

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, March 14, 2017, in the Council Chambers of City Hall, 680 Greenwood Street, Junction City, Oregon.

**PRESENT:** Mayor, Mark Crenshaw, Councilors Karen Leach, Rob Stott, Jim Leach, John Gambie, Steven Hitchcock, Bill DiMarco; City Attorney, Carrie Connelly; 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 Crenshaw called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

**2. Changes to the Agenda**

None.

**3. Consent Agenda**

**MOTION:** Councilor Hitchcock made a motion to approve the consent agenda, which included the bills from February and the January 24 and February 14 and 16, 2017 Council minutes. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

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

Mr. Gentry Alexander, 810 SW Laurel, Junction City, requested that the City close the access of the stubbed street at the end of SW Laurel by Hatton Lane Apartments, because of vandalism, loitering, and other public safety concerns.

**5. Travel Lane County Annual Report – Andy Vobora**

Mr. Andy Vobora presented the annual report for Travel Lane County. Travel Lane County is a 501(c)(6), private, non-profit corporation that holds the contract to market the county for leisure travelers, convention and sports, and meetings.

**6. Resolution No. 1 – Annexation Initiation**

Planner Cogburn presented the resolution for the City to initiate the High Pass and Raintree annexations of City owned property.

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

**7. Public Hearing – Raintree Annexation and Rezone**

**A. Public Hearing**

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

**Staff Report**

Planner Cogburn stated that before the Council was the annexation and rezone of 9.93 acres of City owned property. The Council initiated the annexation, and the Planning Commission initiated the rezone. The property was within the Urban Growth Boundary and currently designated as Public on the City's Comprehensive Plan Map. The proposal was to rezone to the corresponding zoning of Public Lands. The property was one lot on the west side of SW Quince, south of the Meadow on Pitney Pond and contiguous to the City boundaries. It was vacant and included a drainage facility and walking path to the Raintree Meadows subdivision. There was an existing access easement from Bailey Lane for Public Works employees to mow and clean up debris.

Planner Cogburn continued that relevant polices for this particular request were: JCMC 17.145, 17.150, and 17.165, Chapters 1, 2, 3, 4, 6, 7, 8, and 9 of the Comprehensive Plan, and Oregon Statewide Planning Goals 1, 2, 6, 7, 8, 9, 10, 11, 12, 13, and 14. All those goals and policies had been addressed within the staff report and the proposed findings of fact.

**Proponent Testimony**

None.

**Opponent Testimony**

Mr. Brian Latta and his wife Wendy, 489 SW Quince Court, Junction City, submitted a letter for the record. The proposed property was behind their house and they were not opposed to the concept of the annexation and the area being developed as a park, but had some concerns. Their primary concern was that the proposed zoning of Public Lands only had one development standard that the setbacks would match the abutting property zoning, which in their case would be five feet, and there was no public process outside of the annexation and zone change on the park development to allow citizens to express concerns on what the park would look like and the potential impacts of on-street parking, high traffic, lighting, and noise. They asked that the Council hold off on approving the annexation and zone change.

Mr. Latta continued that there was no reference to the referendum process in the ordinance, but under Oregon Revised Statutes, all annexations were subject to the referendum. He noted that Goal 12 Transportation Goal, referenced ORS 660 Section 12, which read that if a City was going to make a significant impact on a transportation facility with development or a change in function plan (assigning a zone would be an example), the City would have to address the traffic impacts at the time of the zone change. He noted that the staff report said that the proposed rezoning complied with the City's Transportation System Plan, but he wondered what that really meant, as that was a very broad statement. He added that the park development would need to be determined to be able to analyze the actual impacts to traffic and if the property and adjoining roads could accommodate the increased traffic.

Mr. James Sharp, 501 SW Quince Street, Junction City, stated that he lived adjacent to the pedestrian path and his concerns were that there would not be adequate parking or adequate access to the property for both vehicle and foot traffic that developing a park would bring. He liked the idea of a park, but wanted to see and discuss the specifics of the park development, before doing anything with the property.

**Questions from the Council**

In response to questions, Planner Cogburn stated that there was interest on the City's part to annex this City owned parcel in order for the City to apply its own rules to pursue any sort of future park discussion or use of that parcel. This was in the City's Park Master Plan, but no development was being proposed at this time.

Administrator Knope added that this was discussed by the Parks Subcommittee and the Community Services Committee. At that time, there was concern from residents within the Raintree Meadows Subdivision that there was not a park available to them. It was made clear by the county at that time that the only thing the City could do with that parcel was to leave it as it was today and development could only occur if the property was brought into the City. The Council then decided to purchase some lots and create a pocket park in Raintree Meadows. Based on the discussions at the committee and subcommittee level, the City was looking at this opportunity to bring in this property, since the lagoon property was being brought in; that way, when the Council decided what they wanted to do with that park in the future, it would be one less step to do later down the road.

In response to a question on if there would be additional public comment on park development after annexation and rezone, Planner Cogburn stated that based on the zoning, a public park would be an allowed outright use and there was no code language that would require public input. Administrator Knope added that a parks project would go through committee review and approval by the Council.

Attorney Connelly reviewed Council options to address some of the issues that were raised:

- Regarding the traffic impact findings under the Transportation Planning Rules – If the Council wanted to move forward with the annexation, she would recommend either closing the hearing and instructing staff to bring back slightly revised findings that would address the concerns that were raised or continuing the hearing and the City could talk about possibly crafting a condition of approval that would be imposed upon the City. The condition could be that the City would have a trip cap and at the time any development of a park was proposed, the City would do any Traffic Impact Analysis that might be needed, if the traffic generated would be beyond that trip cap. This would definitely address the Goal 12 issue and support Planner Cogburn's findings that there were no significant impacts.

- Development Review – The City's code did not require development review for public lands, but the Council could start a legislative process to revise the code language to allow a public process.

Mayor Crenshaw opened the floor to additional new comments.

Mr. Sharp clarified that there was already a park at Raintree Meadows and a gravel path around the ponds that were walked regularly.

Mr. Latta shared that the City could develop park land in the county, so the City should not shy away from that. He voiced his concern about being assured about a public process, as public notices were not sent out for committee meetings, so how would residents be aware of those discussions. He asked that the record be held open for additional written comments.

#### **Additional Staff Comments**

None.

Mayor Crenshaw closed the public hearing.

#### **Council Deliberation and Decision**

Councilor DiMarco wondered about a third alternative of having the Council approve a specific park plan for that area, before annexing.

Administrator Knope noted that if the Council was not comfortable moving forward with the annexation and rezone, he would recommend not considering the ordinance and staff could explore options that would not only address this particular property, but look to develop a long range solution that would apply to other park developments in the future.

The Council consensus was to table this, have staff explore options, take to the Community Services Committee, and then bring back to Council with a recommendation at a future date.

### **8. Public Hearing – High Pass Annexation and Rezone**

#### **A. Public Hearing**

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 stated that before the Council was annexation and rezone of 39.14 acres of City owned property that was in the Urban Growth Boundary, adjacent to City limits and designated as Public on the City's Comprehensive Plan. The Planning Commission reviewed on January 18, 2017 and recommended approval. The related policies were JCMC 17.145, 17.150, 17.165, Chapters 1, 2, 3, 4, 6, 7, and 9 of the Comprehensive Plan, and Statewide Planning Goals 1, 2, 6, 7, 9, 11, 12, 13, and 14. The Findings showed that the annexation and rezone complied with all policies.

#### **Proponent/Opponent Testimony**

None.

#### **Questions from the Council**

None.

Mayor Crenshaw closed the public hearing.

#### **Council Deliberation and Decision**

None.

#### **B. Ordinance No. 2 – An Ordinance Approving the Annexation and Rezone of Tax Lots 700 and 800 of Lane County Assessor's Map 15-05-36-00.**

Planner Cogburn 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 K. Leach 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 K. Leach and passed by unanimous vote of the Council.

**9. Revolving Loan Fund Application Appeal**

Councilor DiMarco declared an exparte contact, as he had a personal, political business, and organizational relationship with the appellant, and he removed himself from discussion and took a seat in the audience.

**Staff Report**

Planner Cogburn reviewed that Mr. Jason Thiesfeld had submitted a Business Development Loan application on July 22, 2016 and it was deemed complete on August 10, 2016. The Revolving Loan Fund (RLF) Committee reviewed the application on August 31, 2016, and a decision was made to deny the application. Staff issued a determination letter, outlining the basis for denial, on September 1, 2016. The applicant then submitted an appeal request, and the appeal was before the Council tonight.

**Applicant Opening Statement**

Mr. Jason Thiesfeld, 135 Birch Street, Junction City, presented his appeal and why he felt he should be approved for a loan to develop a new Storage facility. He noted that through the Veteran's Loan Program, all the money he would borrow, including City funding, would be 100% guaranteed and insured.

**RLF Committee Testimony**

RLF Committee members shared the reasons for denial and noted that they had been unaware of a 100% loan guarantee.

**Applicant Rebuttal**

Mr. Thiesfeld said that he would be happy to provide any information. The Council consensus was that Mr. Thiesfeld should get the 100% loan guarantee in writing and provide to City staff.

**MOTION:** Councilor K. Leach made a motion to send this back to the Revolving Loan Fund Committee with information that would be gathered by the applicant within 30 days and asked that the material be given to staff to give to the Revolving Loan Fund Committee. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

Councilor DiMarco returned to the Council dais.

**10. New Liquor License Application – Junction City Roadhouse**

Chief Morris presented the liquor license application from new owners, Junction City Roadhouse, who purchased the Viking Inn. The department did not have concerns with the Council recommending approval.

**MOTION:** Councilor K. Leach made a motion to recommend approval of the liquor license application for Junction City Roadhouse, Inc. The motion was seconded by Councilor J. Leach and passed by unanimous vote of the Council.

**11. Street Closure Request 2017 JC3.1 Run/Walk**

Planner Cogburn presented the street closure request for the 3<sup>rd</sup> Annual JC3.1 Run/Walk event. Same route as last year and no staff concerns.

**MOTION:** Councilor Hitchcock made a motion to approve the street closure request for the 3<sup>rd</sup> Annual JC3.1 Run/Walk on June 17, 2017 as conditioned in Attachment B with the nonexclusive use of City streets for street closure from 8:00 a.m. to 11:00 a.m. The use of City streets will apply to the route, as attached. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

**12. Invasive Species**

Director Kaping presented the request from the owners of the Meadow on Pitney Pond for the City to assist with the nutria problem. It was estimated that there were 200 plus nutria in the

detention basin area on City property and other nutria throughout the City that were causing significant damage. The City's code did not allow trapping or harming an animal, yet the Oregon Department of Fish and Wildlife's regulations on nutria as an invasive species was that nutria must be trapped and dispatched. It was noted that nutria had taken out a fence between the creek and discharge area at the lagoons and if they breached the edge of the bank of the lagoon, it would be an extremely expensive problem; each lagoon cost one and a half million dollars.

The Council consensus was for Director Kaping and Chief Morris to take this to the Public Safety Committee and review possible code amendments to address the issue.

### 13. Planning Office Discussion

Administrator Knope presented the plan for a 20' x 30', two room Planning Office addition at the 1171 Elm Street Public Works shop. Bids were received and the project cost was \$44,574, and with a \$5,000 contingency would total approximately \$50,000. This would be funded from General Fund contingency, which had a total of \$151,000 that had not been spent. This project originally came up when the City hired the HR Assistant and needed to address staff spacing needs.

The Council consensus was for staff to keep moving forward with the project.

### 14. Community Center Door/Wall Remodel Project

Director Boldon reviewed the draft contract for architectural drawings to remodel the Community Center by removing the bay doors and installing permanent walls and an entry way. The south side would be funded from the Fiscal Year 16-17 budget and the north wall from the Fiscal Year 17-18 budget. Despite many repair efforts, water leakage continued to cause damage to the building.

**MOTION:** Councilor Hitchcock made a motion to approve the contract with Arbor South Architecture and authorize the Community Services Director to sign the contract. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

### 15. Council Agenda Forecaster

Administrator Knope presented the forecaster, which included two additional meeting agendas. He noted that there were some items for the Council from the last Public Safety Committee meeting.

The Council consensus was to hold a special Council meeting on Wednesday, March 22, 2017 at 6:30 p.m.

### 16. Staff Reports

Planner Cogburn: The City received a RLF application, and the applicant was made aware that the program was currently under review and the RLF Committee was not looking at applications.

Director Crocker: 91% of property taxes had been collected. In the FY 16-17 budget, the Local Government Pool Investment (LGPI) interest had by budgeted at \$50,000 and staff estimated the amount the City would receive by June 30<sup>th</sup> would be around \$100,000. Budget adjustments for the current fiscal year would be made at the May Council meeting.

Director Kaping: Public Works was finishing up projects for Parks and the Police Department, as well as doing alley maintenance and clean up. They were starting to install new stop signs. They removed a tree at 6<sup>th</sup> and Laurel, as part of the Safe Routes to School project.

Chief Morris: The Police Department was making good progress.

### 17. Councilor Comments/Questions

Councilor K. Leach: Thanked staff for their hard work.

Councilor Stott: How would the City be handling the public comment from Mr. Alexander. Administrator Knope responded that he would have that put on the Sewer and Street Agenda.

Councilor J. Leach: Thanked staff for their work. He asked if they could thank the property owners at 1480 Ivy for taking care of the building demolition. Administrator Knope responded that staff could do that.

Councilor J. Leach: Thanked the bankers on the RLF Committee for their work and congratulated Chief Morris for being appointed as permanent chief.

Councilor DiMarco: Asked Attorney Connelly to pass along to Attorney Monson that Lane County had raised the cigarette smoking age in Lane County, which would also apply to cities within the county.

Councilor Hitchcock: Congratulated Chief Morris.

Councilor Gambie: Being a newcomer, he thought it was great how the budget worked and instead of surprises there were projects that had been in the works for a long time coming to fruition.

**18. Mayor's Comments**

Mayor Crenshaw: Over the last month, he attended Lane ACT, LCOG, Chamber, and School Board meetings. He encouraged the Councilors to be more visible at community events to help promote a positive attitude from the public on local government. He thought it would be beneficial for Junction City to develop an Economic Development Strategy to create short term goals and measure efforts; Springfield was working on this and Veneta just completed one.

Mayor Crenshaw referred to the School District purchasing property north of Oaklea Middle School and stated that at this time, the School District had no specific plans, but had secured the property for its potential in accomplishing some of its long term goals. He toured the mental hospital on March 10<sup>th</sup> with Senator Manning and other officials at an event to raise awareness in the community and at the legislature that the budgetary savings of closing the hospital would not be equivalent to the negative impact of cutting the services of the facility.

**19. Other Business**

None.

**20. Adjournment**

As there was no further business, the meeting was adjourned at 9:38 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor