

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, February 14, 2023 in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon and in a virtual meeting format via internet and phone.

PRESENT: Mayor, Kenneth Wells; Council President, Karen Leach; Councilors Sandie Thomas, Sidney Washburne, Andrea Ceniga, and John P. Gambia; City Administrator, Jason Knope; City Attorney, Mark Wolf; Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; and City Recorder, Kitty Vodrup.

1. Call to Order and Pledge of Allegiance

Mayor Wells opened the meeting at 6:30 p.m., led the Pledge of Allegiance, and took roll call.

2. Changes to the Agenda.

Removed Item 6, Tri-County Chamber of Commerce Report.

3. Approval of Minutes – January 10 and 24, 2023

MOTION: Councilor Thomas made a motion to approve the January 10 and 24, 2023 minutes. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

4. Public Comment on Items not Listed on the Agenda

- A. Follow-up from Staff on Previous Comments. None.
B. New Comments from Public.

Jack Sumner, 1061 Quince Drive, Junction City, stated that he recently attended a Committee meeting and shared that vehicles were illegally parked. He was told that he could fill out a comment form and that he would be contacted by staff, but staff did not contact him. He felt that the Police Department should take care of vehicles that were illegally parked or people living in trailers without citizens first having to report that.

5. Public Hearing – Zoning Code Text Amendment – 2 Unit Attached Single Family Homes in R2 Zones

A. Public Hearing

Mayor Wells read the required public hearing script language and asked if there were any conflicts of interest. There were none. Mayor Wells opened the public hearing at 6:40 p.m.

Staff Report

Gary Darnielle, Lane Council of Governments Principal Attorney, stated that the applicant was Pacific National Development, Inc., and they had approval for Phase I of the Rolling Meadows Planned Unit Development (PUD). The PUD's master plan called for one acre of High Density Residential (R3), nine acres of Duplex Residential (R2), and about thirty-eight acres of Single-Family Residential (R1). The remainder of the area was dedicated to wetlands, open space, and streets.

The applicant indicated that they would like to put two-unit attached dwellings on the R2 property, and they were advised by staff that the R2 zoning district did not allow that. A single-family attached residential unit was essentially a duplex, except that each unit had a different owner and they owned one half of the total lot surrounding the two units, thus, offering an expansion of ownership rights. The applicant applied to the City for text code changes to the zoning ordinance, to allow two-unit attached dwellings in R2. The Planning Commission heard the request on January 18, 2023 and recommended Council approve the zone change.

To accomplish the zone change, a number of changes needed to be made to Title 17:

- Section 17.05.020 – Add a new definition for single-family attached dwellings.
- Section 17.15.010(A) – Change outright permitted uses in R2 to attached and detached single-family dwellings and two-family dwellings (duplexes).
- Section 17.15.030 – Add subset B which read the minimum lot area for single-family attached dwellings shall be 3500 square feet. (Half of duplex total area of at least 7,000 square feet).
- Section 17.15.030(D) – Change minimum lot depth from 75 feet to 70 feet. With a minimum lot width of 50 feet, that would accommodate the minimum lot size of 3500 square feet.
- Section 17.050.10(D) – This section allowed duplexes as outright uses in the R3 zone. Add allowance of single-family attached residences as outright permitted uses in R3.

- Section 17.65.060(C)(1)(a) – This section listed types of housing allowed in a PUD and would add attached and detached single-family dwellings to that list.
- Section 17.90.010(E)(1)(a) – This section listed the minimum off street parking spaces and would change language from single-family and two-family dwellings to single-family attached and detached two-family dwellings.

This change was consistent with the City's Comprehensive Plan:

- Section 2 Land Use Element (Medium Density Residential Designation) – The Land Use map provided for detached and attached residential uses at a typical density of 8 to 12 dwellings units per acre. In reducing the minimum lot size for an attached single-family dwelling unit, that would come out to be a maximum of 12.5 units per acre, which was within the range of typical density for medium density development.
- Section C Urbanization Element – The City encouraged compatible integration of different land uses such as single and multi-family dwellings. The proposed changes would allow an additional type of single-family dwelling to that mix of residential uses and would expand the opportunity for ownership of single-family dwellings in the R2 district.
- Section 3 Economic Development Objectives and Policies section of the Plan's Economic Development Element lists, "Housing that is safe and affordable for Junction City residents at all income levels." This change would allow single-family attached dwellings to be allowed in the R2 zone, increasing the ability for property ownership in that zoning district.
- Goal 3 of the Housing Element talked about lessening the impact of rising housing costs by requiring a more efficient use of lands available and buildable for new housing. The increase in density allowed by single-family attached dwellings would meet this standard.

There were no applicable Statewide Planning Goals. Goal 2 of the Land Use Planning Goal required that citizens and affected governmental units have an opportunity to review the land use implementation ordinances, and referrals were sent out to other government units as well as every owner of property that was zoned R2 in Junction City. Goal 10 Housing Goal defined needed housing to include attached and detached single-family dwellings in cities larger than 2500 people; this change was consistent with this goal.

Councilor Washburne asked if the City would be set up to handle the necessary water and sewer with this change. Director Kaping responded yes, as they currently served duplexes, and this would just split a duplex in half.

Councilor Thomas asked about the status of the lots. Director Kaping responded that the lots had been approved, but nothing had been built.

Applicant Testimony

Lani Hickey, 24241 Old Malin Highway, Merrill, Oregon, thanked Attorney Darnielle for his presentation and said he had covered everything thoroughly. She reiterated that the attached single-family dwellings would allow people to have the opportunity to not only purchase that half of a structure but also own the land underneath. This change would not increase the density because the R2 zoning already allowed for duplexes but would allow duplexes to be able to be split along a common wall and give people an increased opportunity for ownership rather than renting.

Proponent Testimony. None.

Neutral Testimony. None.

Opponent Testimony. None.

Questions from the Council. None.

Mayor Wells closed the public hearing at 6:58 p.m.

B. Ordinance No. 1 – An Ordinance Amending City of Junction City Municipal Code Chapters 17.05 Introduction and Definitions, 17.15 Duplex Residential Zone (R2), 17.20 Multi-family Residential Zone (R3), 17.65 Planned Unit Development (PUD), and 17.90 Off-Street Parking and Loading to Permit 2-Unit Attached Single Family Dwellings in Duplex Residential Zones.

Attorney Wolf read Ordinance No. 1 in full.

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

Attorney Wolf read Ordinance No. 1 by title only.

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

6. Water and Sewer Rates Resolutions

Director Kaping presented the resolutions for water and sewer rate increases. SCS Engineering had done a rate study for the City in 2018 and recommended incremental rate increases over a five-year period. The Council implemented year one of the rate increases in 2019 and had followed the recommended rate study each year thereafter. The rate increases for the average residential customer would be approximately \$.56 for water (2% increase) and \$2.38 for sewer (5% increase) per month. This rate increase would be included in the Fiscal Year 2023-2024 budget and would not go into effect until July 20, 2023. This would be the last year of rate increases from the five-year rate study. The Public Works Committee reviewed on January 9, 2023 and recommended approval.

A. Public Comment on Fees

Jack Sumner, 1061 Quince Drive, Junction City, stated that he had lived in Junction City since 1988 and his water and sewer fees had more than doubled in that time. He asked that the Council hold off on the rate increases for one year, as people were having a hard time paying for their essentials such as food, heating, etc.

Councilor Thomas stated that she understood what Mr. Sumner was saying, but they also had to keep the City with water and sewer so this was hard.

Councilor Leach noted that Council members lived in Junction City, so it was just as hard on them as everybody else. She continued that as Councilor Thomas said, they needed to keep the City services going and it took money to do that. She added that this was one of the toughest decisions the Council had to make, this would be the last increase from the 5-year study, and the rates would not go into effect until July.

Councilor Gambie asked what the impact would be if they delayed this a year. Director Kaping responded that it would delay any master plan projects in water and sewer from moving forward, and they probably would not gain any money towards the Sewer Treatment Plant (currently doing pre-design). Administrator Knope added that there would be inflationary costs as well.

Councilor Gambie asked what the total impact in the 2023-2024 budget cycle would be from this increase. Director Kaping responded he would need to run those numbers. Councilor Gambie stated that there were a lot of concerns from people as the inflation rates had hit their highest points in 20 years.

Administrator Knope stated that he and Director Kaping had talked about the inflationary impacts and how much higher fuel and treatment chemicals were. Director Kaping added that for the current year, the fuel for garbage trucks was more than double what had been anticipated and they were \$40,000 over budget; the fuel for water and sewer was \$20,000 over budget; there were inflationary costs for tipping fees; and treatment chemicals were around \$78,000 over budget.

Administrator Knope continued that without doing something to address these inflationary impacts, there would need to be cutbacks which would create a noticeable impact to services within the community, as there was not enough money in the funds to cover costs.

Councilor Ceniga stated that she never liked to raise rates and knew there were a lot of people struggling right now. She asked how long before they would do another rate study. Director Kaping responded that it could be one year or at the furthest a couple of years. He added that they would be looking closely at the budget figures this year, and he would reach out to the same company to get a ballpark figure of what the next rate study would cost.

Councilor Ceniga asked for confirmation that there would not be another rate increase until after a rate study was done. Director Kaping responded that was correct.

Councilor Thomas asked if there was some kind of a program for people on a fixed income to help with their bill. Director Kaping responded that there was still money in the fund that had been set aside a few years ago for utility assistance. It would be a Council decision on what to do with those funds and how to use them. If the Council wanted to use them for assistance, they would need to set criteria on how to allocate those funds.

B. Resolution No. 1 – A Resolution Establishing Water Rates for the City of Junction City and Repealing Resolution No. 1268.

C. Resolution No. 2 – A Resolution Establishing Sewer Rates and Charges for the City of Junction City and Repealing Resolution No. 1269.

MOTION: Councilor Washburne made a motion to approve Resolutions 1 and 2. The motion was seconded by Councilor Thomas and passed by a vote of 4 to 1, with Councilors Thomas, Washburne, Gambia, and Leach voting in favor and Councilor Ceniga voting against.

7. **Scandinavian Festival Association Street Closure Request**

Councilor Gambia declared an actual conflict of interest, as he had a business in the downtown area that benefitted from the festival. He recused himself from this discussion and voting.

Director Kaping presented the Scandinavian Festival Association street closure request for the annual Scandinavian Festival, August 10 - 13, 2023. The Community Development Committee reviewed on February 1, 2023 and recommended approval.

MOTION: Councilor Ceniga made a motion to approve the street closure request for the Scandinavian Festival Association as conditioned in Attachment B with the nonexclusive use of city streets. The motion was seconded by Councilor Washburne and passed by a vote of 4 to 0, with Councilors Thomas, Washburne, Ceniga, and Leach voting in favor.

8. **Oregon Public Works Cooperative Assistance Agreement**

Director Kaping presented the Oregon Public Works Cooperative Assistance Agreement renewal, which allowed the City to help other cities or other cities to help Junction City in a major emergency or disaster. The Public Works Committee reviewed on February 6, 2023 and recommended approval.

MOTION: Councilor Ceniga made a motion to approve the Oregon Public Works Cooperative Agreement and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

9. **Council Committee Amendments**

Administrator Knope presented the following draft documents for review, per the Council's request: Ordinance to combine the Community Services Committee and the Community Development Committee to create the Community Services and Development Committee; resolution to amend the Committee bylaws to reflect the combined committee as well as add citizens members to the Council Committees; and a citizen application with a supplemental questionnaire.

The Council was in favor of the calling the combined Committee the Community Services and Development Committee and were in favor of the draft documents language and having staff bring those back for approval to the February 28, 2023 meeting.

10. **City Attorney Waiver of Conflict**

Administrator Knope presented the Waiver of Conflict document, which would allow the City Attorney to create an agreement between the City and Fire Department for the Fire Department's antennae on the south water tower. Councilor Washburne announced that he was on the Fire Board. Attorney Wolf confirmed that Councilor Washburne would not have a conflict of interest, as the Fire District was a government entity.

MOTION: Councilor Ceniga made a motion to authorize the City Administrator to sign the Waiver of Conflict to allow the City Attorney to create an agreement between the City and the Junction City Rural Fire Department. The motion was seconded by Councilor Leach and passed by unanimous vote of the Council.

11. Municipal Judge Agreement Extension

Director Crocker presented a one-year extension addendum for the Municipal Judge Agreement with Judge Ashlee Wiese. The Finance and Judiciary Committee reviewed on February 2, 2023 and recommended extending the agreement through October 19, 2023, increasing the compensation to \$3,400 monthly effective February 1, 2023, and directing staff to prepare an RPF (Request for Proposal) for judicial services within the next four to five months.

Councilor Gambee asked how many hours a week the judge worked for the City. Director Crocker responded that she was on call 24/7 for warrants with the Police Department. Chief Morris added that they used the Judge at all hours of the day and night, and she presided over court proceedings. Councilor Gambee noted that he did not have a problem with the judge asking for these kinds of increases, but he did think that this was an opportunity to say no because of all the things that were already hitting their citizens.

Councilor Leach asked when the last time Judge Wiese had a raise. Director Crocker responded when the contract started in 2017. Administrator Knope added that there were a few other things the judge had asked for which he had turned down. This was the first time she had asked for an increase and he felt it was warranted.

Councilor Washburne asked if there were funds in the budget to cover this. Director Crocker responded yes.

MOTION: Councilor Leach made a motion to approve the 1-year extension as presented for the Municipal Judge Agreement with Ashlee Wiese and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by a vote of 4 to 1 with Councilors Thomas, Washburne, Ceniga, and Leach voting in favor and Councilor Gambee voting against.

12. City Councilor Appointment

Mayor Wells thanked the five citizens who applied for the vacant City Councilor position to complete his unexpired Councilor term to January 2025. Kris Sherman, 23644 Hall Road, Cheshire, Oregon expressed her support for the Council to appoint Darin Olson. Councilor Thomas thanked each of the applicants in attendance at the meeting and noted it would be a hard decision.

MOTION: Councilor Thomas made a motion to nominate Ken Hancock to the City Councilor position. The motion was seconded by Councilor Leach.

Mayor Wells asked if there was any discussion. Councilor Washburne noted that this was a hard decision. Councilor Ceniga expressed her agreement and noted that they had some good candidates. Councilor Washburne added that he would like to see the candidates that did not get appointed still come to Council meetings and get on some Committees. Councilor Leach agreed that they had some good candidates, and she was happy that each had applied. Councilor Gambee agreed that it was great to see so many qualified people submit applications. He continued that the current Council included four who were retired and two who were not. He respected the retired voices in the community, but retired people did not make up more than 50% of the community. He appreciated the great work and years of service Mr. Hancock had done for the City and respected Councilor Thomas' nomination, but would like to consider a couple of the other candidates who were still in their working years. Councilor Ceniga noted that she had chosen her top two and Mr. Hancock was her second choice.

VOTE: The motion to appoint Ken Hancock as City Councilor passed by a vote of 3 to 2 with Councilors Thomas, Washburne, and Leach voting in favor and Councilors Ceniga and Gambee voting against.

13. Council Agenda Forecaster

Administrator Knope presented the forecaster and noted that a regular session would be added to the February 28, 2023 Council Work Session.

14. Committee Reports

Finance and Judiciary Committee met on February 2, 2023. Councilor Leach reported:

- Appointed Councilor Thomas as Vice Chair.
- Reviewed Municipal Judge Contract Extension and Court restitution payments.

- Talked about Revolving Loan Fund (RLF) and having the bankers on the RLF Committee share their expertise and suggestions for the fund with the Committee or Council.
- Talked about responses to questions from Mr. Sumner and getting responses back on the homelessness issue.

Lane Council of Governments Board of Directors. Councilor Leach reported:

- Gave Executive Director Brenda Wilson a raise. Went over budget and appointed the new Mayor of Coburg to the Executive Board. Great people and great information at these meetings.

Community Services Committee met on February 7, 2023. Councilor Gambie reported:

- Looking forward to charting the future course for the combined Committees, and discussed progress on the Community Center project, uses of City Hall, challenges of the Reserve Park/Lighting, and cameras in the park.

Public Safety Committee met on January 25, 2023. Councilor Ceniga reported:

- Put some items on the forecaster, talked about updating City Code, looked at new reports from Court on citations, and talked about the Reserve Program.

Public Works Committee met on February 6, 2023. Councilor Washburne reported:

- Appointed Councilor Thomas as Vice Chair and reviewed Utility Billing Clerk job description.

Lane ACT. Councilor Washburne reported:

- Talked about improvements on Highway 126 from Eugene to Veneta, including widening, roundabouts, bike paths, etc.; 65 million dollars would be spent on UV charging systems, which would be set up every 50 miles within 1 mile of I-5; many House Bills on transportation right now; and they discussed ADA project progress and asphalt shortage.

Community Development Committee met on February 1, 2023. Councilor Thomas reported:

- Talked about combining with the Community Services Committee, reviewed SFA request, and discussed downtown streetlights and lighting standards for City parks.

15. Staff Reports

Chief Morris reported: The department had been working a lot of traffic on 99 between 1st and 10th with all the ODOT construction; they were working 3 or 4 theft cases; and two citizen volunteers for the department would be going door to door to businesses to update the emergency contact list.

Director Crocker reported: Busy with the budget; Budget Committee Work Session Thursday, February 16th at 6:30 p.m.; and there was one Budget Committee vacancy.

Director Kaping reported: Department addressed snow removal this morning; reached out to Pave Northwest on Rose Street work, and they were still having trouble getting asphalt, so no date yet on that repair; the electronic reader board had arrived and hoped to get that installed in the next few weeks. Would be in the same location as the current sign next to Dutch Brothers.

Administrator Knope reported: The City received official notice from the University of Oregon that the final date for the City to provide dispatching services would be August 6, 2023, and Administrator Knope had finance send them their final invoice. They were still working on getting construction plans for the new Police Department building and should be seeing that in the next couple of weeks; were making progress on the new City Hall building with all repairs being made to the exterior and some repairs being made on the interior; and there were a lot of IT projects occurring and would complete the list of items the City needed to fix within the next two or three months.

16. Previous Month's Expenditures.

Councilor Washburne asked what the special project expenditures were for. Administrator Knope responded that he would look into that and get back to him.

17. Councilor Comments/Questions

Councilor Leach thanked staff for their work and stated she was looking forward to having a new Councilor. She thanked Director Kaping and Director Crocker for doing a great job answering questions and having an open door. She was happy to see the faces in the

audience and noted that it was very important that citizens were in attendance at the meeting. She thanked them for being there.

Councilor Ceniga thanked everyone that applied to the fill the Councilor position. She added that they had some good candidates, and she hoped to see them all apply to fill the citizen Committee member positions.

Councilor Washburne thanked the audience for attending the meeting on Valentine’s Day.

Councilor Thomas thanked everyone for attending and noted that it was great to see people in the audience. She expressed her appreciation to all the candidates for applying and hoped they would apply to fill the citizen member positions on the Committee.

18. Mayor’s Comments

Mayor Wells echoed the Councilor comments and noted that it was nice to see people in attendance at the meeting and online and reiterated that they had great people to choose from tonight to fill the vacant Councilor position. He recently attended the League of Oregon Cities Essential Elected Officials Workshop and wanted to share the following with staff and Council:

“To be a functioning City Council, we must work together as a team, be interdependent and follow our City’s Charter and Council Rules. That is what governs us. Communication is the key to any healthy relationship and being a Councilor is all about relationships. Don’t be afraid to express your concerns or feelings regarding an issue; however, when speaking to others, always remember to be polite and professional. Always remember to communicate openly and transparently and make sure the left hand knows what the right hand is doing.”

Mayor Wells continued that after discussing with the City Administrator, he would ask each Councilor and himself to schedule a monthly meeting with Administrator Knope. The meeting could be in person or by phone and would provide each of them on the Council and Administrator Knope the opportunity to communicate directly on a regular basis.

- 19. Executive Session per ORS 192.660(2)(f) to consider records or information that are exempt by law from public disclosure and per ORS 192.660(2)(i) to review and evaluate the job performance of a public officer. Mayor Wells announced Executive Session at 8:20 p.m. Executive Session ended at 9:22 p.m.

20. Adjournment

As there was no further business, the meeting was adjourned at 9:22 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Kenneth Wells, Mayor