

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, February 25, 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; Police Chief, Mark Chase; Public Works Director, Jason Knope; 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

Administrator Bowers to present agenda items for Director Crocker, as he was unable to attend the meeting.

III. CONSENT AGENDA

MOTION: Councilor Hitchcock made a motion to approve the consent agenda, consisting of the minutes from January 14 and 28, 2014. The motion was seconded by Councilor Nelson and passed by unanimous vote of the Council.

IV. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Mr. Bob Biswell, 1750 W. 1st Avenue, Junction City, distributed flyers and reviewed recent damage that had been discovered at Pioneer Cemetery. He is working with Lane County Sheriff's department and others to try and determine the cause of the damage. Repair work will be done to two limestone markers and a curb, in the summer.

V. FUNCTION 4 JUNCTION STREET CLOSURE REQUEST

Administrator Bowers reviewed the street closure request for the annual Function 4 Junction Show and Shine and Cruise. An additional request for a Slow Drag may come to the Council at a future meeting, if the Function 4 Junction Association is able to secure insurance for that specific activity. The conditions include better monitoring of barricades and streets and providing detour maps of entry and exit points. One change in the conditions is the vendor certificate of insurance should be \$1,000,000, instead of 1.2 million.

In response to a Council concern about complaints that had been received last year, Mr. Dan Alley stated that as soon as the event receives Council approval, he would distribute flyers to all impacted businesses well in advance and make sure there is awareness of entry and exit points around barricades for customers, as well as detour information to provide to people traveling through town.

MOTION: Councilor Nelson made a motion to approve the street closure request and conditions for the Function 4 Junction for May 31, 2014. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

VI. TRUCK FUNCTION IN JUNCTION STREET CLOSURE REQUEST

Administrator Bowers reviewed the street closure request for the Truck Function in Junction. She distributed better quality map copies and noted that last year was the first year the event had been held. The proposed date has been changed from July 12th to July 19th. Staff reviewed the proposed conditions and did not have any additional changes. A number of citizen concerns were expressed after last year's event on lack of notification, impacts to businesses, and difficulty in getting through town.

In response to Council questions, the following information was provided on last year's event:

- Administrator Bowers reviewed that City costs were: Public Works – \$2,780 labor, \$286 fuel, and \$422 supplies; and Police - \$2500 overtime.
- Dan Alley said the Truck Function donated \$1,000 in scholarships to Junction City High School.
- Director Knope stated that there were no impacts on the streets.

Council discussion followed and included:

- A local business owner and Chamber Board member had expressed the desire to have more of a public process on special event requests and to discuss impacts of adding new events. This could possibly be discussed with the Chamber at the joint meeting on March 18th.
- A business had asked that the Council notify the public on special event street closures.
- An option would be for the Council to have public comments on new events or other events that are being changed. Some questioned whether citizens would also want the opportunity to comment on other annual special events, as well.
- The Council needed to consider the use of public taxpayer or ratepayer funds that were being spent on special events, as well as other impacts to businesses and the community, positive or negative.
- Dan Alley commented that ODOT had not indicated that there was a limit to how many times Ivy Street could be closed during the year; ODOT looks at neighboring events and traffic patterns for that event date to determine approval.
- The City needed to take care of sending out any City public comment notices and whatever information the applicant provided to the public would be in addition. Dan Alley said that his intention after Council approval was to provide a flyer to every business on Ivy Street from 1st to 18th.
- This item could be tabled and public comment could be received at the March 25th meeting.
- It would be important to bring clarity and fairness to the special event process and to determine when public comments would be requested.
- The Community Development Committee has spent a lot of time working on a Special Event process, but that has been put on hold due to the Community Services Director vacancy. It is planned that the Committee will resume this process and could include discussion on points made at this meeting.
- Attorney Connelly noted that the Council could table this and allow public comment for the Truck Function, as this was distinguishable from other events because the Council received concerns about last year's event. Then if the Council feels like this same sort of process makes sense to apply to other special events, the Council could refine the process in the future.

The Council consensus was to table discussion and to receive public comments. The Mayor and staff will prepare the notice, using the notice procedures that are used for committee vacancies, and put on an upcoming Council agenda.

VII. PET PARADE STREET CLOSURE REQUEST

Administrator Bowers reviewed the Pet Parade street closure request; this has been an annual event since 1953. The parade route has been shortened by eliminating the turn from 6th to Front to Front to 5th. The request also includes an additional 45 minutes of street closure on Greenwood between 4th and 5th Avenues for event staging. Staff has reviewed and has no proposed changes.

MOTION: Councilor K. Leach made a motion to approve the street closure request and conditions for the Pet Parade for May 3, 2014. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

VIII. HABITAT FOR HUMANITY REQUEST

Administrator Bowers stated that the Council received a request from Habitat for Humanity to consider a reduction, postponement, or waiver of System Development Charge (SDC) fees for home(s) proposed to be constructed in Junction City by Habitat. The City's code would need to be amended to address the request. A copy of the City of Silverton's code was provided, which includes SDC waivers specific to Habitat for Humanity.

Mr. Larry VanNortwick, 1735 W. 13th, Junction City, stated that Habitat for Humanity was one of the only providers of low income housing in Junction City and they also build homes in Harrisburg and Monroe. Habitat is mostly made up of volunteers and all funds are donated. It is difficult for them to raise the funds to build these homes, especially with the SDC permit fees of around \$12,000. Homes are sold at cost with a 0% interest loan. Habitat can't provide housing for all, but they can for some and were asking the City to help with that.

Ms. Cindy Decker, 765 W. 17th Avenue, Junction City, Executive Director for Habitat, noted that the 2009 census showed that 14% of people in Junction City were in the low income group. It costs Habitat \$93,000 to \$100,000 to build a home and with SDCs at 20%, that was a huge expense for them. As a result, they haven't built a home in Junction City since 2007, but would like to continue to build here and that is why they were bringing this before the Council.

After discussion, the Council consensus was to forward this to the Finance and Judiciary Committee for further discussion.

IX. STAFF REPORTS

Director Knope distributed copies of a letter that had been received from the Department of Environmental Quality (DEQ), which indicated that the timeline for the Mutual Agreement Order (MAO) had been suspended until further notice. The letter was written in response to an e-mail that Director Knope had sent to DEQ, letting them know that the Council requested that the City send a letter to DEQ and ask for a written response on topic. Further discussions will occur at the Sewer and Street Committee

Director Knope asked the Council which committee they could like I.T. projects to go to. It was noted that Finance and Judiciary Committee reviews Building Maintenance, which also spans multiple departments and that the Committee had reviewed Springbrook software updates a few years ago.

The Council consensus was to have I.T. projects be reviewed by the Finance and Judiciary Committee.

Director Knope added that concrete was poured today for the Water Treatment Plant tanks. The project is running two to three days behind, due to dealing with the bad weather issues, but should be completed within a day of the due date.

Director Crocker reported that the recruiting process had begun for the positions of Community Services Director and City Planner.

X. COUNCILOR COMMENTS/QUESTIONS

Councilor Christensen stated that tonight's meeting included a lot of good discussion. He added that the Council was proceeding in a positive direction and it was good to be a part of it.

Councilor Hitchcock expressed appreciation for the opportunity to further his experience, which was made in reference to his involvement in committee review of I.T. projects.

Councilor Nelson asked why the DEQ letter had a reference to the mixing zone study being done in summer or fall. Director Knope responded that there was still a faction within DEQ that believes they can convince the EPA to change their minds on discharge to the Long Tom and if they can do that, this study would be done to look at the velocity and heights of the receiving stream.

Councilor Nelson asked if the One Stop meeting on wastewater financing would still be held. Director Knope responded that it would.

Councilor Nelson asked if the Treatment Stakeholder Subcommittee meetings should be continued or should sunset. Director Knope responded that he would need to check with Recorder Vodrup for exact dates, as the terms would be expiring soon. He added that whether there would be substantive information for the committee to review would depend on what DEQ does. If there is not, he would recommend thanking the committee for their work.

Councilor K. Leach asked if there were any updates on the Transportation System Plan (TSP) draft. Administrator Bowers responded that she had met with a planning representative from LCOG, who sent a revised estimate of costs to complete the TSP draft, as her work tasks were different than what the previous planner had proposed; Administrator Bowers will be reviewing that. She added that the draft Technical Memo #6 had been received from the consultant.

XI. MAYOR'S COMMENTS

Mayor Brunscheon noted that the Council had been invited to a ribbon cutting ceremony at Gun Runner Arms at their new location at the corner of Highway 99 and Highway 36.

Mayor Brunscheon stated that there were two expired terms on the Revolving Loan Fund Committee, and a Business Development Loan Application had recently been received. To expedite the process, he asked if the Council would be in favor of shortening the RLF vacancies posting deadline to March 10, 2014.

The Council consensus was in favor, and staff was directed to repost the vacancies.

Mayor Brunscheon expressed appreciation to staff and to the Council.

XII. OTHER COUNCIL BUSINESS

None.

XIII. ADJOURNMENT

As there was no further business, the meeting was adjourned at 7:56 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

David S. Brunscheon, Mayor