, and 9 - Housing Element; and Statewide Planning Goals 1, 2, 6, 7, 9, 10, 11, 12, 13, and 14. Planner Cogburn distributed copies of updated Findings of Fact, Exhibit B to Ordinance No. 1, that added language under Statewide Planning Goal 12 Transportation – “The proposed Annexation and concurrent rezone pose no significant impacts to City's transportation system. Therefore, Goal 12 has been adequately addressed.” A public hearing was held before the Planning Commission and there were citizen comments on the recreational value of the parcel, as well as concerns regarding the type of use based on the Duplex Residential Zoning. The subdivision application had been received and indicated that all the homes would be Single Family Residential.

**Applicant Testimony**

Mr. Derrick Westover, 529 Collier Street, Springfield, stated that he worked for the applicant, Bruce Wiechert Custom Homes. They had built many homes in Junction City and were excited about this project. There would be around 30 lots in this development and they intended for all of them to be Single Family homes.

**Proponent/Opponent Testimony**

None.

**Staff Comments**

Planner Cogburn added that the City received one referral comment from Lane County, who recommended that the City annex a portion of 8<sup>th</sup> Street, which was directly adjacent to the southern end of this site. He added that staff did not recommend doing so, as there was no interest by the City in building out 8<sup>th</sup> Street.

Mayor Cahill asked if the County wanted that street to go east bound. Planner Cogburn responded that was correct and there was an unimproved right of way that existed there. Mayor Cahill noted for the record that the County wanted the City to build them a road.

Mr. Edwin S. Johnson, 785 Spruce Street, Junction City, stated that his property was next to the 8<sup>th</sup> Street right of way area and he wondered if he should be concerned that 8<sup>th</sup> Street would be built out. Planner Cogburn responded that the County had requested that the City annex that in as part of this proposal, but the City was not interested in doing that.

Mr. Johnson asked for confirmation that the street would not be built. Planner Cogburn responded that the City would not be building the street and there were no requirements for thru traffic in the potential subdivision as part of this annexation.

Mayor Cahill asked if that is what Mr. Westover understood as well. He responded yes.

**Question from the Council**

Councilor DiMarco asked if staff could foresee any scenario when the subdivision plan came through that 8<sup>th</sup> Street might be needed for a traffic outlet. Planner Cogburn responded that as submitted right now, the subdivision showed a stub street at the end of what would be considered Tamarack Street, and there was no sort of guidance in the City's Transportation System Plan (TSP) to develop 8<sup>th</sup> Street out within the 20 year planning horizon. Director Kaping added that the street could not go east, as there was a house there; therefore, it could not be stubbed all the way through.

Councilor DiMarco asked for confirmation that if more than one access was needed for the subdivision, it would probably include two onto 10<sup>th</sup> rather than one to 8<sup>th</sup>. Both Planner Cogburn and Director Kaping responded that was correct.

Mr. Johnson asked if it was pretty much a done deal that 8<sup>th</sup> Street would not be built out as a street or anything else like a bike path. Planner Cogburn responded that there were no plans in the City's TSP to show connectivity to Spruce Street and since there was not sufficient right of way, he did not see that being developed anytime in the near future. Planner Cogburn added that it were to show up in the County's plan, the County would provide sufficient public notice and the public would have an opportunity to speak on that as well.

Mayor Cahill shared that the current Council could not speak for future Councils and what might happen in 10 years could be completely different. But at this point, it sounded like there was probably not a need for that piece of property. Mr. Johnson expressed his thanks.

Ms. Cheryl Glasser, 770 Spruce Street, Junction City, stated that the intersecting 8<sup>th</sup> Street on the east side of Spruce was vacated by the County eight years ago.

Ms. Elaine Enearl, 1535 W. 10<sup>th</sup> Street, Junction City, asked when the development would begin. Mr. Westover responded that they could start sometime this summer. Planner Cogburn added that the subdivision approval process before the Planning Commission would take a couple months.

Mayor Cahill closed the Public Hearing.

**Council Discussion**

Councilor K. Leach stated that she was good, as long as the TSP was good. Councilor Hitchcock stated that he was happy to see growth. Mayor Cahill added that it would help the tax base.

**B. Ordinance No. 1 – An Ordinance Approving the Annexation and Rezone of Tax Lot 1800 of Lane County Assessor’s Map 15-04-31-42.**

Planner Cogburn read Ordinance No. 1 in full.

**MOTION:** Councilor Nelson made a motion to read Ordinance No. 1 by title only. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Planner Cogburn read Ordinance No. 1 by title only.

**MOTION:** Councilor Nelson made a motion to adopt Ordinance No. 1. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**7. Interim Police Chief Contract/Oath of Office – Mr. Robert Morris**

Administrator Knope reviewed the request for authorization to execute the agreement for Interim Police Chief Services with Mr. Robert Morris and fill the interim vacancy until the recruitment process for the permanent Police Chief was completed. Former Interim Chief Ken Summers had to resign effective October 27, 2016, due to personal reasons.

Mayor Cahill and City Councilors expressed appreciation to Mr. Summers for his great service.

**MOTION:** Councilor DiMarco made a motion to authorize the City Administrator to sign the Interim Chief contract with Robert Morris. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

Recorder Vodrup administered the Interim Police Chief Oath of Office to Mr. Morris.

**8. Police Department Capital Expenditure Plan Review**

Administrator Knope reviewed the Police Department Capital Expenditure Plan (CEP) draft for Fiscal Year 2017/2018 through Fiscal Year 2026/2027, which identified future fund projections and building maintenance, equipment, vehicle, computer, and other projects needed by the department to maintain their current level of services. The identified annual need to fund projects in reserve funds was \$60,000. That was currently the transfer amount in the City’s budget and something that was workable within the Police Departments “bucket concept” budget. A policy was added that staff would need to have items submitted and approved by Committee and Council by December of each year to be added to the upcoming year’s CEP.

**MOTION:** Councilor Nelson made a motion to approve the Police Department Capital Expenditure Plan for the Fiscal Year 2017/18 through Fiscal Year 2026/27. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

**9. Vista Dale Subcommittee Sewer Service Request**

Director Kaping reviewed the request from the Vista Dale Subcommittee for the City to pay for the sewer main line, lateral, and System Development Charge Fees from 2003 and to charge property owners a one-time fee of \$2082.00 for their portion of the sewer project.

**MOTION:** Councilor Nelson made a motion to move forward with the improvements and direct staff to notify the property owners in the Vista Dale Subdivision. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

Mayor Cahill and Council Members thanked Councilor Nelson, Director Kaping, and the Committee members for their great work on getting this done.

Councilor Nelson responded that this would not have been possible without staff, the Committee, and Council and was a win/win for everyone. He thanked everyone for their hard work in getting the work accomplished in 5 months.

**10. Council Vacancy Discussion**

Mayor Cahill noted that a Council vacancy was created when beloved Councilor Herb Christensen passed away and there had been a question on whether to fill that vacancy through December for potential quorum issues.

The Council consensus was to leave the vacancy as is, since it was close to the end of the year. The newly elected Council members would be sworn in at the January 2017 meeting.

**11. 2016 Light Parade Street Closure Request**

Planner Cogburn presented the annual request for the 2016 Light Parade Street Closure on December 9, 2016.

**MOTION:** Councilor Hitchcock made a motion to approve the street closure request for the Annual Light Parade on Friday, December 9, 2016, as conditioned in Attachment B with the nonexclusive use of City streets for “no parking” from 5:30 p.m. to 9:00 p.m. and the nonexclusive use of City streets for street closure from 6:45 p.m. to 8:30 p.m. The use of city streets will apply to the route shown in Attachment A, contingent upon approval from the Oregon Department of Transportation. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**12. K-9 Vehicle Donation**

Administrator Knope reviewed that at the last meeting, the Council had been in favor of donating a surplus K-9 Police Vehicle to the City of Amity. It was noted that the City did not currently have plans to restart the K-9 program in the near future.

**MOTION:** Councilor Nelson made a motion to approve the proposed donation of the K-9 vehicle to the City of Amity, based upon findings presented which show that this donation will substantially promote the public interest in a way a competitive process would not, and will result in cost savings to the City. The motion was seconded by Councilor Hitchcock and passed by unanimous vote of the Council.

**13. Planning Commission Appointments**

Planner Cogburn shared that five Planning Commission terms had expired for three regular positions and two alternates and all five Commissioners had reapplied.

Mayor Cahill appointed Alicia Beymer and Patricia Phelan to the alternate positions and Stuart Holderby, Ken Wells, and Jason Thiesfeld to the regular member positions. All terms through October 31, 2016.

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

Councilor DiMarco left the meeting at 7:33 p.m.

**14. Council Agenda Forecaster**

Administrator Knope presented the forecaster. The Council consensus was to add the Revolving Loan Fund discussion to the December 13, 2016 Council regular meeting.

**15. Staff Reports**

Director Boldon invited everyone to Movie Night at the Community Center on Thursday and to participate in this year's Sharing Tree. He thanked the Council for all the work and time they put in to care for the community and staff.

Planner Cogburn reported that Dan Alley with the Function 4 Junction had followed up with staff on if the Council would be in favor of adding an additional cruise night for the Function 4 Junction, as Mr. Alley needed to submit a request to ODOT (Oregon Department of Transportation).

Mayor Cahill noted that he was supportive of the Function 4 Junction, but events like that created a lot of work for the Police and Fire Departments and also added a higher danger to the public. He added that input from both departments would be important.

The Council consensus was to have Administrator Knope and Planner Cogburn work with the Police and Fire Departments to see if there were concerns and to bring back to the Council at the January Work Session.

Planner Cogburn continued that the Transportation System Plan was scheduled to go before the Lane County Planning Commission for co-adoption on January 3 and January 17, 2017.

Director Crocker reported that the City Auditor dropped off the final copies of the completed audit today and would be making presentations to the Finance and Judiciary Committee and Council in December.

Councilor K. Leach thanked Director Crocker for the Court report, which had been included in the Council packet.

Director Kaping reported that Public Works staff was cleaning alleys and prepping the new garbage truck for painting. It was hoped to have the truck in service within a couple of weeks. Leaf pickup was underway, and the biannual Clean Sweep would be held on November 19<sup>th</sup> at the Public Works shop. He thanked Councilor Nelson and the Vista Dale Subcommittee for the amount of work they accomplished in a short amount of time. He added that the Vista Dale project had been around for a long time and staff was pleased to see it coming to an end.

Interim Chief Morris reported that the Police Department was working on many projects as well as following up on complaints on vehicles not stopping at intersections and on trailers being abandoned throughout town. He thanked the Council and shared that he was excited to be working for the City.

#### 16. Councilor Comments/Questions

Councilor K. Leach thanked staff for doing an awesome job.

Councilor J. Leach noted that things were going really well and he thanked staff for their work. He welcomed Interim Chief Morris.

Councilor Nelson thanked everyone for their comments on Vista Dale and noted that there was a problem at 17<sup>th</sup>/18<sup>th</sup> and Ivy with vehicles not stopping or pulling over when Fire Trucks were entering onto Ivy Street. Chief Morris responded that the department would follow up on that.

Councilor Hitchcock congratulated Chief Morris on being appointed as Interim.

#### 17. Mayor's Comments

Mayor Cahill wished everyone well on their elections and thanked Councilor Nelson for doing a good job of leading the last Council meeting while the Mayor was out of town on a family emergency. Mayor Cahill added that he was invited to speak at Guaranty's 50<sup>th</sup> Anniversary celebration and he shared a story that he had told at the event.

#### 18. Other Business

Mr. Jack Sumner thanked Councilor Nelson for his good work and asked if the interim Police Lieutenant position would be filled. Administrator Knope responded no.

Ms. Linda Van Orden, 1225 W. 10<sup>th</sup>, Junction City, shared that there had been a Chevrolet dealer in Junction City for 90 years. Charles R. Nelson opened a dealership at 6<sup>th</sup> and Ivy in the new Speer building in April of 1926. Other owners after that included C. L. Wooden, Paul Mauvais, and Morris Nicks. Mr. Nicks sold the business to Mr. Nill in 1966.

Councilor Leach stated that in anticipation of discussing the Revolving Loan Fund (RLF) at the next Council meeting, he wanted the Council to think about using some of the RLF funds for City projects, such as taking care of the pool, building modular units where the Q-Hut is for a new City Hall, expanding the Police Department into the current City Hall, and building a 20' x 20' room for planning at Public Works.

#### 19. Adjournment

As there was no further business, the meeting was adjourned at 7:58 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Kitty Vodrup, City Recorder

\_\_\_\_\_  
Michael J. Cahill, Mayor