

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, February 13, 2018, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

PRESENT: Mayor, Mark Crenshaw; Councilors Kara McDaniel, Robert Stott, Jack Sumner, John Gambee, Dale Rowe, and Bill DiMarco; City Administrator, Jason Knope; City Attorney; Carrie Connelly; 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 Crenshaw called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. Changes to the Agenda.

None.

3. Approval of Minutes – January 9 and 23, 2018

MOTION: Councilor Rowe made a motion to approve the January 9 and 23, 2018 Council Minutes. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

4. Review of Previous Month's Expenditures

Mayor Crenshaw asked if there were any Council comments on last month's expenditures. There were none.

5. Public Comment on Items not Listed on the Agenda

None.

6. Public Hearing: AMD-17-02 Boarding, Lodging, and Rooming Houses in the C2 – Central Commercial Zone

Mayor Crenshaw opened the public hearing and asked if there were any exparte contacts or conflicts of interest. Councilor Gambee declared a conflict of interest and took a seat in the audience.

Staff Report

Planner Cogburn presented the code text amendment, which had been initiated by Mr. Corey Walker. The applicant's proposed amendments included: 1. Amend Junction City Municipal Code (JCMC) 17.05 to redefine Boarding, Lodging, and Rooming House as a building where lodging for not more than two adults per bedroom with or without meals is provided for compensation and 2. To amend JCMC 17.30, allowing Boarding, Lodging, and Rooming Houses in the Central Commercial (C2) as a Conditional Use and further defining the use as being limited to an existing stick built home that has had a residential use in its lifetime with an existing shower and kitchen.

Planner Cogburn reviewed that the relevant policies governing this amendment were Statewide Planning Goals 1 and 2. The Planning Commission reviewed on January 17, 2018 and were presented with a few examples from other cities. With the exception of Commissioner Phelan, the Planning Commission voted in favor of recommending that the Council approve the amendments within quotation marks below. (These amendments were included in Ordinance No. 1):

1. Use the Lincoln City definition and amend the code to read, "Boarding, lodging, or rooming house means a building or portion thereof, other than a hotel, where meals and/or lodging are provided for compensation for five or more persons that are not temporary occupants." The Commission felt this more closely aligned with the City's current definition, with the omission of the 10 person limit. It was noted that the Oregon State Building Code would govern how many individuals could occupy a space, based on square footage requirements.
2. To add "Boarding, Lodging, and Rooming House" to the list of Conditional Uses Permitted in the C2 zone. The Commission omitted the applicant's language regarding a stick built home as a previous residence with a shower and kitchen, as they thought that would be limiting.

Applicant Testimony

Mr. Corey Walker, 1694 W. 6th Avenue, Junction City, stated that this had been addressed several times and was a much needed asset for the community. He hoped the Council felt the same way as when this was initially proposed.

Proponent Testimony

Mr. John Gambee, 264 W. 6th Avenue, Junction City, stated that the Council had looked at this a few times, with their first review back in June; the Planning Commission had also looked at this a few times. The applicant sensed hesitancy from the Council and Planning Commission not directing staff to initiate the amendments; therefore, the applicant paid a \$950 fee and submitted the application to initiate the amendments. He noted that even if the Council passed the amendments, the Boarding Houses would still be a Conditional Use, and the applicant would have to pay another fee and get Planning Commission approval before any particular property could become a Boarding House; consequently, the City would have a lot of continued oversight and there would not be a green light for anybody to do what they wanted.

Opponent Testimony. None.

Additional Applicant Testimony. None.

Questions from the Council

Council members asked many questions on the proposal and ordinance. Discussion included:

The definition of 5 or more persons was a change that Mr. Walker was fine with and he had people on waiting lists, as there was high demand. Planner Cogburn noted that in the examples he found from other cities, none had less than five people in the definition.

The City's current definition read: "Boarding, Lodging, and Rooming House means a building where lodging with or without meals is provided for compensation for not less than five or more than ten guests." The Planning Commission wanted to remove the cap of 10, so that the current boarding house would not continue to be in a non-conforming situation with more than 10 people.

Planner Cogburn noted that under current code, the current boarding house was non-permitted, as boarding houses were not allowed in any City zone; it could exist as a non-conforming, non-permitted use, but changes could not be made to the building.

The Planning Commission recommendation to remove the applicant's wording on stick built homes in C2 could allow any commercial building to become a boarding house. It was noted that currently, residential in C2 was only allowed on the second floor. Planner Cogburn added that the C2 also allowed for some multiple family ground floor residential, like behind the Laundromat.

If this ordinance passed and someone wanted to have a boarding house, they would have to go through the conditional use process. The criteria for the conditional use would be under JCMC 17.130: 1. The proposal is in conformance with the zoning ordinance 2. The property is adequate in size and shape to accommodate use 3. Public facilities are of adequate size and quality to serve the proposed use and 4. The proposed use will prove, or can be made to be through imposing conditions, reasonably compatible with surrounding properties.

Staff Summary. None.

Mayor Crenshaw closed the public hearing.

Deliberation and Decision by the City Council

The Council discussed whether they wanted to direct staff to make any changes to the ordinance. No direction was given to staff, so Mayor Crenshaw asked for a reading of the ordinance.

- A. Ordinance No. 1 – An Ordinance Amending City of Junction City Municipal Code Zoning and Land Use Chapters 17.05 and 17.30 Regarding Boarding, Lodging, and Rooming Houses in the C2 Zone.

Planner Cogburn read Ordinance No. 1 in full.

MOTION: Councilor Rowe made a motion to read Ordinance No. 1 by title only. The motion died, for lack of a second.

Mayor Crenshaw asked if the Council wanted to propose any changes or give staff any direction on this issue?

Discussion on details of the proposal and ordinance followed. Discussion also included should boarding houses be stick built, where should they be located, were they commercial or residential, was the conditional use criteria adequate, what did they want the downtown business district to look like, where should boarding houses be located, and how was a boarding house different from a hotel or motel.

Mr. Walker noted that they had proposed language that they thought the Council and Planning Commission had wanted. They were also fine with the Planning Commission recommended language. They were just trying to make their current boarding house and the new one they would like to create be in compliance.

There was no consensus on suggested changes, and Mayor Crenshaw noted that the ordinance would be considered again at the March 13th meeting.

Councilor Gambie returned to the Council dais.

7. **Public Hearing: Amending and Expanding the Harrisburg Enterprise Zone**

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

Staff Report

Planner Cogburn presented the resolution for the expansion of the Harrisburg Enterprise Zone to include all of the industrial designation parcels along the east side of Highway 99 South, south of 1st Avenue, down to Meadowview. There was renewed interest in developing some of the industrial parcels south of town and taking advantage of Enterprise Zone opportunities. The expanded zone would include the industrial parcels as noted within the City of Junction City, as well as parcels within Lane County jurisdiction within the City's Urban Growth Boundary. This would also need to go before the City of Harrisburg, Linn County Board of Commissioners, and Lane County Board of Commissioners for approval.

Proponent/Opponent Testimony. None.

Questions from the Council. None.

Mayor Crenshaw closed the public hearing.

Council Deliberation. None.

A. Resolution No. 1 – A Resolution Amending and Expanding the Harrisburg Enterprise Zone.

MOTION: Councilor Stott made a motion to approve Resolution No.1. The motion was seconded by Councilor Sumner and passed by unanimous vote of the Council.

8. **Blachly-Lane Electric Franchise Agreement**

Director Kaping presented the ordinance and franchise agreement with Blachly-Lane Electric for 5% of gross revenues. The Public Works Committee reviewed on February 5, 2018 and recommended approval.

A. Ordinance No. 2 – An Ordinance Granting an Electric Utility Franchise to Blachly-Lane Electric Cooperative (Blachly-Lane) and Fixing Terms, Conditions, and Compensation of Such Franchise.

Attorney Connelly read Ordinance No. 2 in full.

MOTION: Councilor Stott made a motion to read Ordinance No. 2 by title only. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

Mayor Crenshaw read Ordinance No. 2 by title only.

MOTION: Councilor Stott made a motion to adopt Ordinance No. 2. The motion was seconded by Councilor McDaniel and passed by unanimous vote of the Council.

9. Acceptance of Lot 18 Reserve at Walnut Creek

Director Kaping presented the request for the Council to accept Lot 18 at the Reserve at Walnut Creek from Mr. Bruce Wiechert, in exchange for the City taking over the maintenance of the detention basin in that subdivision. The Public Works Committee reviewed on February 5, 2018 and recommended approval. The City planned on putting a future pump station on that lot.

MOTION: Councilor Sumner made a motion that the City accept Lot 18 in the Reserve at the Walnut Creek and authorize the City Administrator to sign the necessary documents for the title transfer. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

10. Public Works Vehicle Policy

Director Kaping reviewed the Public Works Vehicle Policy, which included: The Public Works Director could allow employees who were not on call to take home vehicles for periodic checks on the system; over 5 days and approval would be needed by the City Administrator. In addition, the Public Works Director and Public Works Superintendent would be allowed take home vehicles to be able to respond to emergency situations, if they lived within a 15 minute response time. The Public Works Committee reviewed on February 5, 2018 and recommended approval.

MOTION: Councilor Rowe made a motion to approve the Public Works Vehicle Policy. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

11. Utility Labor Position

Director Kaping presented the resolution creating the Utility Labor Position. It was noted that there were two Utility Billing Clerk positions on the books, but only one had been filled. With the creation of the Utility Labor Position, one of the Utility Billing (UB) Clerk positions would go away; it was noted that the Utility Labor position was in a lower class than the UB position. The Public Works Committee reviewed on February 5, 2018 and recommended approval.

A. Resolution No. 2 – A Resolution to Create the Position of Utility Labor Pursuant to Personnel Policy Section 4.2 and Assigning a Range Within the City's Compensation Schedule.

MOTION: Councilor Rowe made a motion to approve Resolution No. 2 to create the Utility Labor Position. The motion was seconded by Councilor McDaniel and passed by unanimous vote of the Council.

12. Funding for Garbage Truck

Director Kaping reviewed that following the Garbage Truck Replacement Plan, the Sanitation Department was scheduled to purchase a new rear load garbage truck in the next budget year. He presented three options for funding: Option 1: Using Ending Fund Balance funds, Option 2: Borrowing from the Community Development Revolving Loan Fund, or Option 3: Doing a conventional bank loan. The Public Works Committee reviewed on February 5, 2018 and recommended the first option.

MOTION: Councilor Stott made a motion to approve Option Number 1 for the funding of the new rear load garbage truck. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

13. Council Agenda Forecaster

Administrator Knope presented the forecaster. Add discussion on the Boarding, Lodging, and Rooming House to the February 27, 2018 Council Meeting.

Councilor Sumner asked when the discussion on the Revolving Loan Fund would be held. Mayor Crenshaw responded that the Revolving Loan Fund (RLF) Committee made some recommendations for some language change and staff was working on drafting that language. As soon as that was completed, the RLF Committee would meet and either give staff some other direction or make a recommendation to Council.

14. Staff Reports

Chief Morris: The department would be doing a Crime Prevention Presentation for seniors at the Senior Center in March.

Director Kaping: Public Works crews took out shrubs and cleaned up the bike path area for increased visibility between Timothy Street and Alona Place. They would also be doing a slurry seal on the path.

Director Crocker: He thanked the Council, staff, and Budget Committee for all their input in preparing the Fiscal Year 2018-2019 budget. The first draft was compiled and been reviewed by Administrator Knope.

Planner Cogburn: The Planning and Building Office remodel was officially complete, with the addition of a reception counter. He invited the Council to visit during the open office hours of 8:00 a.m. to 3:30 p.m.

Director Boldon: Senior Center Coordinator Marcia Scalise would be retiring at the end of April. Staff would be working with the Viking Sal Advisory Board on how things would function going forward. Ophelia's Place would be holding an open house on February 24th.

Attorney Connelly: The legislature was in its short session and two things of interest to note: 1. Building Official designation and whether or not a City was authorized to designate a third party contractor as it's Building Official or whether that needed to be an employee; and 2. to allow cities to consider cost when hiring architects and engineers. Currently the City could not consider cost when awarding contracts over \$100,000 to architects and engineers.

15. Councilor Comments/Questions

Councilor DiMarco noted that rain and snow pack were low and he suggested revisiting the discussion on digging a well for Junction City Athletics. He apologized for the time consumed in discussing the code amendments, but noted the importance of taking the time to make good code, no matter what the issue.

Councilor Rowe stated that tomorrow was Valentine's Day and the state's birthday. He wished Oregon a Happy Birthday.

Councilor Gambie noted that he was impressed with the way Public Works had saved money to buy a new garbage truck and was also impressed with other departments and staff doing the same. He noted that last year the City Administrator had said that 60 million dollars in new development would give the town a nice chunk in property taxes and since that time close to one million dollars in property development was in the works. He expressed his respect and appreciation for all volunteers within the community and noted that it was okay for Council members to disagree on things.

Councilor McDaniel thanked the staff for all their hard work and to the Council for their service.

Councilor Sumner thanked Chief Morris and his department for showing up when people were not expecting them. The Finance and Judiciary Committee had been discussing the City having its own Building Inspector. He added that if Council members agree all the time, all of them would not be needed.

16. Mayor's Comments

Mayor Crenshaw recognized the Finance Department for receiving the national accounting standards in financial reporting award for the 5th year in a row. He expressed appreciation to staff and all departments for their work and appreciation to the Council. He noted that sometimes they talked about things that were not comfortable, but if they rolled up their sleeves and waded through it, they would figure it out.

17. Other Business

Discussion occurred on putting the JCA well on the Council agenda forecaster. Administrator Knope stated that there were technical aspects that he had asked Director Kaping to look into and then bring back for discussion with the Public Works Committee.

Ms. Cindy Montgomery thanked Public Works and Planning staff for their quick responses to questions regarding her restoration of a commercial building and in delivering a dumpster which allowed them to keep their project going.

18. Adjournment

As there was no further business, the meeting was adjourned at 8:59 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Mark Crenshaw, Mayor