

The City Council for the City of Junction City met for a regular session and work session at 6:30 p.m. on Tuesday, March 24, 2015, 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 Herb Christensen; (Excused Absence, Councilor Steven Hitchcock); City Administrator Pro Tem, Jason Knope; Police Chief, Mark Chase; City Planner, Jordan Cogburn; and City Recorder, Kitty Vodrup.

REGULAR SESSION

I. 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.

II. CHANGES TO THE AGENDA

None.

III. PUBLIC COMMENT ON ITEMS NOT LISTED ON THE AGENDA

Ms. Linda Van Orden shared that previous Mayor David Brunscheon and previous Administrator Melissa Bowers had initiated an historical photo project at City Hall, and she presented the final project piece which included a photo of City Hall when it was built in 1931 and a photo of City Hall in 2015. Dr. Dale Rowe took the recent photo and worked on the composition of the project.

Mayor Cahill and the Council thanked Ms. Van Orden and Dr. Rowe for their work on this project.

IV. FUNCTION 4 JUNCTION STREET CLOSURE REQUEST 2015

Planner Cogburn reviewed the street closure request for the May 30th Function 4 Junction. Same request as last year, with the addition of extending the Show and Shine area and adding parking. The Community Development Committee reviewed and recommended approval.

MOTION: Councilor K. Leach made a motion to approve the street closure request for the Annual Function 4 Junction on May 30, 2015 as conditioned in Attachment B with the nonexclusive use of City streets for street closure from 5:00 p.m. to 10:00 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 Christensen and passed by unanimous vote of the Council.

V. TRUCK FUNCTION IN JUNCTION STREET CLOSURE

Planner Cogburn reviewed the street closure request for the July 18th Truck Function in Junction. The Community Development Committee reviewed and recommended approval.

MOTION: Councilor K. Leach made a motion to approve the street closure request for the Annual Truck Function in Junction on July 18, 2015 as conditioned in Attachment B with the nonexclusive use of City streets for street closure from 5:00 p.m. to 10:00 p.m. The use of the 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 Christensen and passed by unanimous vote of the Council.

VI. SERGEANTS' POSITIONS

Administrator Pro Tem Knope reviewed the request for authorization to promote two officers to the two vacant Sergeants positions. A 5.6% adjustment was made in the Sergeants salary scale, as non-union employees not receiving Cost of Living Increases over a number of years had caused the officer and Sergeant ranges to overlap.

MOTION: Councilor Nelson made a motion to approve the promotions of Eric Markell and Dan Miller and authorize the City Administrator Pro Tem to sign the necessary documents. The motion was seconded by Councilor K. Leach and passed by unanimous vote of the Council.

VII. OTHER BUSINESS

None.

VIII. ADJOURNMENT

Regular session was adjourned at 6:46 p.m.

WORK SESSION**I. REGULATION OF MEDICAL MARIJUANA FACILITIES**

Planner Cogburn shared that the Community Development Committee had been reviewing this topic and decided to forward to the full Council for discussion. Council discussion included:

- The City's moratorium on medical marijuana facilities will expire in May.
- Planner Cogburn provided maps of the City that showed where medical marijuana facilities could locate in town. Medical marijuana facilities need to be 1,000 feet from a school (daycare facilities could be included if they have a curriculum) and 1,000 feet from one another. Under the current City code, medical marijuana facilities could locate in the General Commercial district under "pharmacy." Given those parameters, there are approximately three locations where a medical marijuana facility could locate under the City's current code.
- If the Council wanted to change the City's current code to impose more restrictive regulations than the state on medical marijuana facilities, such as allowing in specific zones only, or adding additional buffers around parks or libraries, the soonest that could occur would be in June; therefore, medical marijuana facilities could come into town after the moratorium expires and under the City's current code, before any new regulations were imposed by the Council. Planner Cogburn added that if the City wanted to prohibit marijuana facilities in town, he would have to research to see what would need to be done to do this.
- Measure 91 approved the use of recreational marijuana in the state. Planner Cogburn stated that on July 1, citizens could grow and use marijuana at home or buy on the street, but recreational sales facilities from a planning standpoint would not be decided until the fall, with recreational facilities most likely not seen until the middle of next year.
- The state legislature will be discussing whether or not to combine recreational and medical marijuana, but it is likely that this decision will not be finalized until the end of this year.
- Planner Cogburn noted that he had referenced a possible similarity to prohibition, as he was assuming that the state might look at medical marijuana as no longer necessary, since recreational marijuana has been approved. During prohibition, there were medicinal alcohol prescriptions that were no longer used after alcohol became legal.
- It was noted that OLCC (Oregon Liquor Control Commission) would be administering recreational marijuana and (OHA) Oregon Health Authority oversees the medical marijuana.
- Planner Cogburn shared that the state would be taxing recreational marijuana, but cities would not be able to tax, per the measure language; however, cities could receive revenue like any other business from licensing, property tax payments, etc. He added that multiple jurisdictions had passed ordinances that they would also tax marijuana, which is setting up an interesting battle with the state.
- Council members stated that there were moral feelings on topic, but since it would soon be legal, the City needed to look at the regulation aspect.
- Mayor Cahill asked what staff would recommend the City do, after Measure 91 becomes fully integrated. Planner Cogburn responded that he would suggest defining marijuana type products, facilities, sales, and retail very clearly in the code and

possibly create an entire chapter dedicated to it that strictly addressed this particular issue rather than having it as a retail issue, unless the Council wanted to just abide by state rules. Staff has gathered examples of municipal ordinances from legal counsel, LOC (League of Oregon Cities) and municipalities in Washington and Colorado.

- Chief Chase noted that the Police Department does not monitor medical marijuana cards, as that is done through OHA. Any City code violation on medical marijuana or future recreational sales facilities would be channeled through the Planning Department as violations would fall under land use issues.
- Council members noted that it could be beneficial to know what the community view was on imposing regulations related to recreational marijuana at some point. Mayor Cahill noted that LCOG (Lane Council of Governments) offered one free survey per year that the City could use.
- Planner Cogburn noted that if a medical marijuana facility wanted to transition to sell recreational marijuana in the future, they would have to be approved and abide by the state's guidelines on that.
- It was noted that no matter what decision the Council made, future Councils could make changes, if desired.

After discussion, the Council consensus was:

1. Wait to address medical marijuana facilities and see what the state decides. The current development codes would stand, with the assumption that at the most there could probably be three medical marijuana facilities that could move into town.
2. Wait to address recreational marijuana facilities and see what the state decides.
3. Wait on the community survey, but have staff gather information on it and present different options to the Community Development Committee, with no deadline in mind.

II. COUNCIL AGENDA FORECASTER

Administrator Pro Tem Knope distributed and reviewed a draft of a Council Agenda forecaster. The intent would be for the Council to review at their first regular meeting of the month and to set the upcoming two Council agendas (next work session and next regular session). New Business items on the forecaster would be requests from committees/staff or from citizens, other agencies, or individual Council members who filled out and submitted a request form. The Council could then decide if New Business items should go to a Committee, be handled by staff, put on a future Council agenda, etc.

The Council expressed support for the forecaster and new process. Administrator Knope stated that he would work on creating an ARSOP (Administrative Rules and Standard Operating Procedures) and bring back to the Council for review.

III. HR DISCUSSION

Administrator Pro Tem Knope shared that he was looking for Council clarification on the HR position and noted that the HR position had been included in this year's budget proposal with the highest salary range, to give the Council a maximum range of options. He spoke to previous Administrator Bowers who said her intent was to have a position to help with tracking employee evaluations, implementing health and wellness programs, updating the personnel manual, making sure policies were up to date, making sure the City and staff were following state and city polices, and assisting with union negotiations.

Administrator Pro Tem Knope shared that he met with CIS's (City County Insurance) HR staff to gather a better understanding of options and found out that there were four different HR positions: Analyst, Generalist, Specialist, and Manager/Director. The analyst has a lower level function and is not required to have an HR certification. The other three positions have the HR certification and progress per position in years of experience and corresponding salary compensation from a Generalist at \$30,000 and over 5 years of experience to a Manager/Director at \$70,000 with over 20 years experience. The CIS HR consultant noted that it was uncommon to see dedicated HR staff for cities under 10,000 in population; usually that occurs with 100 employees or more.

Council members noted that they felt it was important for the HR person to have experience, but did not feel a director was needed. Administrator Pro Tem Knope responded that Ms. Bowers had also indicated that and they had talked about the Generalist or Specialist positions being more what she had in mind.

Administrator Pro Tem Knope continued that another item he included in this year's proposed budget was \$10,000 in HR training for management staff, as this was an important component to good HR practices.

IV. ADJOURNMENT

The work session was adjourned at 8:20 p.m.

ATTEST:

APPROVED:

Kitty Vodrup, City Recorder

Michael J. Cahill, Mayor