



Eugene City Council

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www.eugene-or.gov

EUGENE CITY COUNCIL AGENDA

March 9, 2026

7:30 p.m. CITY COUNCIL MEETING

City Council meetings will continue to be held in hybrid format using in person and virtual meeting technology. Information about online or other options for access and participation will be available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>

Meeting of March 9, 2026;
Her Honor Mayor Kaarin Knudson Presiding

Councilors

Lyndsie Leech, President
Greg Evans
Matt Keating
Alan Zelenka

Eliza Kashinsky, Vice President
Mike Clark
Randy Groves
Jennifer Yeh

7:30 p.m. CITY COUNCIL MEETING

1. CEREMONIAL ITEMS

A. Proclamations

2. COMMITTEE REPORTS AND ITEMS OF INTEREST

3. CONSENT CALENDAR 1

A. Interim Appointment to Human Rights Commission

B. Adoption of a Resolution Amending Eugene City Council Operating Agreements and Repealing Resolution No. 5387

C. Approval of City Council Minutes

D. Approval of City Council Tentative Agenda

4. Action: An Ordinance Amending the Willakenzie Area Plan Text; Rezoning the Property Identified as Assessor's Map 17-03-16-23, Tax Lots 04000, 04100, and 04200 from C-1 Neighborhood Commercial to C-2 Community Commercial; and Providing an Effective Date.

5. Action: An Ordinance Amending the Fairmount/University of Oregon Special Area Study Text and Diagram; Amending Sections 9.4205, 9.4215, 9.4220, And 9.9570 of the Eugene Code, 1971; Rezoning the Property Identified as Assessor's Map 17-

03-33-32, Tax Lots 07000, 07100, 07200, 07300, 07400, 07500, 07600, 07700, and 07800 to Remove the /EC East Campus Overlay Zone; and Providing an Effective Date.

- 6. Action: An Ordinance Concerning Increased Public Health Standards Coordination; Amending Sections 9.2460, 9.2461, and 9.4165 of the Eugene Code, 1971; and Providing an Effective Date.**

7. PUBLIC COMMENT

8. CONSENT CALENDAR 2

A. A Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-14-41, Tax Lot 07809 and Located at 1773 Parnell Drive) (City File: 1773 Parnell Drive; A 25-13)

B. A Resolution Annexing Land to the City of Eugene (Assessor's Map 18-03-09-30, Portion of Tax Lot 10501 and Located at 1810 Firland Boulevard) (City File: 1810 Firland Blvd; A 25-14)

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

For more information, contact the Council Coordinator at 541-682-5010,
or visit us online at www.eugene-or.gov.

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Ceremonial Matters

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Cherish Bradshaw
Phone: 541-682-8340

ISSUE STATEMENT

This item is to acknowledge awards and achievements and inform the public of proclamations by the Mayor. No action is required by the City Council.

BACKGROUND

Per City Council Operating Agreements, at the first regular meeting of each month, the first agenda item shall be used to acknowledge special recognition or awards given to the City of Eugene or for the Mayor to read proclamations which serve to encourage and educate the community. Proclamations shall be made and placed on the agenda at the discretion of the Mayor.

The following proclamation for the month of March will be highlighted during the March 9 meeting:

- February 25, 2026 – International Human Rights Leadership Award
- March 1, 2026 – Kathmandu-Eugene Sister City Day
- March 1, 2026 – Women’s History Month
- March 1-7, 2026 – Women in Construction Week
- March 8-14, 2026 – MS Awareness Week
- March 31, 2026 – Transgender Day of Visibility

ATTACHMENTS

- A. International Human Rights Leadership Award Proclamation
- B. Kathmandu-Eugene Sister City Day Proclamation
- C. Women’s History Month Proclamation
- D. Women in Construction Week Proclamation
- E. MS Awareness Week Proclamation
- F. Transgender Day of Visibility Proclamation

FOR MORE INFORMATION

Staff Contact: Cherish Bradshaw, Assistant, Mayor and City Council
Telephone: 541-682-8340
Staff E-Mail: cabradshaw@eugene-or.gov

March 9, 2026 Meeting – Item 1

OFFICE OF THE MAYOR
City of Eugene, Oregon

PROCLAMATION

WHEREAS: With gratitude for a lifetime dedicated to cultivating oneness and compassion, we recognize His Holiness the 14th Dalai Lama, Tenzin Gyatso, Nobel Peace Prize Laureate and globally revered spiritual leader of the Tibetan people; and

WHEREAS: July 6, 2025, marked the 90th birthday of His Holiness and this day was celebrated as a “Day of Compassion” globally and in the City of Eugene; and

WHEREAS: His Holiness has dedicated his life to promoting peace, nonviolence, compassion, and universal responsibility, inspiring people of all faiths and cultures to embody warmheartedness and a spirit of oneness; and

WHEREAS: The Dalai Lama’s message of kindness, human dignity, and interdependence aligns with the values embraced by the City of Eugene—values that champion diversity, equity, justice, accessibility, and well-being; and

WHEREAS: The people of Eugene recognize the Dalai Lama’s profound contributions to interfaith dialogue, cross-cultural understanding, and the defense of the rights of all peoples, including those of the Tibetan community; and

WHEREAS: We honor His Holiness’ unwavering commitment to the betterment of humanity and the enduring hope his teachings instill in Oregonians and around the world.

NOW, THEREFORE, be it resolved that I, Kaarin Knudson, Mayor of the City of Eugene, Oregon, do hereby proclaim that His Holiness the 14th Dalai Lama receive the

International Human Rights Leadership Award

and encourage all people and members of the community in Eugene to celebrate this legacy of warmheartedness and contributions that advance compassion, nonviolence, and shared humanity.

Mayor Kaarin Knudson
City of Eugene
February 25, 2026

OFFICE OF THE MAYOR
City of Eugene, Oregon

PROCLAMATION

WHEREAS: The Sister Cities of Kathmandu, Nepal and Eugene, Oregon have honored and strengthened our international relationship since its creation in 1975; and

WHEREAS: In 2025, Eugene and Kathmandu marked the 50th anniversary of our Sister City association and the unique opportunity it provides to build connections and share appreciation for our unique communities and cultures; and

WHEREAS: The Sister City program is dedicated to promoting peace, fostering friendship, and encouraging cultural understanding and international cooperation through people-to-people diplomacy; and

WHEREAS: The richness, diversity, and stability of our Sister City relationship has been nurtured by decades of local volunteerism, delegation visits, cultural events, public art, scholarship support, and technical exchange; and

WHEREAS: In March 2026, a mayoral and community delegation traveled from Eugene to Kathmandu to meet with City officials, regional elected leaders, and local community leaders; and

WHEREAS: We celebrate this enduring relationship built from a shared desire for international peace, understanding, and prosperity.

NOW, THEREFORE, be it resolved that I, Kaarin Knudson, Mayor of the City of Eugene, Oregon, do hereby proclaim March 1, 2026 to be

“Kathmandu-Eugene Sister City Day”

in Eugene and encourage all community members to join in celebrating the value of cultural exchange and the 50th anniversary of the cultural exchange and friendship between our cities.

Mayor Kaarin Knudson
City of Eugene
March 1, 2026

OFFICE OF THE MAYOR

City of Eugene, Oregon

PROCLAMATION

- WHEREAS:** Women’s History Month provides an opportunity to honor the generations of trailblazing women and girls who have fought tirelessly and courageously for equality, justice, and opportunity in our Nation; and
- WHEREAS:** International Women’s Day, celebrated on March 8th, is a global day recognizing the achievements of women and advocating for gender equality. This day serves as a call to action for accelerating women's equality and acknowledging the remarkable contributions women make in all sectors of society; and
- WHEREAS:** Throughout our history, despite hardship, exclusion, and discrimination, women have strived and sacrificed for equity and equality in communities across the country. Generations of Native American women were stewards of the land and continue to lead the fight for climate justice. Black women fought to end slavery, advocate for civil rights, and pass the Voting Rights Act. Suffragists helped pass the 19th Amendment to the Constitution so that no American could be denied a vote on the basis of sex; and
- WHEREAS:** Standing on the shoulders of the heroines who came before them, today’s women and girls continue to carry forward the mission of ensuring our daughters have the same opportunities as our sons. Women of the labor movement are achieving monumental reforms to help all workers secure the better pay, benefits, and safety they deserve. LGBTQI+ women and girls are leading the fight for justice, opportunity, and equality — especially for the transgender community; and
- WHEREAS:** Despite significant progress, women and girls continue to face systemic barriers to full and equal participation in our economy and society. In 2022, the Supreme Court overturned *Roe v. Wade*, stripping away a constitutional right from the American people and the ability of millions of women to make decisions about their own bodies, putting their health and lives at risk. Disparities persist in economic security, health care, and caregiving responsibilities, especially for women and girls of color. Those who perform critical work, including those who care for our children and our families, are too often overlooked, underpaid, and undervalued; and
- WHEREAS:** The 2026 theme “Leading the Change: Women Shaping a Sustainable Future” honors women steering transformative solutions across environmental, economic, educational, and social spheres. These leaders are building resilient, equitable systems that benefit both people and planet.

NOW, THEREFORE, I, Kaarin Knudson, Mayor of the City of Eugene, Oregon, do hereby proclaim March 2026, to be

“Women’s History Month”

in Eugene, Oregon, and encourage all community members to observe this month and to celebrate International Women’s Day on March 8, 2026.

Mayor Kaarin Knudson
City of Eugene
March 1, 2026

OFFICE OF THE MAYOR

City of Eugene, Oregon

PROCLAMATION

WHEREAS: The National Association of Women in Construction (NAWIC) Eugene Chapter 77 has distinguished itself for 63 years as the voice of women in construction in Eugene; and

WHEREAS: The work done by the NAWIC Eugene Chapter 77 has benefited Eugene through community development and educational programs; and

WHEREAS: The NAWIC Eugene Chapter 77 has unceasingly promoted the employment and advancement of women in the construction industry; and

WHEREAS: The construction community, represented by NAWIC Eugene Chapter 77, has been a driving force in fostering community development through renovation and beautification projects; promotion of skilled trades careers; and a positive vision of the future; and

WHEREAS: The NAWIC Eugene Chapter 77 has sought to achieve successful results for Eugene and surrounding areas in a cooperative spirit with other organizations.

NOW, THEREFORE, be it resolved that I, Kaarin Knudson, Mayor of the City of Eugene, Oregon, do hereby recognize the NAWIC Eugene Chapter 77 and its many dedicated volunteers for its steadfast work on behalf and support of women in construction, and do proudly proclaim the week of March 1-7, 2026 to be

“Women in Construction Week”

in Eugene and encourage our community members to congratulate the National Association of Women in Construction on its many accomplishments.

Mayor Kaarin Knudson

City of Eugene

March 1, 2026

OFFICE OF THE MAYOR

City of Eugene, Oregon

PROCLAMATION

WHEREAS: Multiple sclerosis (MS) is an unpredictable disease of the central nervous system that affects nearly 1 million Americans, causing symptoms such as fatigue, mobility challenges, vision changes, numbness, cognitive changes, and chronic pain, impacting life physically, emotionally, and socially; and

WHEREAS: The National MS Society leads efforts to fund research, advance treatment, and support families, and while more than 20 disease-modifying therapies now offer hope, continued research is essential to find a cure; and

WHEREAS: MS impacts not only those diagnosed but also their families, friends, caregivers, colleagues, health care providers, and communities, who provide essential support and encouragement; and

WHEREAS: The commitment of community leaders, health professionals, nonprofits, and volunteers plays a vital role in supporting people with MS and advancing the shared goal of a world free of MS; and

WHEREAS: MS Awareness Week, observed from March 8–14, 2026, is an opportunity for communities across Oregon and Southwest Washington to join together in raising awareness, amplifying the voices of those living with MS, and recognizing their resilience and strength. During this week, the National MS Society and local partners will host educational opportunities, advocacy activities, fundraising events, and awareness campaigns to increase understanding of MS and inspire action toward ending this disease forever.

NOW, THEREFORE, be it resolved that I, Kaarin Knudson, Mayor of the City of Eugene, Oregon, do hereby proclaim March 8-14, 2026 to be

“MS Awareness Week”

in Eugene and encourages all residents to learn more about MS, support those affected, and join efforts that move us closer to a world free of MS.

Mayor Kaarin Knudson

City of Eugene

March 8, 2026

OFFICE OF THE MAYOR
City of Eugene, Oregon

PROCLAMATION

WHEREAS: In 2021, President Joe Biden signed a presidential declaration proclaiming March 31st, as Transgender Day of Visibility in the United States; and

WHEREAS: March 31st is a day to honor and celebrate the achievements and resiliency of transgender and gender diverse people and acknowledge their determination to live openly and authentically; and

WHEREAS: Transgender people still face systemic barriers to freedom and equality, including high rates of violence, harassment, and discrimination in employment, housing, health care, and public accommodations; and

WHEREAS: The crisis of violence against transgender women, especially transgender women of color, is a stain on our Nation's conscience; and

WHEREAS: The City Council of Eugene has a vision of a community that is welcoming and safe for everyone (Resolution 5174, 2016), including transgender and gender diverse people; and

WHEREAS: The City of Eugene has the highest rank in the Municipal Equality Index, which measures how supportive an organization is of its transgender employees; and

WHEREAS: We recognize the policy updates completed to date and affirm our commitment to ongoing practice improvements so every transgender person may experience a sense of belonging in our workplaces and community; and

WHEREAS: The City of Eugene has adopted policies to prevent discrimination against the transgender community; and

WHEREAS: Eugene Police prioritize investigating bias crimes, which includes those committed against transgender individuals; and

WHEREAS: We are fortunate to have TransPonder – a local, transgender founded and led nonprofit – in our city and we benefit from the positive impact of the work they provide for our community. Whether or not one is a transgender person, family member, or ally, TransPonder offers support, education, and connection to available resources; and

WHEREAS: In February 2026, the first permanent LGBTQIA+ community center in Lane County opened at The Lavender Network in Eugene, expanding the access and visibility of local services and events; and

WHEREAS: We recognize the bravery of all City of Eugene employees and community members who decide to live their lives without hiding their most authentic self; and

WHEREAS: March 31st is an opportunity to acknowledge all the work and progress made while still recognizing there is much work to be done before transgender people will have the same access, rights, and safety others enjoy.

NOW, THEREFORE, I, Kaarin Knudson, Mayor of the City of Eugene, Oregon do hereby proclaim, March 31, 2026 to be

“Transgender Day of Visibility”

In Eugene, Oregon and encourage all people to work together in the coming year to achieve greater progress in respecting, protecting and welcoming transgender people in our community.

Mayor Kaarin Knudson
City of Eugene
March 31, 2026

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Committee Reports and Items of Interest

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 2
Staff Contact: Rosa Roach
Phone: 541-682-8497

ISSUE STATEMENT

This portion of the agenda provides an opportunity for the Mayor, Councilors, and City Manager to raise issues, present ad hoc motions, introduce resolutions and report on committee activities and actions. The time allotted for "Items" is subject to change to accommodate emerging issues.

BACKGROUND

Per Council Operating Agreements adopted on October 23, 2023 (Resolution 5387), at regular meetings held on the second and fourth Mondays of each month, the first item on the agenda or following Ceremonial Matters and the Pledge of Allegiance, shall be "Committee Reports and Items of Interest from Mayor, City Council and City Manager."

ATTACHMENTS

None.

FOR MORE INFORMATION

Staff Contact: Rosa Roach, City Council Coordinator
Telephone: 541-682-8497
Staff E-Mail: rroach@eugene-or.gov

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Interim Appointment to Human Rights Commission

Meeting Date: March 9, 2026
Department: Central Services/OECE
www.eugene-or.gov

Agenda Item Number: 3A
Staff Contact: Fabio Andrade
Phone: 541-682-5009

ISSUE STATEMENT

Commissioner Juniper Christopherson resigned from the City of Eugene Human Rights Commission (HRC) in December of 2025. According to City Code 2.270, City Council can appoint a member of the HRC work groups to fill the vacancy.

BACKGROUND

Commissioner Juniper Christopherson resigned from the City of Eugene Human Rights Commission on December 20, 2025. According to City Code 2.270 (4):

Vacancies on the commission shall be filled in the same manner as original appointments. Except where the vacancy occurs because the member from the council or the mayor ceases to serve on the commission, the council shall appoint, within 90 days of the position becoming vacant, a person to complete the member's unexpired term from the non-commission members of the commission's standing committees.

This vacancy coincided with the annual recruitment period for boards and commissions. We identified that among the applicants to the HRC was Tria Ward, a current member of the WECU work group of the HRC. Staff consulted with Tria regarding her interest in the vacant unexpired term. Tria confirmed her interest and the HRC voted on February 17, 2026 to recommend her for the vacant position.

RELATED CITY POLICIES

HRC appointments and the work of the commission are related to the Culture of Belonging and Communication & Outreach focus areas of the [Strategic Plan](#).

PREVIOUS COUNCIL DIRECTION

[June 9, 2025 City Council Meeting](#)

Councilor Evans, seconded by Councilor Leech, moved to appoint Juniper Christopherson to the Human Rights Commission for a three-year term beginning July 1, 2025 and ending on June 30, 2028.

Passed 8:0

March 9, 2026 Meeting – Item 3A

COUNCIL OPTIONS

1. Appoint HRC's WECU work group member Tria Ward to serve as HRC commissioner until June 2028.

OR

2. Take no action at this time.

CITY MANAGER'S RECOMMENDATION

None.

SUGGESTED MOTION

Move to appoint Tria Ward to serve as HRC commissioner until June 2028 filling the position vacated by Juniper Christopherson.

ATTACHMENTS

- A. Tria Ward's application to the HRC

FOR MORE INFORMATION

Staff Contact: Fabio Andrade, Equity & Community Engagement Manager

Telephone: 541-682-5009

Staff E-Mail: fandrade@eugene-or.gov



Interested Applicants

InterestedApplicants

Date Submitted: 1/28/2026 10:02:04 PM

Human Rights Commission

Name **Tria Ward**
 Address **Happy to provide confidentially for verification**
Eugene OR 97401
 Occupation **Software Engineer (DevOps)**
 Business Address **One Microsoft Way**
Redmond WA 98052
 Evening Phone **541-337-6615** Day Phone **541-337-6615**
 Do You Live within the City Limits? **Y** If so how long? **4**
 Ward **4** Neighborhood **Harlow Neighbors**
 Employer **Microsoft**
 Fax E-Mail **triaward.wecu@gmail.com**
 How did you learn of this vacancy? **Word of Mouth**

Optional Information

Gender Sexual Orientation Age
 Ethnicity
 Additional Languages spoken **English**

Education / Training

- **Mathematics BS/MS blended program, Cal Poly San Luis Obispo (Incomplete due to family emergency)**
- **Certificate of Proficiency in Culinary Arts Fundamentals, Cuesta College**

Job Experience

Due to character limitation, please feel free to review my LinkedIn profile for details: <https://www.linkedin.com/in/devops-nerd>.

Summary:

Community Service / Volunteer

Summary:

- **WeCU Member since Dec 2025**
- **TransPonder board since Oct 2024 (VP since Sept 2025)**

Personal Interest

Technology (particularly software engineering), Gardening, Cooking (and food security), Social Issues (LGBTQ rights, Environmental Stewardship, equity), I am also a practicing Buddhist and enjoy losing at chess.

Contribution

I am not sure what this question is asking, but what I hope to contribute to the City of Eugene through work on the HRC is helping to identify gaps in human rights and creative solutions to help bridge those gaps.

Personal Experience

I am not completely sure what this is asking, but my life experience has been shape by a traditional childhood, a personal crisis of self when I realized I am queer, some fun times in college with a particle accelerator, and a love of nature.



Interested Applicants

InterestedApplicants

Date Submitted: 1/28/2026 10:02:04 PM

<u>Board or Commission</u>		<u>Question</u>	<u>Answer</u>
Human Rights Commission	0	How has your employment, education, and/or volunteer experience prepared you to serve as a Human Rights Commissioner? Please be specific.	<p>My educational and professional background has prepared me to approach human rights work with rigor, balance, and a strong problem-solving framework. I studied mathematics in college, where I developed the ability to analyze complex problems objectively, evaluate evidence carefully, and seek solutions grounded in facts and reason. This training emphasized precision, logical thinking, and an awareness of assumptions- skills that are directly applicable to evaluating policy impacts and systemic inequities.</p> <p>As a software engineer, I apply these analytical skills in real-world contexts, where technical decision-making must be balanced with organizational needs, stakeholder priorities, and human impact. This work has strengthened my ability to examine problems from multiple perspectives- logical, technical, scientific, and ultimately human, and to collaborate across differences to arrive at practical, ethical solutions.</p> <p>Alongside my professional work, I have been engaged in volunteer activities across multiple domains throughout my adult life. These experiences have reinforced an essential truth: mathematics, science, and technology are only as valuable as their capacity to serve people. Volunteer work has grounded my analytical mindset in lived experience and has emphasized the importance of dignity, respect, and equity in all forms of problem-solving.</p> <p>I believe the most principal responsibility of the Human Rights Commission is to listen to community stories of harm, resilience, and unmet needs and to identify the systemic and social gaps that contribute to inequity and injustice. My background as a problem solver has taught me that the first step toward meaningful solutions is understanding the problem fully. My education, employment, and volunteer experience have prepared me to ask thoughtful questions, listen carefully, and contribute to solutions that center human dignity.</p> <p>I do want to highlight two specific areas of volunteer experience which I believe have helped prepare me to serve on Eugene's HRC specifically. I am currently serving as a member of the HRC's WeCU (Whole Eugene Community United) taskforce. I have also been a member of TransPonder's Board of Directors since October 2024, and it's Vice President since September 2025. Both of these roles have been amazing opportunities to learn more about Eugene's community (Including some of its challenges), and opportunities to make meaningful contributions to our local community.</p>



Interested Applicants

InterestedApplicants

Date Submitted: 1/28/2026 10:02:04 PM

Human Rights Commission	1	<p>How has your personal experience prepared you to serve as a Human Rights Commissioner? Please be specific.</p>	<p>The most significant aspect of my personal experience that has prepared me to serve as a Human Rights Commissioner is my journey as a queer and trans person. My path toward self-acceptance has involved long periods of introspection (both intentional and imposed) along with learning to find my voice, articulate my needs, and confront longstanding fears rooted in a sense of incongruence with the society in which I live.</p> <p>A key realization during this journey, particularly as I moved from a cisgender and heterosexual understanding of myself to a queer and trans one, has been an increased awareness of the role privilege has played in my life. While I recognize that I will never fully deconstruct all the ways privilege has shaped my perspective, I now approach this work with a clearer understanding that blind spots exist. This awareness has given me a framework for ongoing self-reflection and accountability- skills that are essential when engaging with communities whose experiences differ from my own.</p> <p>These experiences have shaped how I approach human rights work. Serving effectively on the Human Rights Commission requires curiosity, receptivity, and patience, as well as humility about the limits of one's own knowledge. It requires listening deeply to community members, valuing lived experience as expertise, and understanding that many human rights gaps only become visible when people feel safe enough to share their stories. My personal journey has prepared me to approach this responsibility with care, openness, and a commitment to continual learning.</p>
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Interested Applicants

InterestedApplicants

Date Submitted: 1/28/2026 10:02:04 PM

Human Rights Commission	2	<p>What do you see as the three most pressing human rights issues in Eugene? Select the most important and explain why.</p>	<ul style="list-style-type: none"> - Eugene has a disproportionately high rate of unhoused residents relative to its size (estimated 432 unhoused per 100,000 residents). This creates cascading human rights concerns, including access to food, physical safety, exposure during extreme weather, and vulnerability to both victimization and criminalization. - Protection of vulnerable populations- this includes several communities in Eugene, but especially immigrant communities and LGBTQ+ residents (particularly transgender people) who are currently experiencing heightened social, legal, and political pressures that threaten safety, access to services, and equal treatment. - Eugene is a community with strong values of care and compassion, yet persistent racial disparities and gaps in cultural understanding continue to shape outcomes in housing, employment, education, and interactions with institutions. <p>The question asks me to select the most important of these and to explain why. I spent a lot of time really thinking about that and realized that I can't answer that question at this time. The reason is that to choose one as the most important requires me to abandon a core principle- I cannot rank the suffering of others, and I cannot meet this work from a posture of assumption or opinion. If you ask an unhoused person which of these is most important my guess is there's a good chance they would tell you meeting homelessness is the most important and they would offer many valid reasons. If you were to ask an undocumented immigrant or family of an undocumented immigrant which is the most important they would likely tell you that protection of immigrant communities is the most important right now and they would have good reasons. Both of these answers would be correct.</p> <p>I think the role of the Human Rights Commission is not to meet these problems with opinions, but to approach these issues with curiosity, humility, and a commitment to listening. The Commission's responsibility is to hear lived experiences, interpret them through the framework of human rights principles, and identify systemic gaps that cause harm. My approach to this work begins with suspending assumptions, practicing radical curiosity, and centering the voices of those most directly affected.</p>
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Interested Applicants

InterestedApplicants

Date Submitted: 1/28/2026 10:02:04 PM

Human Rights Commission	3	<p>Describe your specific strengths and weaknesses that would allow you to negotiate group situations in which members hold strong, differing opinions. Give a specific example if possible.</p>	<p>One of my strongest assets in negotiating group situations is that, across multiple facets of my life, I regularly engage in conversations with people who hold strong (and often conflicting) opinions. I am comfortable entering spaces where disagreement exists and understand that productive outcomes are not guaranteed. In my experience, the likelihood of progress is maximized when conflict is approached from a position of respect and framed through curiosity rather than defensiveness.</p> <p>My key strengths in these situations are my commitment to listening and understanding before responding, my focus on identifying shared values beneath differing positions, and my creativity in exploring solutions that address multiple concerns.</p> <p>A weakness I continue to work on is my tendency, at times, to over-prioritize consensus over timely action. This stems from my belief in grassroots approaches to leadership, ones in which everyone has a seat at the table and feels heard. That value is non-negotiable for me, but I recognize that effective leadership also requires knowing when to guide a group toward a decision, even if full consensus is not possible or impractical.</p> <p>I am actively working to balance inclusive process with decisive action, and I view this tension not as a flaw, but as an area of ongoing growth.</p>
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EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Adoption of a Resolution Amending Eugene City Council Operating Agreements and Repealing Resolution No. 5387

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3B
Staff Contact: Katie LaSala
Phone: 541-682-5882

ISSUE STATEMENT

The City Council Operating Agreements is the document that guides how Council conducts its business. Occasionally, amendments are made to the document to reflect Council's desire to update processes. These amendments must be adopted by resolution.

BACKGROUND

At the October 13, 2025 work session, Council discussed revisions to sections 1.04 (Notice of Meetings, Special Meetings, Emergency Meetings), 1.05 (Public Forum), 9.02 (State/Federal Lobbying), 10.03 (Local Expenses), 10.05 (Petty Cash), and 12 (Meeting and Work Session Seating Assignments) of the City Council Operating Agreements. These administrative changes also had minor impacts to the following sections: 9.03 (attending Conferences, Other Meetings), 10.06 (Travel Guidelines), and 10.07 (Overseas Travel). The changes were supported by council motion at the October 13 work session and are outlined in Attachment A. Other topics were covered during the work session, but no decisions made, and Council requested another work session to continue the discussion.

The continued operating agreements discussion took place on February 18, 2026, and staff presented on the following topics: virtual speakers at public comment; prioritization of boards, commissions, and neighborhood association speakers at public comment; prioritization of new speakers at public comment; placement of action items on the agenda; postponing agenda items due to councilor absence; unplanned substantive motions and council discussion; and potentially returning to in-person Wednesday work sessions. Council discussed the first five topics and agreed to revise sections 1.05 (Public Forum) and 3.06 (Action Items) of City Council Operating Agreements. These changes were supported by motion during the work session and are also outlined in Attachment A.

Due to time constraints, discussion did not take place for these topics: unplanned substantive motions and council discussion; potentially returning to in-person Wednesday work sessions; and an additional topic related to the order of speakers for land use public hearings. Council will discuss these remaining items in a follow-up work session (date to be confirmed).

RELATED CITY POLICIES

City of Eugene [Strategic Plan 2023-2026](#) – The Council meeting processes outlined in the Council Operating Agreements contribute to several areas within the City's strategic plan:

March 9, 2026 Meeting – Item 3B

1. Communication and Outreach: Increase confidence in council and staff
2. Organizational Wellbeing: Improve organizational processes

PREVIOUS COUNCIL DIRECTION

[October 13, 2025 Work Session](#)

Councilor Evans, seconded by Councilor Zelenka, moved to direct the City Manager to place on an upcoming consent calendar agenda a resolution adopting the proposed changes to the City Council Operating Agreements as outlined in Attachment B.

Passed 7:0

[February 18, 2026 Work Session](#)

Councilor Leech, seconded by Councilor Kashinsky, moved to add to Section 1.05 of the Operating Agreements: "Official representatives of Boards, Commissions, and Neighborhood Associations will be prioritized for speaking during Public Comment ahead of other randomized speakers."

Passed 7:0

Councilor Leech, seconded by Councilor Kashinsky, moved to make the following changes to Section 1.05 of the Operating Agreements to prioritize new speakers: "Request-to-Speak forms will be shuffled so that speakers are called in random order, with persons who did not speak at the previous Public Comment prioritized ahead of persons who did speak at the previous Public comment."

Passed 6:1 (opposed by Councilor Keating)

Councilor Leech, seconded by Councilor Kashinsky, moved to make the following change to Section 3.06 of the Operating Agreements: "In general, action on ordinances and councilor-introduced resolutions or motions shall be placed on regular City Council meeting agendas and shall be scheduled before Public Comment..."

Passed 7:0

COUNCIL OPTIONS

The City Council may choose to:

- 1) Adopt the revisions and proposed resolution as submitted
- 2) Offer suggestions for modified language
- 3) Not adopt the resolution

CITY MANAGER'S RECOMMENDATION

None.

SUGGESTED MOTION

Move to adopt a Resolution amending Eugene City Council Operating Agreements and repealing Resolution No. 5387.

ATTACHMENTS

- A. City Council Operating Agreements and Intergovernmental Relations Committee Operating Agreements with Proposed Revisions
- B. Proposed Resolution with Exhibit A – Revised City Council Operating Agreements

FOR MORE INFORMATION

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EUGENE CITY COUNCIL OPERATING AGREEMENTSRESOLUTION NUMBER **5387**ADOPTED ~~OCTOBER 23, 2023~~ **MARCH 9, 2026****INTRODUCTION**

The Municipal Charter of the City of Eugene (Charter) and Eugene City Code, 1971 (E.C.), as well as the Oregon Revised Statutes (ORS) law govern many meeting requirements and actions of the Council. The Eugene Charter, Chapter 2 of the Eugene City Code, and various sections of ORS 192 and 244 are primary sources of these meeting and other operating requirements.

1. MEETING REQUIREMENTS**1.01 Time of Meetings**

Regular meetings of the Eugene City Council (the Council) shall be on the second and fourth Mondays of each month. These meetings shall begin at 7:30 p.m. and shall end at 10 p.m., or when the agenda item considered by the Council at 10 p.m. is concluded. If those days are on a legal or religious holiday, the Council may schedule the meeting for the day immediately following.

1.02 Work Sessions

The Council may meet in work sessions beginning at 5:30 p.m. prior to its regular Monday meetings. Other work sessions may be held on the second, third, fourth, and fifth Wednesdays of the month. These work sessions shall start at noon and generally last for a maximum of 90 minutes. Additional work sessions will be scheduled on the third Monday of the month, as needed, following or in lieu of a public hearing. Except for extraordinary circumstances, the total time for presentations by staff and/or others on a single agenda item shall be no more than 15 minutes.

1.03 Location of Meetings

Eugene City Council meetings shall be held within the jurisdictional boundaries of the City. Training sessions may be held outside the City limits, if no deliberations toward a decision are made. Inter-jurisdictional meetings may be held outside City limits, but should be as close to Eugene as practical. No City Council meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced. For this purpose, meetings do not include visitations or attendance at any national, regional, or state association to which the councilor belongs.

1.04 Notice of Meetings, Special Meetings, Emergency Meetings

Advance notice of at least ~~24~~ **48** hours shall be provided for all meetings. Notice shall include written notice to all news media which requested notice. In the case of emergency or when a state of emergency has been declared, notice appropriate to the circumstances shall be provided and reasons justifying the lack of 24-hour notice shall be included in the minutes of such meeting. As per both the Eugene Charter, Section 9, and Eugene Code, Section 2.007 (2), the Mayor or three of the members of the Council, may call a special meeting of the Council in manner provided in E.C. 2.007 (3).

1.05 ~~Public Forum-Comment~~

A public comment period generally shall be the fourth item of every regular meeting of the Eugene City Council, following Committee Reports and Items of Interest, Priority Goal Actions, ~~and~~ Consent Calendar 1, ~~and regular Action items~~. By council majority vote, time-sensitive issues may be moved up in the agenda order.

Persons wishing to speak must sign up to do so not later than five minutes after the meeting has been opened by the Mayor or presiding officer. The Mayor or presiding officer shall inform the audience of the requirement to sign up to speak not later than five minutes after the meeting has been called to order.

Members of the public may speak about any topic during ~~the Public Forum-Comment~~, except as provided below. If a member of the public wishes to speak on an item that is scheduled for a public hearing at that same meeting, the speaker shall wait until that public hearing. ~~The Public Comment Forum~~ cannot be used to testify about an item that is not a public matter or which has already been heard by a Hearings Official, or to provide or gather additional testimony or information on a quasi-judicial matter after the official record has been closed.

Speakers at ~~the Public Forum-Comment~~ will be limited to two-and-a-half minutes and ~~the Public Forum-Comment~~ will be limited to 90 minutes total. Request-to-Speak forms will be shuffled so that speakers are called in random order, ~~with persons who did not speak at the previous Public Comment prioritized ahead of persons who did speak at the previous Public Comment. Official representatives of Boards, Commissions, and Neighborhood associations will be prioritized during Public Comment ahead of other randomized speakers~~. No persons will be allowed to submit a "Request to Speak" form more than 30 minutes prior to the start of the meeting.

At the end of ~~the Public Forum-Comment~~ each member of the Council has the opportunity to respond to comments made during ~~the Public Forum-Comment~~. The time allocated to each member of the Council for such responses shall be up to three minutes.

1.06 ~~Public Hearings~~

Public hearings shall generally be held on the third Monday of the month, except for those months during which a Council break occurs and shall be held for all ordinances except under the terms delineated in E.C. 2.007(4). Hearings may be scheduled on other items and presentations from standing advisory bodies to the Council may be scheduled at the discretion of the Mayor and the City Manager.

Persons wishing to speak shall submit a "Request to Speak" form not later than five minutes after the commencement of the meeting at which the person wishes to speak. The Mayor or presiding officer shall inform the audience of this requirement to sign up prior to the commencement of a public hearing. In general, speakers will be limited to two-and-a-half minutes and called in a random order. Eugene Code 2.015(7) notwithstanding, councilors may ask clarifying or follow-up questions of individuals providing testimony after that individual has completed his/her testimony. Questions posed by City Councilors should be to provide clarification or additional information on testimony provided.

Questions should not be used as an attempt to lengthen or expand the testimony of the individual. Councilors shall be expected to use restraint and be considerate of the meeting time of the Council when exercising this option. The Mayor or presiding officer may intervene if a councilor is violating the spirit of this guideline. At the end of the Public Hearing, each member of the Council has the opportunity to comment on or discuss testimony given during the Public Hearing.

1.07 Executive Session

All meetings of the Council shall be held in open session, except those meetings that may be closed for purposes specified in the Oregon Attorney General's Public Records and Meetings Manual (ORS 192.610 to 192.690). These include the employment or dismissal of public employees, performance evaluation of the council's employees, labor negotiations, real property transactions negotiations, and consulting with legal counsel on pending or threatened litigation.

Notice of executive sessions shall be given as required by state law and that notice must state the specific provisions of law authorizing the session.

The Mayor and City Councilors are expected to maintain the confidentiality of the information discussed in legally noticed and conducted executive sessions as defined in Chapter 192 of the Oregon Revised Statutes.

1.08 Minutes

Written minutes shall be taken for all City Council meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. The minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

As a matter of courtesy and efficiency, a councilor should notify the Mayor and other councilors that he/she intends to propose an amendment to the minutes and should propose replacement text in advance of the meeting at which those minutes are scheduled to be approved. If the proposed amendment is a simple factual, grammatical, or spelling correction, the amendment may be proposed without consulting the minutes recorder. If, however, the proposed amendment is substantive in nature or seeks to clarify the speaker's intent, or to expand his/her remarks for the record, the councilor should notify the minutes recorder and request verification of the proposed amendment.

1.09 Voting

Section 12 of the Eugene Municipal Charter states that the Mayor only votes on matters before the Council in the case of a tie. Council members may not abstain from voting unless a conflict of interest has been declared.

1.10 Presiding Officer

The Mayor shall preside over City Council meetings when present. The president of the Council shall preside if the Mayor is absent or unable to preside. The Council vice president shall have the powers of the Council president when the Council president is performing the duties of the Mayor. If the Mayor, Council president, and vice president are unavailable, the Council members present shall elect a temporary presiding officer.

1.11 Council Officers

Council officers shall be elected for one-year terms in the manner prescribed in the E.C. 2.009, at the first regular meeting in each calendar year.

2. PLACING ITEMS ON COUNCIL AGENDA

2.01 Contact the City Manager

Contact the City Manager and explain the nature, scope and desired outcome of the item for the agenda or make the request during “Items from Mayor and City Council” at a City Council meeting. The City Manager and Mayor may then decide to place the item on a future agenda.

2.02 Council Poll

Alternatively, an item may be placed on the Council agenda by councilor request. A councilor may ask Council support staff for a work session or consideration of a resolution, and staff shall then poll all councilors, in writing, to ask if the item should be placed on the Council agenda. If, within two weeks of distribution of the poll, with an individualized reminder at five working days, four Councilors respond in the affirmative, the item shall be placed on a future Council agenda within a reasonable time.

Work session polls will generally include the work session topic and related Council goal or priority issues and questions to be addressed and intended outcomes.

2.03 Tentative Agenda on the Consent Calendar

At each regular meeting of the Council, the City Manager shall present the Tentative Agenda. This shall be placed on the Consent Calendar. If there are concerns about items on the Tentative Agenda, it may be removed at the request of any councilors from the Consent Calendar and discussed separately.

2.04 Tentative Agenda Provided Each Week

The Tentative Agenda shall be included in the weekly information packet provided to the Council.

2.05 Scheduling of Items on the Agenda

The City Manager and Mayor shall decide the date that items come before Council for work sessions and for regular meetings.

2.06 Routine Business Items on the City Council Agenda

The City Manager shall continue to place routine and standard items of Council business on the City Council agenda.

3. ORDER OF ITEMS ON A SPECIFIC DATE MEETING AGENDA

3.01 Pledge of Allegiance to the Flag

The Eugene City Council shall begin its formal council meetings with a voluntary recitation of the Pledge of Allegiance at those council meetings closest to the following holidays: Memorial Day, Veterans Day, Flag Day, and the Fourth of July.

At the council meeting closest to the Fourth of July, the ceremony will also include readings

from the Declaration of Independence and/or United States Constitution.

3.02 Ceremonial Matters

At the first regular meeting of each month, the first agenda item shall be used to acknowledge special recognition or awards given to the City of Eugene or for the Mayor to read proclamations which serve to encourage and educate the community. Proclamations shall be made and placed on the agenda at the discretion of the Mayor. This item shall be called "Ceremonial Matters." Requests for recognition under Ceremonial Matters should be submitted in writing to the Mayor.

3.03 Committee Reports and Items from Mayor, City Council and City Manager

At regular meetings held on the second and fourth Mondays of each month, the first item on the agenda or following Ceremonial Matters and the Pledge of Allegiance, shall be "Committee Reports and Items of Interest from Mayor, City Council and City Manager." This portion of the agenda provides an opportunity for the Mayor, councilors and City Manager to raise issues, present ad hoc motions, introduce resolutions and report on committee activities and actions. The time allotted for "Items" is subject to change to accommodate emerging issues.

3.04 Consent Calendar

At regular City Council meetings, in order to expedite the Council's business, routine and standard items shall be placed on the Consent Calendar 1 for Council's consideration prior to ~~the~~ Public ~~Forum-Comment~~. Annexations and similar land use action items shall be placed on Consent Calendar 2 for Council's consideration after ~~the~~ Public ~~Forum-Comment~~.

Any item on either Consent Calendar may be removed for separate consideration by any member of the Council. Revisions or corrections to meetings minutes shall be considered first, prior to other items removed from the Consent Calendar. The remaining items on the Consent Calendar may then be considered for action by a single vote. The items pulled from the Consent Calendar shall be considered after the approval of the remainder of the Consent Calendar and before the next scheduled item on the agenda, unless requested for later consideration. In general, ordinances, because of charter requirements, should not ~~to~~ be placed on the Consent Calendar.

3.05 Public Hearings Given Priority

As a guideline, public hearings shall be placed on the specific meeting agenda before items only requiring action. Further, public hearings expected to draw a small number of speakers shall be placed before public hearings for which a larger number of speakers is expected.

3.06 Action Items

In general, action on ordinances and councilor-introduced resolutions or motions shall be placed on regular City Council meeting agendas and shall be scheduled ~~before~~ ~~after~~ Public ~~Forum-Comment, unless they are Priority Goal actions~~. This does not preclude taking action on items during work sessions or other portions of the meeting. Action items that are specifically related to City Council Goals and Priorities (**Priority Goal Actions**) shall be scheduled for action prior to Consent Calendar 1. Examples include items such as Low Income Rental Housing Property Tax Exemptions (LIRHPTE) and other authorizations in

support of low-income housing.

4. COUNCIL ACTION ON AGENDA ITEMS

As a guideline, action on issues for which a public hearing has occurred shall not be taken at the same meeting at which the public hearing is held. In the case of an ordinance, the charter requires that an ordinance shall not be adopted by the Council unless it has been considered by the Council during at least two meetings. With the unanimous consent of the Council, the Council may consider and enact an ordinance at a single meeting if the Council does not amend the ordinance in a manner that modifies its substantive effect (Charter, Section 28 (3)).

5. POSTPONING AGENDA ITEMS

Any councilor may request that an item be postponed to another meeting if he/she is unable to attend the meeting at which the item has been scheduled. As a courtesy, councilors should submit in writing a request to postpone to the Mayor as early as possible. If the Mayor is unavailable, the request should be made to the City Manager or the Manager's designated staff member. A request to postpone may be made for either a work session item or a vote on an agenda item. The request to postpone shall be honored unless a majority of councilors present determines that the matter needs to be acted upon at that meeting.

6. COMMITTEES OF THE COUNCIL

6.01 Creation of Committees

While the City Code governs appointments to certain committees, the code grants broad general powers to the Mayor and City Council to create subcommittees or special ad hoc committees of the Council. The Mayor shall nominate and the Council shall appoint the members of any committee established by the Council unless a different procedure is specified at the time the committee is established. The charge to the committee shall be clearly stated at the time the committee is established, and the committee shall disband when its work is complete. Committees may be composed of councilors, interested citizens or both.

6.02 Standing Committees of the Council

There is one standing committee of the Council: Intergovernmental Relations Committee.

6.03 Standing Advisory Bodies to the Council

There are seven standing advisory bodies to the City Council. These are created in the Eugene Code and Charter and exist to provide advice on policy matters. They are: 1) Budget Committee; 2) Planning Commission; 3) Police Commission; 4) Human Rights Commission; 5) Sustainability Commission; 6) Civilian Review Board; and 7) Toxics Board.

7. CONDUCT AT MEETINGS

7.01 Roberts Rules of Order

Conduct at City Council meetings and committee meetings is governed by Robert's Rules of Order, Revised. The Council has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it. Council members shall avoid invoking the finer points of parliamentary rules which may serve only to obscure the issues.

7.02 Other Meeting Guidelines

The presiding officer shall be responsible for ensuring order and decorum are maintained. Behavior or actions that are unreasonably loud or disruptive shall be cause for removal from Council meetings. This includes engaging in violent or distracting action, making loud or disruptive noise or using similar language, and refusing to obey an order of the presiding officer.

Council members speak only for themselves and shall be open, direct and candid. They work to keep discussion moving and call for a “process check” if the discussion becomes bogged down. Time limits may be set on topics. When councilors speak to each other during public meetings, last names shall be used during regular meetings, but first names may be used during work sessions. The Mayor is, however, always referred to as “Mayor.”

During public meetings, councilors generally should not attempt to edit or rewrite prepared ordinances. Amendments to an ordinance may, however, be appropriate. Generally, councilors should give direction to staff to bring back amended ordinances for Council consideration.

If a member of the Council intends to make a motion at a meeting which is not reflected in the agenda item summary, every effort should be made to contact other members of the Council to inform them of the intent and the text of the motion at least 24 hours in advance of the meeting whenever possible or practicable. City Council support staff should be provided with the same information and may be asked to assist in the notification process.

The Mayor and Council will be limited to commenting only on the main motion prior to discussing any proposed amendments. If an amendment to the motion is made during the initial round on the main motion, subsequent remarks on the amendments will be postponed until all wishing to speak on the main motion have done so.

Comment times for the Mayor and councilors at City Council meetings or work sessions shall be generally limited to no more than three minutes. At the discretion of the Mayor or presiding officer, second and subsequent rounds may be limited further to ensure that everyone has an opportunity to be heard in the time allotted for the item.

7.03 Public Conduct

The rules of conduct for members of the public shall generally be the same as for the Council. City Code prohibits any person from bringing flags, signs, posters, and placards to a City Council meeting unless authorized by the presiding officer. The Eugene Code specifically permits arm bands, emblems, badges, and other articles worn on personal clothing, so long as such items do not extend from the body in such a way as to cause injury to another.

8. COUNCILOR REQUEST FOR STAFF ASSISTANCE

8.01 Two-Hour Rule

Initiatives requiring more than two hours of staff time must be approved by the Council. Requests that involve less than two hours staff time or resources should be directed to the City Manager.

8.02 Major Request

A councilor who desires major policy, ordinance research, or other staff assistance should

first raise the issue at a City Council work session. The Council should decide whether to proceed with the issue or ordinance before staff time is spent.

8.03 Tracking Council Requests

Except for routine inquiries, the City Manager shall respond to councilors' requests for information or assistance. The Manager shall assign these requests to appropriate City staff and track progress on the assignments. This process eliminates the possibilities of staff members duplicating each other's efforts or a request being overlooked.

9. REPRESENTING CITY POSITIONS AND PERSONAL POSITIONS

9.01 Written Communications from City Councilors and Mayor

In written communication with other officials or groups and in letters for publication, such as "to the editor," the Mayor and councilors should be careful to decide whether to speak only for themselves or for the Council. In speaking for the Council, when there is a position which the writer wishes to reinforce or explain, it is useful to circulate a copy to the Council for comment before the letter is mailed. Letters to other elected officials or agencies on City issues shall be discussed with the appropriate staff so that the City lobby effort can be coordinated.

When writing as an individual, a councilor or the Mayor is free to take any position he/she feels is appropriate. When it is a point of view different from a Council position, this fact should be included in the letter. Use of City stationery and choice of pronouns shall be left to the discretion of the councilor or the Mayor.

The governing principle is to advise the Council or staff when expressing a City position, and to make differences clear when speaking as an individual.

9.02 State/Federal Lobbying

The effectiveness of City lobbying in Salem or in Washington, D.C. depends on the clarity of the City's voice. When councilors or the Mayor represent the City in a lobbying situation, it is appropriate that the councilors or the Mayor avoid expressions of personal dissent from an adopted Council policy. This policy is stated in Resolution No. ~~4139-4908~~, Council Policy on Testimony and Funding Applications.

A councilor or the Mayor in disagreement with an adopted policy should not be deprived of the right to express such views to the appropriate officials at another time and another place. However, the councilor or the Mayor should feel bound to advise those to whom such disagreement is expressed that it is an individual view and that the Council has taken a different position.

9.03 Attending Conferences, Other Meetings

Councilors and the Mayor are encouraged to attend conferences and training sessions which would enhance their skills and knowledge. Any councilor or the Mayor may attend any meeting at which the Council is represented, but only the formally appointed official City Council representative or designated alternate, has the right to vote on matters being considered by the organization or group holding the meeting or conference. Individual councilors or the Mayor may state he or she is representing the City Council if he or she has been formally directed by the City Council to do so.

For local intergovernmental bodies or advisory groups to which an official Eugene City Council representative has been appointed, the representative is to serve as an “instructed delegate;” that is, to represent pertinent adopted City and City Council policy. If possible, the Mayor or councilors should inform the other members of the City Council of the matters being considered by intergovernmental bodies, and to the greatest extent possible, seek direction from the City Council on issues directly pertaining to the City of Eugene and adopted City policy. The representative may express his or her own opinion, provided it is identified as such, but when voting or considering matters with policy implications or budgetary considerations, the representative must follow adopted City or City Council policy and direction.

Participating in state and national groups such as the League of Oregon Cities and the National League of Cities presents the opportunity to enhance skills and knowledge and is an important avenue for the Mayor and councilors to advocate for the members of the community and the city itself. If the Mayor or councilors attend meetings of these organizations, an official voting delegate should be selected by the City Council. This voting delegate, to the greatest extent possible, informs the Mayor and City Council of issues or matters on which the voting delegate may be asked to vote. If there is existing City or Council policy, the voting delegate will vote in accordance with that policy. When providing a report to the council (see Section 10.056), votes of the delegate should be included in that report.

If the Mayor or individual councilor serves on a committee of a state or national advisory committee and has been selected in an “at large” role, that is, not a specific seat or position for a City of Eugene elected official, that person should state the adopted City or Council policies. However, that person is not bound by the adopted policy and can represent his or her own position, provided that the person makes such a disclaimer.

10. COUNCILOR EXPENSES

10.01 General Guidelines for Reimbursed Expenses

Under the provisions of the City Charter, the City may pay a councilor or the Mayor expenses that are directly related to City business. It is each councilor’s and the Mayor’s responsibility to determine if expenses are actually City-related. If there are questions about the propriety of such expenditures, the Manager shall first review the issue with the councilor. If the City Manager and the councilor cannot resolve the issue, the Manager shall discuss the matter with the Mayor. Receipts should be secured for any expenses and should accompany City Council expense report forms to record mileage and other expenses. The forms shall be available from the City Manager's Office.

Activities that support or oppose a political campaign shall not be reimbursable.

10.02 Out-of-Town Expenses

Out-of-town expenses include those incurred while attending City-related conventions, conferences, training seminars, or meetings. Expenses that are paid by the City include fees for seminars or conferences; transportation to, from, and at the destination; and lodging, meals, and incidental expenses that are necessary to conduct City business.

10.03 Local Expenses

Local expenses include those incurred while representing the Council on a committee, attending meetings, attending local seminars or conferences, attending local special events, or meeting with groups or individuals to discuss City matters. Expenses that are paid by the City are detailed in Resolution No. 4375 and include meals, conference registration, transportation and necessary incidental expenses, and up to two community group memberships, not to exceed \$100 total. **Telecommunications outlined in Resolution No. 4375 include, but are not limited to, phone and internet charges as required for conducting business.** The reimbursement for bicycle mileage using alternative forms of transportation, including walking and biking and excluding buses, as permitted in Resolution No. 4375, shall be \$.25.8 per mile as of July 1, 2020, and shall be adjusted each year at the same rate of increase as that of automobile reimbursement. Special materials such as books or directories may also be eligible for reimbursement.

If receipts are not available, a written description of expenses signed by the Councilor must be submitted along with the Council Expense Report Form. Forms shall be available from the City Manager's Office.

10.04 Spouse/Partner/Guest Expenses

The City shall reimburse councilors or the Mayor for spouse/partner/guest expenses at local events when the councilors or the Mayor and a spouse/partner/guest are jointly invited and the councilors are serving in their official capacity, such as a recognition dinner. The City does not otherwise reimburse councilors or the Mayor for expenses incurred by their spouse/partner/guest. If councilors or the Mayor wish to have their spouse/partner/guest accompany them while attending out-of-town events, the City may make reservations and have travel and lodging expenses billed directly to the City. Councilors or the Mayor must then reimburse the City for their spouse/partner/guest travel and lodging expenses. Reimbursement should be made as soon as possible so that the trip reconciliation process can be completed.

~~10.05 Petty Cash~~

~~Expenses under \$50 can be reimbursed out of the petty cash fund in the City Manager's Office.~~

10.056 Travel Guidelines

Prior notification of out-of-town travel shall be given to staff responsible for travel arrangements in the City Manager's Office whenever possible. Registration and travel arrangements should be made well in advance so that the City can take advantage of reduced fares and early registration fees. Staff shall assist councilors in making transportation and lodging arrangements and arrange to have expenses billed directly to the City; contractors shall be chosen by staff, and not by councilors.

While at a conference, councilors or the Mayor shall be expected to attend conference sessions and, within 30 days, issue a written report to share the information and perspectives with the entire City Council. If more than one councilor attends, a consolidated report may be written.

As a general guideline, each councilor is allowed two out-of-state conference trips per fiscal

year. If a councilor wishes to make additional trips, the request should be brought to attention of the full Council and should be endorsed by a majority of the Council. This guideline is intended to cover trips made at the discretion of the individual councilor; it is not intended to be applied to trips related to service on national or regional committee, such as a committee of the National League of Cities.

10.067 Overseas Travel

If the Mayor or members of the Council wish to attend a conference or make a Council business-related trip to a destination overseas, this request shall be made in writing well in advance and shall be placed on the Consent Calendar for approval by the Council.

11. ETHICS

11.01 Reporting Requirements in ORS

In accordance with ORS 244.050, the Mayor and all councilors holding office on April 15 shall be required to file an Annual Verified Statement of Economic Interest with the Oregon Government Standards and Practices Commission on or before that date. The report must be filed on the form prescribed by ORS 244.060. Each year the form shall be sent directly to the elected official by the Commission and should be returned directly to the Commission in Salem. Failure to submit the form by the April 15 deadline may result in the imposition of a civil penalty and/or removal from office.

11.02 Local Code of Ethics

The Charter requires that a code of ethics be enacted. This local code, found in the Eugene Code, places additional conflicts of interest requirements upon elected officials and creates a local process for filing complaints.

12. MEETING AND WORK SESSION SEATING ASSIGNMENTS

The Council shall be assigned seats in January, following the election of the Council president and vice president. The Mayor is always seated at the center position with the Council president seated at the Mayor's right and the Council vice president seated at the Mayor's left.

The remaining councilors shall be assigned seats in alphabetical order by last name. When the Council returns after each Council break, each person moves one seat toward the outside and to the opposite side of the table or dais; those in the outermost seats move to the innermost seats on the opposite side. **To achieve the intended rhythm between the fall and winter sessions, the cycle shall be repeated every two years.** This system allows councilors the opportunity to regularly change seats throughout a four-year term. Below is a detailed listing of the seating sequence.

Year 1 (Odd Numbered Years)

JANUARY

	Mayor	
President		Vice President
Councilor A1		Councilor B2
Councilor C3		Councilor D4
Councilor E5		Councilor F6

APRIL

	Mayor	
President		Vice President
Councilor F6		Councilor E5
Councilor B2		Councilor A1
Councilor D4		Councilor C3

SEPTEMBER

	Mayor	
President		Vice President
Councilor C3		Councilor D4
Councilor E5		Councilor F6
Councilor A1		Councilor B2

Year 2 (Even Numbered Years)

JANUARY

	Mayor	
President		Vice President
Councilor B2		Councilor A1
Councilor D4		Councilor C3
Councilor F6		Councilor E5

APRIL

	Mayor	
President		Vice President
Councilor E5		Councilor F6
Councilor A1		Councilor B2
Councilor C3		Councilor D4

SEPTEMBER

	Mayor	
President		Vice President
Councilor D4		Councilor C3
Councilor F6		Councilor E5
Councilor B2		Councilor A1

**CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS
OPERATING AGREEMENTS
ADOPTED BY THE CITY COUNCIL ON OCTOBER 23, 2023**

1. Purpose of Council Committee on Intergovernmental Relations

The Council Committee on Intergovernmental Relations (IGR Committee) exists to make recommendations to the City Council on State and Federal legislative issues. At this time, it is the only standing committee of the City Council.

2. Membership

The IGR Committee consists of three City Council members.

The three IGR Committee Council members are appointed annually by the Mayor in the normal course of appointments to various boards and commissions on which City of Eugene elected officials serve. The Mayor will appoint members that represent the City Council's political and ideological diversity.

The Mayor serves as an ex-officio member of the IGR committee.

3. Committee Chair

The IGR Committee shall elect a chair of the committee at the first regularly scheduled meeting after the Mayor has appointed the members to the IGR Committee.

4. Conducting the Business of Meeting

IGR Committee meetings are governed by Roberts Rules of Order, Revised. Like the City Council, the IGR Committee has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it.

5. Meetings

The IGR Committee meets as needed and generally meets more frequently when the Oregon Legislature is in session. Meetings of the IGR Committee are subject to the requirements of Oregon Public Meetings Law, ORS 192.620. The meetings shall be held within the jurisdictional boundaries of the City.

No IGR Committee meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced.

Advance notice of at least 24 hours shall be provided for all meetings. Notice shall include written notice to all news media that requested notice.

6. Quorum

Two members of the IGR Committee constitute a quorum for the transaction of Committee business. Other members of the City Council may attend meetings of the IGR Committee, but shall have no authority or status to vote on matters considered by the IGR Committee during that meeting.

Unanimous votes of the IGR Committee require 3 votes, not 2 votes, should an IGR Committee member be absent.

An IGR Committee member may designate the Mayor to serve as an alternate in the member's absence.

7. Minutes

Written minutes shall be taken for all IGR Committee meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. Minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

8. Process for Sessions of the Oregon Legislature

The Oregon State Legislature convenes annually in January in the state capitol of Salem. In odd years, sessions may last 160 days, referred to as "long session." During the "long session" the legislature approves a two-year state budget for the next biennium. In even years, a "short session" is held. A short session can last a maximum of 35 days. Preparation for the Long Session is begun by IGR staff who meet with the members of the IGR Committee and other City departmental staff to outline legislative policies and concepts for the upcoming session based upon City Council goals, priorities, community needs and organizational issues. These concepts, after being vetted by staff and the IGR Committee, are then submitted to the full City Council for review and approval. Once the concepts are approved, they become the basis for the Oregon Legislative Priorities document and the Legislative Policies document that serves as the cornerstone for position and lobbying efforts on bills during the session.

9. Process for Introducing Legislation

The City may wish to introduce legislative concepts on its behalf to the legislature. The IGR Committee meets and reviews all proposals for legislation prior to submittal to the Legislature.

Any City staff or elected official interested in introducing legislation prepares a written overview of the purpose of the legislative concept and draft language for review by the IGR Committee. The IGR Committee then reviews the proposal, taking action during a regular meeting to revise, adopt, or take no action on the proposal. Once the IGR Committee has voted on proposed legislative concepts, this recommendation moves forward to the full City Council for review and action.

After the proposed legislative concepts have been reviewed and approved by the full City Council, legislative concepts that have been approved are presented to the Legislature or Eugene Area Legislators for drafting.

10. Process for Review and Prioritization of Legislation

In 2013, the City Council adopted Resolution 5081 (Attachment A), which guides the IGR Committee Legislative Review process and Voting process.

Review by City staff:

- Once the bills are introduced, they are assigned by an IGR staff person to the appropriate Legislative Coordinators (LCs) for review.

- Legislative Coordinators (LCs) in the appropriate City department analyze priority introduced bills that may affect the City. LC staff is determined by each Department.
- LC staff turnaround for review and analysis of a bill is expected to be within 10 working days of the assignment of a bill unless the movement of a bill warrants a faster turn-around. In those cases, IGR staff will contact the LC and arrange for a faster review.
- If a bill addresses one or more of the policies presented in the Oregon Priorities or Legislative Policies documents for that session, the particular policy is noted in the LC staff's analysis of the bill.
- LC staff will relay both the pros and cons of a bill in their comments as well as any amendments that would make the bill more favorable.
- In collaboration with the IGR Manager, the LC will assign each bill a priority and a recommendation.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.
- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR Committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supportive testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

11. Voting on bills

The IGR Committee votes on all bill priorities and recommendations.

Approved IGR Committee minutes, including votes on bill positions, will be shared with the full City Council by including them with the weekly City Council materials. Any bill that has been reviewed by the IGR Committee may be requested for discussion by the full City Council or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda.

12. Communicating with City Council

All Councilors are encouraged to bring items of interest for follow up by the IGR Committee to the IGR Members, the IGR Manager, City Manager, or Mayor at any time.

The IGR Chair will provide regular updates to the Council during the ‘Committee Updates and Items of Interest’ section of the Regular City Council meetings.

- Outside of Legislative Session, one update per month, during Items of Interest, by the IGR Chair at the first Monday meeting. This will share with Council the outcomes from the monthly IGR Committee Meeting. The IGR Manager will send this update to the Chair prior to the meeting.
- During the Legislative Session, two updates per month to the Council, during Items of Interest, by the Chair, including Committee Meeting outcomes and Priority Bill Update. The IGR Manager will send this update to the Chair prior to the meeting.

During the Legislative Session, the IGR Manager will provide weekly Priority Bill Update Email to the full Council. During Legislative Session, the weekly Priority Bill Update Email will be included within the weekly Council packets.

13. Process for Federal Lobbying Efforts

The IGR Committee and IGR staff address Federal lobbying priorities in concert with a number of the City’s local governmental partners.

The Federal priorities begin with a review of opportunities for funding in the next Federal budget and goals that are specific to Eugene or the area. The IGR Committee meets and reviews the list of potential priority projects. Potential projects should be those projects which have already gone through the proper authorization channels and are “shovel ready” projects. Once the IGR Committee reviews the list of potential projects, the Committee develops a list of project goals that are considered to be achievable.

After the proposed goals have been vetted by staff, United Front partners, and other community partners, and the IGR Committee, the priorities list is then presented to the full City Council for review and approval.

The final list becomes part of the “United Front” agenda which is presented to the area’s congressional representatives, executive department staff, and other potential funding sources in Washington, D.C. The attendees on the lobbying trips typically include the Mayor, chair of the IGR Committee, and appropriate City staff.

14. Grants and Funding Applications

Under the direction of the City Manager, the IGR Manager will coordinate with departmental staff and Executive Leadership to ensure all City applications for grants or funding are in accordance with adopted City Policy and have existing budget authorization for any match requirements (either in-kind resources or direct funding). Coordination will include, but not be limited to, ensuring city staff are working collaboratively related to funding sources, support communications related to successful funding requests, and building relationships with potential funding partners.

15. Resolution 4908

On April 18, 2007, the City Council adopted Resolution No. 4908, “A Resolution Establishing Policy Governing City Testimony and Funding Requests, and Repealing Resolution No. 4139”. This speaks to the issue of testimony before legislative bodies, funding requests and the role of the Council in setting legislative policy. This Resolution is incorporated into this document as Attachment B.

16. City Council Operating Agreements

The operating agreements of the IGR Committee are to be incorporated into the Operating Agreements of the Eugene City Council. As the IGR Committee is a subset of the City Council, any and all process and operating agreements supersede this document. All process and operating agreements of the City Council, by extension and when relevant apply to the IGR Committee.

Attachment A: City of Eugene Resolution 5081.

Attachment B: City of Eugene Resolution 4908.

RESOLUTION NO. 5081

A RESOLUTION CONCERNING THE 2013 OREGON LEGISLATURE AND THE CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS OPERATING AGREEMENTS ADOPTED BY RESOLUTION NO. 5043.

The City Council of the City of Eugene finds that:

A. Section 2.007 of the Eugene Code, 1971, contains provisions regarding Council meetings and the establishment of Council groundrules.

B. The Eugene City Council Operating Agreements (referred to as groundrules in the Eugene Code, 1971) were adopted by Resolution No. 4588 on April 12, 1999, and have subsequently been amended, most recently by Resolution No. 5043 on October 11, 2011.

C. Included in the Operating Agreements is the document titled "City Council Committee on Intergovernmental Relations Operating Agreements" which contains the process for the City's participation in sessions of the Oregon Legislature. The City intends to pilot an alternate process for the 2013 Oregon Legislative Session as set forth in Exhibit A to this Resolution, and Resolution No. 5043 should be temporarily amended to enable the City to try the pilot process.

NOW, THEREFORE,

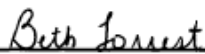
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Based on the above findings, the process for review, prioritization and lobbying of legislation for the 2013 Oregon Legislative Session shall be as described in Exhibit A to this Resolution, rather than the process set forth in Resolution No. 5043.

Section 2. A copy of this Resolution shall be appended to Resolution No. 5043.

Section 3. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 11th day of February, 2013.



City Recorder

Exhibit A

PROCESS FOR REVIEW AND PRIORITIZATION OF LEGISLATION FOR THE 2013 LEGISLATIVE SESSION

The 2013 session will start on February 4, 2013. The Legislature convenes annually in February at the State Capitol in Salem. Sessions may not exceed 160 days in odd-numbered years and 35 days in even-numbered years. Five-day extensions are allowed by a two-thirds vote in each house. In odd-numbered years, the Legislative Assembly convenes on the second Monday in January, to swear-in newly elected officials, elect legislative leaders, adopt rules, organize and appoint committees, and begin introducing bills.

REVIEW OF LEGISLATION BY CITY STAFF LEGISLATIVE COORDINATORS

In past years, bills have been assigned by the IGR staff to appropriate staff throughout the city. This has resulted in the generation of a tremendous amount of work, both for staff, as well as for the IGR committee, often with limited or no tangible benefit. Very few bills that we take positions on merit targeted lobbying efforts on behalf of the city of Eugene. This year, we will be approaching the legislative session in a much more targeted way, with the goal of being more efficient, and effective in our lobbying efforts.

The most obvious change in the process will be that IGR staff will no longer routinely assign bills to legislative coordinators for comments and positions. Instead, we will rely primarily on departments to identify significant legislative issues/bills that merit taking a position on and actively lobbying. Department/division staff will be asked to rely on professional affiliations and jurisdictional counterparts across the state to stay in touch with legislative issues arising in their area of expertise. In addition to bills identified by departments, bills will be identified in a two other primary ways, through the League of Oregon Cities, and through paid lobbyists. The League of Oregon Cities has recently implemented a new bill tracking software system, which will be a significant new resource this session. Additionally, the city council or city manager may identify issues that come to their attention for IGR staff. It is strongly believed that all significant legislation of potential impact to the city will be identified through this approach.

Once an issue/bill is identified by department staff, legislative coordinators will assess consistency of the issue with adopted City policies and past legislative positions, and will provide comments and a recommended position and priority for referral to the IGR committee. Bills/legislative issues brought to IGR staff should be limited to those determined to be high priority; that is, the bill would have significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. Examples of legislative issues that have already been identified for this session include PERS reform, telecom, and public safety. Legislation related to these issue areas could have significant

financial or operational impact on the City – therefore we plan to actively lobby the city's interests in these areas.

LEGISLATIVE ADVOCACY

As described in the previous section, advocacy efforts will be narrowed and targeted to focus on a very few, high priority issues of potential impact to the City. In the past, this was done on the basis of the priority assignment and recommendation system. Because only bills of potential impact will be referred to the CELEG system, the priority assignment system will be modified. Staff will be asked to provide a “support,” or “oppose,” recommendation for all bills to be reviewed on which we want to take a position. In rare cases, there may be a need to “monitor” a bill. In that case, specific information will be provided to explain the merits of tracking such a bill.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact the operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.
- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supporting testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for

one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

Voting on bills:

The IGR Committee votes on all bill priorities and recommendations.

All unanimous positions are presented on the full City Council's agenda for review and approval. The minutes of the IGR Committee are ratified by the City Council. Any bill that has been reviewed by the IGR Committee may be pulled for discussion at the request of any Councilor or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda. If time makes placing the bill on the City council agenda impossible, City council members will be emailed with the details of the bill and asked for their direction.

RESOLUTION NO. 4908

**A RESOLUTION ESTABLISHING POLICY GOVERNING
CITY TESTIMONY AND FUNDING REQUESTS, AND
REPEALING RESOLUTION NO. 4139.**

The City Council of the City of Eugene finds that:

- A.** Under the Eugene Charter, it is the exclusive role of the City Council to set legislative policy for the City.
- B.** On September 13, 1989 the City Council adopted Resolution No. 4139 establishing policy governing testimony and funding requests by City representatives.
- C.** The City Council has determined that Section 7 of Resolution No. 4139 should be repealed.
- D.** The Council finds that Resolution No. 4139 should be repealed in its entirety, and its provisions, other than Section 7, be readopted as hereinafter set forth as City policy governing testimony before the Federal government, the Legislative Assembly of the State of Oregon or its committees, State agencies, or municipal corporations, and submission of funding requests to such entities. As used herein, in addition to the Congress of the United States, references to "Federal government" includes all committees, commissions, departments, agencies, bureaus, and governmental divisions or instrumentalities of the United States.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based upon the above findings, which are adopted herein, Resolution No. 4139, adopted by the Council on September 13, 1989, and any other Resolution in conflict herewith is hereby repealed as of the effective date of this Resolution, and City policy governing testimony and funding requests is established as hereinafter set forth.

Section 2. Any employee or agent of the City, the Mayor or any member of the City Council or any City board or commission desiring to testify in his or her official capacity on legislative or regulatory matters before the State Legislative Assembly, State agencies, municipal corporations, or the Federal government, or desiring to submit funding requests for municipal activities thereto or to any private foundation, shall present the essence of the testimony or funding request to the Council for prior approval, modification, or disapproval.

Section 3. No employee, agent or officer of the City shall testify on legislative or regulatory matters before a governmental entity or request funding from a public or private source in his or her official capacity contrary to the adopted policies of the Council. The Mayor, members of the City Council, and members of City boards or commissions shall not make a

Resolution - I

funding request contrary to the adopted policies of the Council. No such person shall testify contrary to adopted policies of the Council unless prior to the presentation the speaker submits to the governmental entity a written statement of the City's position and orally acknowledges before speaking that the testimony will be contrary to the City's position. Summaries of all testimony delivered under this section shall be provided to the Council. Each summary shall include a description of the time, place and group before which the statement was made.

Section 4. In the event time pressures do not permit the Council to consider the testimony before the intended time of presentation by a representative of a City board or commission, the person may speak for the board or commission, but must explain that the Council has not considered the issue. Summaries of all testimony under this section shall be provided to the Council.

Section 5. Any officer, employee or agent of the City, the Mayor, or a member of the Council or a City board or commission may take a position before or request funding from administrative staff of State agencies, municipal corporations, the Federal government, or private foundations without prior approval of the Council, but must declare that consideration and approval of the Council has not been obtained if that is the case. This declaration need not be given if the position or funding request presented represents application of previously adopted Council policies with respect to the issue being considered.

Section 6. If the City Manager, or his or her designee determines it is important that the City of Eugene speak on a legislative issue or apply for available funds and the hearing schedule or funding application deadline does not permit prior Council approval, the City Manager or his or her designee is authorized to speak on behalf of the City of Eugene after consultation with the Council Legislative Committee Chair. Summaries of all testimony delivered or funding applications submitted under this section shall be provided to the Council.

Section 7. This Resolution is not to be construed to abridge the rights of individuals to testify in their own names.

Section 8. The provisions of this Resolution do not apply to testimony before an agency or court in a quasi-judicial or judicial proceeding.

Section 9. Copies of this Resolution shall be distributed to the departments, boards and commissions of the City of Eugene and, as deemed appropriate by the City Manager, to the Federal government, State Legislative Assembly, State agencies, municipal corporations, and private foundations before presentation of testimony or funding requests. The City Manager is directed to take any other necessary administrative action to implement this Resolution.

Section 10. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 18th day of April, 2007.



 City Recorder

RESOLUTION NO. ____

A RESOLUTION AMENDING EUGENE CITY COUNCIL OPERATING AGREEMENTS AND REPEALING RESOLUTION NO. 5387.

The City Council of the City of Eugene finds that:

A. Section 2.007 of the Eugene Code (EC), 1971, contains provisions regarding Council meetings and provides that the Council shall adopt Council groundrules.

B. In accordance with EC 2.007, on April 12, 1999, the Council adopted as its groundrules the Eugene City Council Operating Agreements (“Operating Agreements”) by Resolution No. 4588. Council has subsequently amended the Operating Agreements several times, most recently by Resolution No. 5387 on October 23, 2023.

C. On October 13, 2025, the Council discussed proposed amendments to sections 1.04 (Notice of Meetings, Special Meetings, Emergency Meetings), 1.05 (Public Forum), 3.04 (Consent Calendar), 3.06 (Action Items), 9.02 (State/Federal Lobbying), 9.03 (Attending Conferences, Other Meetings), 10.03 (Local Expenses), 10.05 (Petty Cash), 10.06 (Travel Guidelines), 10.07 (Overseas Travel), and 12 (Meetings and Work Session Seating Assignments) of the Operating Agreements. On February 18, 2026, the Council discussed proposed amendments to sections 1.05 (Public Forum) and 3.06 (Action Items) of the Operating Agreements. The Operating Agreements attached as Exhibit A to this Resolution includes the proposed amendments discussed on both October 13, 2025, and February 18, 2026.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

Section 1. Pursuant to Section 1.007 of the Eugene Code, 1971, and based on the above findings, the Eugene City Council Operating Agreements are amended and adopted as set forth in Exhibit A to this Resolution.

Section 2. Resolution No. 5387 and the Operating Agreements adopted by that Resolution are repealed as of the effective date of this Resolution.

The foregoing Resolution adopted the 9th day of March, 2026.

City Recorder

EUGENE CITY COUNCIL OPERATING AGREEMENTS
RESOLUTION NUMBER
ADOPTED MARCH 9, 2026

INTRODUCTION

The Municipal Charter of the City of Eugene (Charter) and Eugene City Code, 1971 (E.C.), as well as the Oregon Revised Statutes (ORS) law govern many meeting requirements and actions of the Council. The Eugene Charter, Chapter 2 of the Eugene City Code, and various sections of ORS 192 and 244 are primary sources of these meeting and other operating requirements.

1. MEETING REQUIREMENTS

1.01 Time of Meetings

Regular meetings of the Eugene City Council (the Council) shall be on the second and fourth Mondays of each month. These meetings shall begin at 7:30 p.m. and shall end at 10 p.m., or when the agenda item considered by the Council at 10 p.m. is concluded. If those days are on a legal or religious holiday, the Council may schedule the meeting for the day immediately following.

1.02 Work Sessions

The Council may meet in work sessions beginning at 5:30 p.m. prior to its regular Monday meetings. Other work sessions may be held on the second, third, fourth, and fifth Wednesdays of the month. These work sessions shall start at noon and generally last for a maximum of 90 minutes. Additional work sessions will be scheduled on the third Monday of the month, as needed, following or in lieu of a public hearing. Except for extraordinary circumstances, the total time for presentations by staff and/or others on a single agenda item shall be no more than 15 minutes.

1.03 Location of Meetings

Eugene City Council meetings shall be held within the jurisdictional boundaries of the City. Training sessions may be held outside the City limits, if no deliberations toward a decision are made. Inter-jurisdictional meetings may be held outside City limits, but should be as close to Eugene as practical. No City Council meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced. For this purpose, meetings do not include visitations or attendance at any national, regional, or state association to which the councilor belongs.

1.04 Notice of Meetings, Special Meetings, Emergency Meetings

Advance notice of at least 48 hours shall be provided for all meetings. Notice shall include written notice to all news media which requested notice. In the case of emergency or when a state of emergency has been declared, notice appropriate to the circumstances shall be provided and reasons justifying the lack of 24-hour notice shall be included in the minutes of such meeting. As per both the Eugene Charter, Section 9, and Eugene Code, Section 2.007 (2), the Mayor or three of the members of the Council, may call a special meeting of the Council in manner provided in E.C. 2.007 (3).

1.05 Public Comment

A public comment period generally shall be the fourth item of every regular meeting of the Eugene City Council, following Committee Reports and Items of Interest, Priority Goal Actions, Consent Calendar 1, and regular Action items. By council majority vote, time-sensitive issues may be moved up in the agenda order.

Persons wishing to speak must sign up to do so not later than five minutes after the meeting has been opened by the Mayor or presiding officer. The Mayor or presiding officer shall inform the audience of the requirement to sign up to speak not later than five minutes after the meeting has been called to order.

Members of the public may speak about any topic during Public Comment, except as provided below. If a member of the public wishes to speak on an item that is scheduled for a public hearing at that same meeting, the speaker shall wait until that public hearing. Public Comment cannot be used to testify about an item that is not a public matter or which has already been heard by a Hearings Official, or to provide or gather additional testimony or information on a quasi-judicial matter after the official record has been closed.

Speakers at Public Comment will be limited to two-and-a-half minutes and Public Comment will be limited to 90 minutes total. Request-to-Speak forms will be shuffled so that speakers are called in random order, with persons who did not speak at the previous Public Comment prioritized ahead of persons who did speak at the previous Public Comment. Official representatives of Boards, Commissions, and Neighborhood associations will be prioritized during Public Comment ahead of other randomized speakers. No persons will be allowed to submit a "Request to Speak" form more than 30 minutes prior to the start of the meeting.

At the end of Public Comment each member of the Council has the opportunity to respond to comments made during Public Comment. The time allocated to each member of the Council for such responses shall be up to three minutes.

1.06 Public Hearings

Public hearings shall generally be held on the third Monday of the month, except for those months during which a Council break occurs and shall be held for all ordinances except under the terms delineated in E.C. 2.007(4). Hearings may be scheduled on other items and presentations from standing advisory bodies to the Council may be scheduled at the discretion of the Mayor and the City Manager.

Persons wishing to speak shall submit a "Request to Speak" form not later than five minutes after the commencement of the meeting at which the person wishes to speak. The Mayor or presiding officer shall inform the audience of this requirement to sign up prior to the commencement of a public hearing. In general, speakers will be limited to two-and-a-half minutes and called in a random order. Eugene Code 2.015(7) notwithstanding, councilors may ask clarifying or follow-up questions of individuals providing testimony after that individual has completed his/her testimony. Questions posed by City Councilors should be to provide clarification or additional information on testimony provided. Questions should not be used as an attempt to lengthen or expand the testimony of the

individual. Councilors shall be expected to use restraint and be considerate of the meeting time of the Council when exercising this option. The Mayor or presiding officer may intervene if a councilor is violating the spirit of this guideline. At the end of the Public Hearing, each member of the Council has the opportunity to comment on or discuss testimony given during the Public Hearing.

1.07 Executive Session

All meetings of the Council shall be held in open session, except those meetings that may be closed for purposes specified in the Oregon Attorney General's Public Records and Meetings Manual (ORS 192.610 to 192.690). These include the employment or dismissal of public employees, performance evaluation of the council's employees, labor negotiations, real property transactions negotiations, and consulting with legal counsel on pending or threatened litigation.

Notice of executive sessions shall be given as required by state law and that notice must state the specific provisions of law authorizing the session.

The Mayor and City Councilors are expected to maintain the confidentiality of the information discussed in legally noticed and conducted executive sessions as defined in Chapter 192 of the Oregon Revised Statutes.

1.08 Minutes

Written minutes shall be taken for all City Council meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. The minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

As a matter of courtesy and efficiency, a councilor should notify the Mayor and other councilors that he/she intends to propose an amendment to the minutes and should propose replacement text in advance of the meeting at which those minutes are scheduled to be approved. If the proposed amendment is a simple factual, grammatical, or spelling correction, the amendment may be proposed without consulting the minutes recorder. If, however, the proposed amendment is substantive in nature or seeks to clarify the speaker's intent, or to expand his/her remarks for the record, the councilor should notify the minutes recorder and request verification of the proposed amendment.

1.09 Voting

Section 12 of the Eugene Municipal Charter states that the Mayor only votes on matters before the Council in the case of a tie. Council members may not abstain from voting unless a conflict of interest has been declared.

1.10 Presiding Officer

The Mayor shall preside over City Council meetings when present. The president of the Council shall preside if the Mayor is absent or unable to preside. The Council vice president shall have the powers of the Council president when the Council president is performing the duties of the Mayor. If the Mayor, Council president, and vice president are unavailable, the Council members present shall elect a temporary presiding officer.

1.11 Council Officers

Council officers shall be elected for one-year terms in the manner prescribed in the E.C. 2.009, at the first regular meeting in each calendar year.

2. PLACING ITEMS ON COUNCIL AGENDA

2.01 Contact the City Manager

Contact the City Manager and explain the nature, scope and desired outcome of the item for the agenda or make the request during “Items from Mayor and City Council” at a City Council meeting. The City Manager and Mayor may then decide to place the item on a future agenda.

2.02 Council Poll

Alternatively, an item may be placed on the Council agenda by councilor request. A councilor may ask Council support staff for a work session or consideration of a resolution, and staff shall then poll all councilors, in writing, to ask if the item should be placed on the Council agenda. If, within two weeks of distribution of the poll, with an individualized reminder at five working days, four Councilors respond in the affirmative, the item shall be placed on a future Council agenda within a reasonable time.

Work session polls will generally include the work session topic and related Council goal or priority issues and questions to be addressed and intended outcomes.

2.03 Tentative Agenda on the Consent Calendar

At each regular meeting of the Council, the City Manager shall present the Tentative Agenda. This shall be placed on the Consent Calendar. If there are concerns about items on the Tentative Agenda, it may be removed at the request of any councilors from the Consent Calendar and discussed separately.

2.04 Tentative Agenda Provided Each Week

The Tentative Agenda shall be included in the weekly information packet provided to the Council.

2.05 Scheduling of Items on the Agenda

The City Manager and Mayor shall decide the date that items come before Council for work sessions and for regular meetings.

2.06 Routine Business Items on the City Council Agenda

The City Manager shall continue to place routine and standard items of Council business on the City Council agenda.

3. ORDER OF ITEMS ON A SPECIFIC DATE MEETING AGENDA

3.01 Pledge of Allegiance to the Flag

The Eugene City Council shall begin its formal council meetings with a voluntary recitation of the Pledge of Allegiance at those council meetings closest to the following holidays: Memorial Day, Veterans Day, Flag Day, and the Fourth of July.

At the council meeting closest to the Fourth of July, the ceremony will also include readings from the Declaration of Independence and/or United States Constitution.

3.02 Ceremonial Matters

At the first regular meeting of each month, the first agenda item shall be used to acknowledge special recognition or awards given to the City of Eugene or for the Mayor to read proclamations which serve to encourage and educate the community. Proclamations shall be made and placed on the agenda at the discretion of the Mayor. This item shall be called "Ceremonial Matters." Requests for recognition under Ceremonial Matters should be submitted in writing to the Mayor.

3.03 Committee Reports and Items from Mayor, City Council and City Manager

At regular meetings held on the second and fourth Mondays of each month, the first item on the agenda or following Ceremonial Matters and the Pledge of Allegiance, shall be "Committee Reports and Items of Interest from Mayor, City Council and City Manager." This portion of the agenda provides an opportunity for the Mayor, councilors and City Manager to raise issues, present ad hoc motions, introduce resolutions and report on committee activities and actions. The time allotted for "Items" is subject to change to accommodate emerging issues.

3.04 Consent Calendar

At regular City Council meetings, in order to expedite the Council's business, routine and standard items shall be placed on the Consent Calendar 1 for Council's consideration prior to Public Comment. Annexations and similar land use action items shall be placed on Consent Calendar 2 for Council's consideration after Public Comment.

Any item on either Consent Calendar may be removed for separate consideration by any member of the Council. Revisions or corrections to meetings minutes shall be considered first, prior to other items removed from the Consent Calendar. The remaining items on the Consent Calendar may then be considered for action by a single vote. The items pulled from the Consent Calendar shall be considered after the approval of the remainder of the Consent Calendar and before the next scheduled item on the agenda, unless requested for later consideration. In general, ordinances, because of charter requirements, should not be placed on the Consent Calendar.

3.05 Public Hearings Given Priority

As a guideline, public hearings shall be placed on the specific meeting agenda before items only requiring action. Further, public hearings expected to draw a small number of speakers shall be placed before public hearings for which a larger number of speakers is expected.

3.06 Action Items

In general, action on ordinances and councilor-introduced resolutions or motions shall be placed on regular City Council meeting agendas and shall be scheduled before Public Comment. This does not preclude taking action on items during work sessions or other portions of the meeting. Action items that are specifically related to City Council Goals and Priorities (Priority Goal Actions) shall be scheduled for action prior to Consent Calendar 1. Examples include items such as Low Income Rental Housing Property Tax Exemptions (LIRHPTE) and other authorizations in support of low-income housing.

4. COUNCIL ACTION ON AGENDA ITEMS

As a guideline, action on issues for which a public hearing has occurred shall not be taken at the same meeting at which the public hearing is held. In the case of an ordinance, the charter requires that an ordinance shall not be adopted by the Council unless it has been considered by the Council during at least two meetings. With the unanimous consent of the Council, the Council may consider and enact an ordinance at a single meeting if the Council does not amend the ordinance in a manner that modifies its substantive effect (Charter, Section 28 (3)).

5. POSTPONING AGENDA ITEMS

Any councilor may request that an item be postponed to another meeting if he/she is unable to attend the meeting at which the item has been scheduled. As a courtesy, councilors should submit in writing a request to postpone to the Mayor as early as possible. If the Mayor is unavailable, the request should be made to the City Manager or the Manager's designated staff member. A request to postpone may be made for either a work session item or a vote on an agenda item. The request to postpone shall be honored unless a majority of councilors present determines that the matter needs to be acted upon at that meeting.

6. COMMITTEES OF THE COUNCIL

6.01 Creation of Committees

While the City Code governs appointments to certain committees, the code grants broad general powers to the Mayor and City Council to create subcommittees or special ad hoc committees of the Council. The Mayor shall nominate and the Council shall appoint the members of any committee established by the Council unless a different procedure is specified at the time the committee is established. The charge to the committee shall be clearly stated at the time the committee is established, and the committee shall disband when its work is complete. Committees may be composed of councilors, interested citizens or both.

6.02 Standing Committees of the Council

There is one standing committee of the Council: Intergovernmental Relations Committee.

6.03 Standing Advisory Bodies to the Council

There are seven standing advisory bodies to the City Council. These are created in the Eugene Code and Charter and exist to provide advice on policy matters. They are: 1) Budget Committee; 2) Planning Commission; 3) Police Commission; 4) Human Rights Commission; 5) Sustainability Commission; 6) Civilian Review Board; and 7) Toxics Board.

7. CONDUCT AT MEETINGS

7.01 Roberts Rules of Order

Conduct at City Council meetings and committee meetings is governed by Robert's Rules of Order, Revised. The Council has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it. Council members shall avoid invoking the finer points of parliamentary rules which may serve only to obscure the issues.

7.02 Other Meeting Guidelines

The presiding officer shall be responsible for ensuring order and decorum are maintained.

Behavior or actions that are unreasonably loud or disruptive shall be cause for removal from Council meetings. This includes engaging in violent or distracting action, making loud or disruptive noise or using similar language, and refusing to obey an order of the presiding officer.

Council members speak only for themselves and shall be open, direct and candid. They work to keep discussion moving and call for a “process check” if the discussion becomes bogged down. Time limits may be set on topics. When councilors speak to each other during public meetings, last names shall be used during regular meetings, but first names may be used during work sessions. The Mayor is, however, always referred to as “Mayor.”

During public meetings, councilors generally should not attempt to edit or rewrite prepared ordinances. Amendments to an ordinance may, however, be appropriate. Generally, councilors should give direction to staff to bring back amended ordinances for Council consideration.

If a member of the Council intends to make a motion at a meeting which is not reflected in the agenda item summary, every effort should be made to contact other members of the Council to inform them of the intent and the text of the motion at least 24 hours in advance of the meeting whenever possible or practicable. City Council support staff should be provided with the same information and may be asked to assist in the notification process.

The Mayor and Council will be limited to commenting only on the main motion prior to discussing any proposed amendments. If an amendment to the motion is made during the initial round on the main motion, subsequent remarks on the amendments will be postponed until all wishing to speak on the main motion have done so.

Comment times for the Mayor and councilors at City Council meetings or work sessions shall be generally limited to no more than three minutes. At the discretion of the Mayor or presiding officer, second and subsequent rounds may be limited further to ensure that everyone has an opportunity to be heard in the time allotted for the item.

7.03 Public Conduct

The rules of conduct for members of the public shall generally be the same as for the Council. City Code prohibits any person from bringing flags, signs, posters, and placards to a City Council meeting unless authorized by the presiding officer. The Eugene Code specifically permits arm bands, emblems, badges, and other articles worn on personal clothing, so long as such items do not extend from the body in such a way as to cause injury to another.

8. COUNCILOR REQUEST FOR STAFF ASSISTANCE

8.01 Two-Hour Rule

Initiatives requiring more than two hours of staff time must be approved by the Council. Requests that involve less than two hours staff time or resources should be directed to the City Manager.

8.02 Major Request

A councilor who desires major policy, ordinance research, or other staff assistance should first raise the issue at a City Council work session. The Council should decide whether to proceed with the issue or ordinance before staff time is spent.

8.03 Tracking Council Requests

Except for routine inquiries, the City Manager shall respond to councilors' requests for information or assistance. The Manager shall assign these requests to appropriate City staff and track progress on the assignments. This process eliminates the possibilities of staff members duplicating each other's efforts or a request being overlooked.

9. REPRESENTING CITY POSITIONS AND PERSONAL POSITIONS

9.01 Written Communications from City Councilors and Mayor

In written communication with other officials or groups and in letters for publication, such as "to the editor," the Mayor and councilors should be careful to decide whether to speak only for themselves or for the Council. In speaking for the Council, when there is a position which the writer wishes to reinforce or explain, it is useful to circulate a copy to the Council for comment before the letter is mailed. Letters to other elected officials or agencies on City issues shall be discussed with the appropriate staff so that the City lobby effort can be coordinated.

When writing as an individual, a councilor or the Mayor is free to take any position he/she feels is appropriate. When it is a point of view different from a Council position, this fact should be included in the letter. Use of City stationery and choice of pronouns shall be left to the discretion of the councilor or the Mayor.

The governing principle is to advise the Council or staff when expressing a City position, and to make differences clear when speaking as an individual.

9.02 State/Federal Lobbying

The effectiveness of City lobbying in Salem or in Washington, D.C. depends on the clarity of the City's voice. When councilors or the Mayor represent the City in a lobbying situation, it is appropriate that the councilors or the Mayor avoid expressions of personal dissent from an adopted Council policy. This policy is stated in Resolution No. 4908, Council Policy on Testimony and Funding Applications.

A councilor or the Mayor in disagreement with an adopted policy should not be deprived of the right to express such views to the appropriate officials at another time and another place. However, the councilor or the Mayor should feel bound to advise those to whom such disagreement is expressed that it is an individual view and that the Council has taken a different position.

9.03 Attending Conferences, Other Meetings

Councilors and the Mayor are encouraged to attend conferences and training sessions which would enhance their skills and knowledge. Any councilor or the Mayor may attend any meeting at which the Council is represented, but only the formally appointed official City Council representative or designated alternate, has the right to vote on matters being considered by the organization or group holding the meeting or conference. Individual councilors or the Mayor may state he or she is representing the City Council if he or she has been formally directed by the City Council to do so.

For local intergovernmental bodies or advisory groups to which an official Eugene City

Council representative has been appointed, the representative is to serve as an “instructed delegate;” that is, to represent pertinent adopted City and City Council policy. If possible, the Mayor or councilors should inform the other members of the City Council of the matters being considered by intergovernmental bodies, and to the greatest extent possible, seek direction from the City Council on issues directly pertaining to the City of Eugene and adopted City policy. The representative may express his or her own opinion, provided it is identified as such, but when voting or considering matters with policy implications or budgetary considerations, the representative must follow adopted City or City Council policy and direction.

Participating in state and national groups such as the League of Oregon Cities and the National League of Cities presents the opportunity to enhance skills and knowledge and is an important avenue for the Mayor and councilors to advocate for the members of the community and the city itself. If the Mayor or councilors attend meetings of these organizations, an official voting delegate should be selected by the City Council. This voting delegate, to the greatest extent possible, informs the Mayor and City Council of issues or matters on which the voting delegate may be asked to vote. If there is existing City or Council policy, the voting delegate will vote in accordance with that policy. When providing a report to the council (see Section 10.05), votes of the delegate should be included in that report.

If the Mayor or individual councilor serves on a committee of a state or national advisory committee and has been selected in an “at large” role, that is, not a specific seat or position for a City of Eugene elected official, that person should state the adopted City or Council policies. However, that person is not bound by the adopted policy and can represent his or her own position, provided that the person makes such a disclaimer.

10. COUNCILOR EXPENSES

10.01 General Guidelines for Reimbursed Expenses

Under the provisions of the City Charter, the City may pay a councilor or the Mayor expenses that are directly related to City business. It is each councilor’s and the Mayor’s responsibility to determine if expenses are actually City-related. If there are questions about the propriety of such expenditures, the Manager shall first review the issue with the councilor. If the City Manager and the councilor cannot resolve the issue, the Manager shall discuss the matter with the Mayor. Receipts should be secured for any expenses and should accompany City Council expense report forms to record mileage and other expenses. The forms shall be available from the City Manager's Office.

Activities that support or oppose a political campaign shall not be reimbursable.

10.02 Out-of-Town Expenses

Out-of-town expenses include those incurred while attending City-related conventions, conferences, training seminars, or meetings. Expenses that are paid by the City include fees for seminars or conferences; transportation to, from, and at the destination; and lodging, meals, and incidental expenses that are necessary to conduct City business.

10.03 Local Expenses

Local expenses include those incurred while representing the Council on a committee, attending meetings, attending local seminars or conferences, attending local special events, or meeting with groups or individuals to discuss City matters. Expenses that are paid by the City are detailed in Resolution No. 4375 and include meals, conference registration, transportation and necessary incidental expenses, and up to two community group memberships, not to exceed \$100 total. Telecommunications outlined in Resolution No. 4375 include, but are not limited to, phone and internet charges as required for conducting business. The reimbursement for bicycle mileage using alternative forms of transportation, including walking and biking and excluding buses, as permitted in Resolution No. 4375, shall be \$.25.8 per mile as of July 1, 2020, and shall be adjusted each year at the same rate of increase as that of automobile reimbursement. Special materials such as books or directories may also be eligible for reimbursement.

If receipts are not available, a written description of expenses signed by the Councilor must be submitted along with the Council Expense Report Form. Forms shall be available from the City Manager's Office.

10.04 Spouse/Partner/Guest Expenses

The City shall reimburse councilors or the Mayor for spouse/partner/guest expenses at local events when the councilors or the Mayor and a spouse/partner/guest are jointly invited and the councilors are serving in their official capacity, such as a recognition dinner. The City does not otherwise reimburse councilors or the Mayor for expenses incurred by their spouse/partner/guest. If councilors or the Mayor wish to have their spouse/partner/guest accompany them while attending out-of-town events, the City may make reservations and have travel and lodging expenses billed directly to the City. Councilors or the Mayor must then reimburse the City for their spouse/partner/guest travel and lodging expenses. Reimbursement should be made as soon as possible so that the trip reconciliation process can be completed.

10.05 Travel Guidelines

Prior notification of out-of-town travel shall be given to staff responsible for travel arrangements in the City Manager's Office whenever possible. Registration and travel arrangements should be made well in advance so that the City can take advantage of reduced fares and early registration fees. Staff shall assist councilors in making transportation and lodging arrangements and arrange to have expenses billed directly to the City; contractors shall be chosen by staff, and not by councilors.

While at a conference, councilors or the Mayor shall be expected to attend conference sessions and, within 30 days, issue a written report to share the information and perspectives with the entire City Council. If more than one councilor attends, a consolidated report may be written.

As a general guideline, each councilor is allowed two out-of-state conference trips per fiscal year. If a councilor wishes to make additional trips, the request should be brought to attention of the full Council and should be endorsed by a majority of the Council. This guideline is intended to cover trips made at the discretion of the individual councilor; it is not intended to be applied to trips related to service on national or regional committee, such as a committee of the National League of Cities.

10.06 Overseas Travel

If the Mayor or members of the Council wish to attend a conference or make a Council business-related trip to a destination overseas, this request shall be made in writing well in advance and shall be placed on the Consent Calendar for approval by the Council.

11. ETHICS

11.01 Reporting Requirements in ORS

In accordance with ORS 244.050, the Mayor and all councilors holding office on April 15 shall be required to file an Annual Verified Statement of Economic Interest with the Oregon Government Standards and Practices Commission on or before that date. The report must be filed on the form prescribed by ORS 244.060. Each year the form shall be sent directly to the elected official by the Commission and should be returned directly to the Commission in Salem. Failure to submit the form by the April 15 deadline may result in the imposition of a civil penalty and/or removal from office.

11.02 Local Code of Ethics

The Charter requires that a code of ethics be enacted. This local code, found in the Eugene Code, places additional conflicts of interest requirements upon elected officials and creates a local process for filing complaints.

12. MEETING AND WORK SESSION SEATING ASSIGNMENTS

The Council shall be assigned seats in January, following the election of the Council president and vice president. The Mayor is always seated at the center position with the Council president seated at the Mayor's right and the Council vice president seated at the Mayor's left.

The remaining councilors shall be assigned seats in alphabetical order by last name. When the Council returns after each Council break, each person moves one seat toward the outside and to the opposite side of the table or dais; those in the outermost seats move to the innermost seats on the opposite side. To achieve the intended rhythm between the fall and winter sessions, the cycle shall be repeated every two years. This system allows councilors the opportunity to regularly change seats throughout a four-year term. Below is a detailed listing of the seating sequence.

Year 1 (Odd Numbered Years)

JANUARY

	Mayor	
President		Vice President
Councilor A1		Councilor B2
Councilor C3		Councilor D4
Councilor E5		Councilor F6

APRIL

	Mayor	
President		Vice President
Councilor F6		Councilor E5
Councilor B2		Councilor A1
Councilor D4		Councilor C3

SEPTEMBER

	Mayor	
President		Vice President
Councilor C3		Councilor D4
Councilor E5		Councilor F6
Councilor A1		Councilor B2

Year 2 (Even Numbered Years)

JANUARY

	Mayor	
President		Vice President
Councilor B2		Councilor A1
Councilor D4		Councilor C3
Councilor F6		Councilor E5

APRIL

	Mayor	
President		Vice President
Councilor E5		Councilor F6
Councilor A1		Councilor B2
Councilor C3		Councilor D4

SEPTEMBER

	Mayor	
President		Vice President
Councilor D4		Councilor C3
Councilor F6		Councilor E5
Councilor B2		Councilor A1

**CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL RELATIONS
OPERATING AGREEMENTS
ADOPTED BY THE CITY COUNCIL ON OCTOBER 23, 2023**

1. Purpose of Council Committee on Intergovernmental Relations

The Council Committee on Intergovernmental Relations (IGR Committee) exists to make recommendations to the City Council on State and Federal legislative issues. At this time, it is the only standing committee of the City Council.

2. Membership

The IGR Committee consists of three City Council members.

The three IGR Committee Council members are appointed annually by the Mayor in the normal course of appointments to various boards and commissions on which City of Eugene elected officials serve. The Mayor will appoint members that represent the City Council's political and ideological diversity.

The Mayor serves as an ex-officio member of the IGR committee.

3. Committee Chair

The IGR Committee shall elect a chair of the committee at the first regularly scheduled meeting after the Mayor has appointed the members to the IGR Committee.

4. Conducting the Business of Meeting

IGR Committee meetings are governed by Roberts Rules of Order, Revised. Like the City Council, the IGR Committee has the obligation to be clear and simple in its procedures and in its consideration of the questions coming before it.

5. Meetings

The IGR Committee meets as needed and generally meets more frequently when the Oregon Legislature is in session. Meetings of the IGR Committee are subject to the requirements of Oregon Public Meetings Law, ORS 192.620. The meetings shall be held within the jurisdictional boundaries of the City.

No IGR Committee meeting shall be held at any place where discrimination on the basis of an individual's race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability, is practiced.

Advance notice of at least 24 hours shall be provided for all meetings. Notice shall include written notice to all news media that requested notice.

6. Quorum

Two members of the IGR Committee constitute a quorum for the transaction of Committee business. Other members of the City Council may attend meetings of the IGR Committee, but shall have no authority or status to vote on matters considered by the IGR Committee during that meeting.

Unanimous votes of the IGR Committee require 3 votes, not 2 votes, should an IGR Committee member be absent.

An IGR Committee member may designate the Mayor to serve as an alternate in the member's absence.

7. Minutes

Written minutes shall be taken for all IGR Committee meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. Minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

8. Process for Sessions of the Oregon Legislature

The Oregon State Legislature convenes annually in January in the state capitol of Salem. In odd years, sessions may last 160 days, referred to as "long session." During the "long session" the legislature approves a two-year state budget for the next biennium. In even years, a "short session" is held. A short session can last a maximum of 35 days. Preparation for the Long Session is begun by IGR staff who meet with the members of the IGR Committee and other City departmental staff to outline legislative policies and concepts for the upcoming session based upon City Council goals, priorities, community needs and organizational issues. These concepts, after being vetted by staff and the IGR Committee, are then submitted to the full City Council for review and approval. Once the concepts are approved, they become the basis for the Oregon Legislative Priorities document and the Legislative Policies document that serves as the cornerstone for position and lobbying efforts on bills during the session.

9. Process for Introducing Legislation

The City may wish to introduce legislative concepts on its behalf to the legislature. The IGR Committee meets and reviews all proposals for legislation prior to submittal to the Legislature.

Any City staff or elected official interested in introducing legislation prepares a written overview of the purpose of the legislative concept and draft language for review by the IGR Committee. The IGR Committee then reviews the proposal, taking action during a regular meeting to revise, adopt, or take no action on the proposal. Once the IGR Committee has voted on proposed legislative concepts, this recommendation moves forward to the full City Council for review and action.

After the proposed legislative concepts have been reviewed and approved by the full City Council, legislative concepts that have been approved are presented to the Legislature or Eugene Area Legislators for drafting.

10. Process for Review and Prioritization of Legislation

In 2013, the City Council adopted Resolution 5081 (Attachment A), which guides the IGR Committee Legislative Review process and Voting process.

Review by City staff:

- Once the bills are introduced, they are assigned by an IGR staff person to the appropriate Legislative Coordinators (LCs) for review.

- Legislative Coordinators (LCs) in the appropriate City department analyze priority introduced bills that may affect the City. LC staff is determined by each Department.
- LC staff turnaround for review and analysis of a bill is expected to be within 10 working days of the assignment of a bill unless the movement of a bill warrants a faster turn-around. In those cases, IGR staff will contact the LC and arrange for a faster review.
- If a bill addresses one or more of the policies presented in the Oregon Priorities or Legislative Policies documents for that session, the particular policy is noted in the LC staff's analysis of the bill.
- LC staff will relay both the pros and cons of a bill in their comments as well as any amendments that would make the bill more favorable.
- In collaboration with the IGR Manager, the LC will assign each bill a priority and a recommendation.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.
- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR Committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supportive testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

11. Voting on bills

The IGR Committee votes on all bill priorities and recommendations.

Approved IGR Committee minutes, including votes on bill positions, will be shared with the full City Council by including them with the weekly City Council materials. Any bill that has been reviewed by the IGR Committee may be requested for discussion by the full City Council or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda.

12. Communicating with City Council

All Councilors are encouraged to bring items of interest for follow up by the IGR Committee to the IGR Members, the IGR Manager, City Manager, or Mayor at any time.

The IGR Chair will provide regular updates to the Council during the 'Committee Updates and Items of Interest' section of the Regular City Council meetings.

- Outside of Legislative Session, one update per month, during Items of Interest, by the IGR Chair at the first Monday meeting. This will share with Council the outcomes from the monthly IGR Committee Meeting. The IGR Manager will send this update to the Chair prior to the meeting.
- During the Legislative Session, two updates per month to the Council, during Items of Interest, by the Chair, including Committee Meeting outcomes and Priority Bill Update. The IGR Manager will send this update to the Chair prior to the meeting.

During the Legislative Session, the IGR Manager will provide weekly Priority Bill Update Email to the full Council. During Legislative Session, the weekly Priority Bill Update Email will be included within the weekly Council packets.

13. Process for Federal Lobbying Efforts

The IGR Committee and IGR staff address Federal lobbying priorities in concert with a number of the City's local governmental partners.

The Federal priorities begin with a review of opportunities for funding in the next Federal budget and goals that are specific to Eugene or the area. The IGR Committee meets and reviews the list of potential priority projects. Potential projects should be those projects which have already gone through the proper authorization channels and are "shovel ready" projects. Once the IGR Committee reviews the list of potential projects, the Committee develops a list of project goals that are considered to be achievable.

After the proposed goals have been vetted by staff, United Front partners, and other community partners, and the IGR Committee, the priorities list is then presented to the full City Council for review and approval.

The final list becomes part of the "United Front" agenda which is presented to the area's congressional representatives, executive department staff, and other potential funding sources in Washington, D.C. The attendees on the lobbying trips typically include the Mayor, chair of the IGR Committee, and appropriate City staff.

14. Grants and Funding Applications

Under the direction of the City Manager, the IGR Manager will coordinate with departmental staff and Executive Leadership to ensure all City applications for grants or funding are in accordance with adopted City Policy and have existing budget authorization for any match requirements (either in-kind resources or direct funding). Coordination will include, but not be limited to, ensuring city staff are working collaboratively related to funding sources, support communications related to successful funding requests, and building relationships with potential funding partners.

15. Resolution 4908

On April 18, 2007, the City Council adopted Resolution No. 4908, "A Resolution Establishing Policy Governing City Testimony and Funding Requests, and Repealing Resolution No. 4139". This speaks to the issue of testimony before legislative bodies, funding requests and the role of the Council in setting legislative policy. This Resolution is incorporated into this document as Attachment B.

16. City Council Operating Agreements

The operating agreements of the IGR Committee are to be incorporated into the Operating Agreements of the Eugene City Council. As the IGR Committee is a subset of the City Council, any and all process and operating agreements supersede this document. All process and operating agreements of the City Council, by extension and when relevant apply to the IGR Committee.

Attachment A: City of Eugene Resolution 5081.

Attachment B: City of Eugene Resolution 4908.

RESOLUTION NO. 5081

**A RESOLUTION CONCERNING THE 2013 OREGON LEGISLATURE
AND THE CITY COUNCIL COMMITTEE ON INTERGOVERNMENTAL
RELATIONS OPERATING AGREEMENTS ADOPTED BY
RESOLUTION NO. 5043.**

The City Council of the City of Eugene finds that:

A. Section 2.007 of the Eugene Code, 1971, contains provisions regarding Council meetings and the establishment of Council groundrules.

B. The Eugene City Council Operating Agreements (referred to as groundrules in the Eugene Code, 1971) were adopted by Resolution No. 4588 on April 12, 1999, and have subsequently been amended, most recently by Resolution No. 5043 on October 11, 2011.

C. Included in the Operating Agreements is the document titled "City Council Committee on Intergovernmental Relations Operating Agreements" which contains the process for the City's participation in sessions of the Oregon Legislature. The City intends to pilot an alternate process for the 2013 Oregon Legislative Session as set forth in Exhibit A to this Resolution, and Resolution No. 5043 should be temporarily amended to enable the City to try the pilot process.

NOW, THEREFORE,

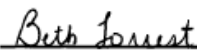
**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings, the process for review, prioritization and lobbying of legislation for the 2013 Oregon Legislative Session shall be as described in Exhibit A to this Resolution, rather than the process set forth in Resolution No. 5043.

Section 2. A copy of this Resolution shall be appended to Resolution No. 5043.

Section 3. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 11th day of February, 2013.



City Recorder

Exhibit A

PROCESS FOR REVIEW AND PRIORITIZATION OF LEGISLATION FOR THE 2013 LEGISLATIVE SESSION

The 2013 session will start on February 4, 2013. The Legislature convenes annually in February at the State Capitol in Salem. Sessions may not exceed 160 days in odd-numbered years and 35 days in even-numbered years. Five-day extensions are allowed by a two-thirds vote in each house. In odd-numbered years, the Legislative Assembly convenes on the second Monday in January, to swear-in newly elected officials, elect legislative leaders, adopt rules, organize and appoint committees, and begin introducing bills.

REVIEW OF LEGISLATION BY CITY STAFF LEGISLATIVE COORDINATORS

In past years, bills have been assigned by the IGR staff to appropriate staff throughout the city. This has resulted in the generation of a tremendous amount of work, both for staff, as well as for the IGR committee, often with limited or no tangible benefit. Very few bills that we take positions on merit targeted lobbying efforts on behalf of the city of Eugene. This year, we will be approaching the legislative session in a much more targeted way, with the goal of being more efficient, and effective in our lobbying efforts.

The most obvious change in the process will be that IGR staff will no longer routinely assign bills to legislative coordinators for comments and positions. Instead, we will rely primarily on departments to identify significant legislative issues/bills that merit taking a position on and actively lobbying. Department/division staff will be asked to rely on professional affiliations and jurisdictional counterparts across the state to stay in touch with legislative issues arising in their area of expertise. In addition to bills identified by departments, bills will be identified in a two other primary ways, through the League of Oregon Cities, and through paid lobbyists. The League of Oregon Cities has recently implemented a new bill tracking software system, which will be a significant new resource this session. Additionally, the city council or city manager may identify issues that come to their attention for IGR staff. It is strongly believed that all significant legislation of potential impact to the city will be identified through this approach.

Once an issue/bill is identified by department staff, legislative coordinators will assess consistency of the issue with adopted City policies and past legislative positions, and will provide comments and a recommended position and priority for referral to the IGR committee. Bills/legislative issues brought to IGR staff should be limited to those determined to be high priority; that is, the bill would have significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. Examples of legislative issues that have already been identified for this session include PERS reform, telecom, and public safety. Legislation related to these issue areas could have significant

financial or operational impact on the City – therefore we plan to actively lobby the city's interests in these areas.

LEGISLATIVE ADVOCACY

As described in the previous section, advocacy efforts will be narrowed and targeted to focus on a very few, high priority issues of potential impact to the City. In the past, this was done on the basis of the priority assignment and recommendation system. Because only bills of potential impact will be referred to the CELEG system, the priority assignment system will be modified. Staff will be asked to provide a "support," or "oppose," recommendation for all bills to be reviewed on which we want to take a position. In rare cases, there may be a need to "monitor" a bill. In that case, specific information will be provided to explain the merits of tracking such a bill.

Position Recommendations:

Support: From the City's perspective, we are in favor of the bill and the impacts. Legislative Coordinators should note why we are in favor of the bill and note any amendments that would make the bill better.

Oppose: From the City's perspective, we are opposed to the bill and the impacts. Legislative Coordinators should note why we are opposed and make any recommendations that would make the bill better, if applicable.

Priority Recommendations:

- **High Priority Bills:** We will be highly selective in identifying priority bills to be forwarded to the Intergovernmental Relations Committee (IGR). For a bill to be recommended as a high priority bill to be actively lobbied, either in support or in opposition, the bill would have a significant impact on City operations, services, or finances in such ways as to fundamentally impact department administration, organization, personnel, allocation of City resources, or local decision-making, either negatively or positively. The issues addressed by the bill are of significant interest to the City even if they do not directly impact the operations, services, or finances of the City. Examples of high priority bills could include Telecom/local pre-emption efforts, PERS reform, Public Safety, and transportation funding.
- In addition to be bills identified as high priority, other bills and legislative issues may be forwarded to the IGR committee to enable staff to provide supportive or opposing written or oral testimony. Examples of issues that may require supporting testimony (as opposed to active lobbying) include support for the Oregon Cultural Trust, support for

one of our partner agencies lobbying efforts (University of Oregon, City of Springfield, EWEB), etc.

Voting on bills:

The IGR Committee votes on all bill priorities and recommendations.

All unanimous positions are presented on the full City Council's agenda for review and approval. The minutes of the IGR Committee are ratified by the City Council. Any bill that has been reviewed by the IGR Committee may be pulled for discussion at the request of any Councilor or by the Mayor.

If a position the IGR Committee has taken on a bill is not unanimous, the position on that bill will be Neutral until the full City Council weighs in and directs a position. If possible, the bill will then be placed on the next available City Council agenda. If time makes placing the bill on the City council agenda impossible, City council members will be emailed with the details of the bill and asked for their direction.

{00083961;1}

Exhibit A - Page 3 of 3

RESOLUTION NO. 4908

**A RESOLUTION ESTABLISHING POLICY GOVERNING
CITY TESTIMONY AND FUNDING REQUESTS, AND
REPEALING RESOLUTION NO. 4139.**

The City Council of the City of Eugene finds that:

- A.** Under the Eugene Charter, it is the exclusive role of the City Council to set legislative policy for the City.
- B.** On September 13, 1989 the City Council adopted Resolution No. 4139 establishing policy governing testimony and funding requests by City representatives.
- C.** The City Council has determined that Section 7 of Resolution No. 4139 should be repealed.
- D.** The Council finds that Resolution No. 4139 should be repealed in its entirety, and its provisions, other than Section 7, be readopted as hereinafter set forth as City policy governing testimony before the Federal government, the Legislative Assembly of the State of Oregon or its committees, State agencies, or municipal corporations, and submission of funding requests to such entities. As used herein, in addition to the Congress of the United States, references to "Federal government" includes all committees, commissions, departments, agencies, bureaus, and governmental divisions or instrumentalities of the United States.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based upon the above findings, which are adopted herein, Resolution No. 4139, adopted by the Council on September 13, 1989, and any other Resolution in conflict herewith is hereby repealed as of the effective date of this Resolution, and City policy governing testimony and funding requests is established as hereinafter set forth.

Section 2. Any employee or agent of the City, the Mayor or any member of the City Council or any City board or commission desiring to testify in his or her official capacity on legislative or regulatory matters before the State Legislative Assembly, State agencies, municipal corporations, or the Federal government, or desiring to submit funding requests for municipal activities thereto or to any private foundation, shall present the essence of the testimony or funding request to the Council for prior approval, modification, or disapproval.

Section 3. No employee, agent or officer of the City shall testify on legislative or regulatory matters before a governmental entity or request funding from a public or private source in his or her official capacity contrary to the adopted policies of the Council. The Mayor, members of the City Council, and members of City boards or commissions shall not make a

funding request contrary to the adopted policies of the Council. No such person shall testify contrary to adopted policies of the Council unless prior to the presentation the speaker submits to the governmental entity a written statement of the City's position and orally acknowledges before speaking that the testimony will be contrary to the City's position. Summaries of all testimony delivered under this section shall be provided to the Council. Each summary shall include a description of the time, place and group before which the statement was made.

Section 4. In the event time pressures do not permit the Council to consider the testimony before the intended time of presentation by a representative of a City board or commission, the person may speak for the board or commission, but must explain that the Council has not considered the issue. Summaries of all testimony under this section shall be provided to the Council.

Section 5. Any officer, employee or agent of the City, the Mayor, or a member of the Council or a City board or commission may take a position before or request funding from administrative staff of State agencies, municipal corporations, the Federal government, or private foundations without prior approval of the Council, but must declare that consideration and approval of the Council has not been obtained if that is the case. This declaration need not be given if the position or funding request represents application of previously adopted Council policies with respect to the issue being considered.

Section 6. If the City Manager, or his or her designee determines it is important that the City of Eugene speak on a legislative issue or apply for available funds and the hearing schedule or funding application deadline does not permit prior Council approval, the City Manager or his or her designee is authorized to speak on behalf of the City of Eugene after consultation with the Council Legislative Committee Chair. Summaries of all testimony delivered or funding applications submitted under this section shall be provided to the Council.

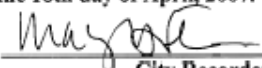
Section 7. This Resolution is not to be construed to abridge the rights of individuals to testify in their own names.

Section 8. The provisions of this Resolution do not apply to testimony before an agency or court in a quasi-judicial or judicial proceeding.

Section 9. Copies of this Resolution shall be distributed to the departments, boards and commissions of the City of Eugene and, as deemed appropriate by the City Manager, to the Federal government, State Legislative Assembly, State agencies, municipal corporations, and private foundations before presentation of testimony or funding requests. The City Manager is directed to take any other necessary administrative action to implement this Resolution.

Section 10. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 18th day of April, 2007.



City Recorder

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Approval of City Council Minutes

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3C
Staff Contact: Rosa Roach
Phone: 541-682-8497

ISSUE STATEMENT

This is a routine item to approve City Council minutes.

BACKGROUND

Per City Council Operating Agreements, written minutes shall be taken for all City Council meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. The minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

As a matter of courtesy and efficiency a councilor should notify the Mayor and other councilors that they intend to propose an amendment to the minutes and should propose replacement text in advance of the meeting at which those minutes are scheduled to be approved. If the proposed amendment is a simple factual, grammatical, or spelling correction, the amendment may be proposed without consulting the minutes recorder. If the proposed amendment is substantive in nature or seeks to clarify the speaker's intent, the councilor should notify the minutes recorder and request verification of the proposed amendment.

SUGGESTED MOTION

Move to approve the minutes for the work sessions, meetings, and public hearings on January 14, 2026, January 20, 2026, January 26, 2026, and February 17, 2026.

ATTACHMENTS

- A. January 14, 2026 Work Session
- B. January 20, 2026 Public Hearing
- C. January 26, 2026 Work Session
- D. January 26, 2026 Meeting
- E. February 17, 2026 Public Hearing

FOR MORE INFORMATION

Staff Contact: Rosa Roach, City Council Coordinator
Telephone: 541-682-8497
Staff E-Mail: rroach@eugene-or.gov

MINUTES

Eugene City Council Work Session Eugene, Oregon 97401

January 14, 2026
12:00 p.m.

Councilors Present: Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Lyndsie Leech, and Randy Groves

Mayor Knudson opened the January 14, 2026 Eugene City Council Work Session in a hybrid in-person and virtual format at 500 E. 4th Avenue, North Building, Eugene, OR 97401.

1. WORK SESSION: Library Local Option Levy

City Manager Pro Tem, Matt Rodrigues, introduced Joshua Bates, Library, Recreation and Cultural Services Executive Director, and Angela Ocaña, Library Director, who shared information from polling on the three library levy options.

Councilor Discussion:

- Councilor Evans – asked if data existed capturing the preference of the public by ward.
- Councilor Zelenka – asked staff for the percentage in favor of the 2020 library levy; asked for a description of how the kiosks work, noted in option three; noted his no vote for the 2020 library levy was due to his desire to seek a higher level of funding from voters; indicated the polling in the past was lower than the actual number of voters in support for library services; stated library services are an essential city service, and that voters have the opportunity to show their support every five years; noted the polling questions did not focus on the vending kiosks; asked about the costs of implementing the kiosks as part of option two.
- Councilor Groves – asked about the 4.9 percent margin of error and if the sample size attributed to that percentage.
- Councilor Clark – asked for the current budget year levy dollar amount from the 2020 library levy; asked about general fund revenues in future years; asked if option three added additional costs related to hardware and personnel; asked if general fund budget cuts in future years would affect the new positions needed to support the proposed options; noted that his previous decisions on library levies were made based on the promises made to the public and expected budget conversations.
- Councilor Leech – stated appreciation for options that are responsive to the community needs, specifically the focus on early childhood programs; noted her support for the kiosks; indicated in support for either option two or three; stated interest in learning what option other councilors favor.

- Councilor Keating – stated his appreciation for the polling data as Council considers the three options; stated that option two polled the best across all wards; asked for clarification about the \$50 average per month household increase; stated support for option two.
- Councilor Kashinsky – noted the responses reflected in the polling data about the library not being a top priority could be because its functioning effectively for the community; asked about ramifications if option three is chosen and does not pass; indicated interest in the kiosk option; asked about the potential to implement the kiosk option in the future; indicated in support of investing into the library.
- Councilor Yeh – stated support for option two; appreciated the focus on early literacy as an upstream solution; stated the options allow for further conversations about ideas and resources to benefit the public; indicated polling was helpful in highlighting the expansion of services that support the community.
- Mayor Knudson – noted that the community’s support for the library system remains strong; noted approximately 99,000 library cards have been issued in the community; noted that 61 percent of residents reported using the library in the past year and 76 percent expressed high satisfaction; noted the high return on investment for the community; asked for clarification about the polling specifically why many residents report high satisfaction even if they do not visit the library often; stated early literacy remains a priority.
- Councilor Zelenka – indicated Council should consider other options beyond the three presented, such as adding the vending kiosk to option two; asked about adding a friendly to the motion to have staff present information about adding kiosks to option two.
- Councilor Clark – stated the current economic realities are different in comparison to 2020; indicated support for option two; indicated the potential of general fund pressures that may require reductions of library services; noted option two appeared the best option giving current funding projections.
- Councilor Evans – noted the majority of Council supports option two; asked if adding the kiosks would add to the monthly increase amount; asked that council consider adding the pilot kiosk to the West Eugene area.
- Councilor Zelenka – stated his request was to have staff research and present additional options including adding kiosks to option two and its impact.
- Councilor Groves – stated support of for placing a kiosk in the Churchill area; noted that West Eugene lacks several basic community amenities; stated support for option two and noted the importance of investments in early childhood development; stated that accessible library resources and youth services are essential for strengthening the community’s future.
- Councilor Kashinsky – asked for clarification about the February deadline for submitting a levy measure for the May ballot; stated support for a proposal that includes option two and the addition of a pilot kiosk.

- Councilor Keating – asked if the kiosks were mentioned in the other options or survey; reiterated his support for option two; suggested moving forward with a motion and then vote on a separate motion to explore a pilot program and cost.
- Councilor Yeh – asked how library kiosks work; stated support for adding the kiosk to the Churchill area; asked about potential to make adjustments to lower the costs.
- Councilor Clark – stated public’ interest in this topic and his support for further discussion; noted interest in moving forward with option two at this time and would prefer to hold a separate discussion on adding the kiosks in the future.
- Councilor Zelenka – stated concern for moving forward before additional information is received from staff.
- Councilor Evans – stated he is not in support of proceeding with option two at this time; noted there is sufficient time before end of the month for council to make decision.
- Councilor Clark – clarified the intent of his motion.

MOTION: Councilor Clark, seconded by Councilor Keating, moved to have Council move forward with option two and to direct staff to provide additional choices.

VOTE: 8:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, Leech, and Groves.

OPPOSED: None.

The meeting was adjourned at 1:32 p.m.

Katie LaSala
City Recorder

(Recorded by Rosa Roach)

Link to the webcast of this City Council meeting [here](#).

MINUTES

**Eugene City Council
Public Hearing
Eugene, Oregon 97401**

**January 20, 2026
5:30 p.m.**

Councilors Present: Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Lyndsie Leech, and Randy Groves

Councilors Absent: Greg Evans

Mayor Kaarin Knudson opened the January 20, 2026, Eugene City Council Public Hearing in a hybrid in-person and virtual format at 500 E. 4th Avenue, North Building, Eugene, OR 97401.

1. PUBLIC HEARING: An Ordinance Providing for Withdrawal of Annexed Properties from the Following Special Districts: Junction City Water Control District; Lane Fire Authority; River Road Park & Recreation District; River Road Water and Fire Protection District; Santa Clara Rural Fire Protection District; Santa Clara Water District; Willakenzie Rural Fire Protection District; and Zumwalt Rural Fire Protection District

Mayor Knudson opened the public hearing.

Assistant City Manager, Kristie Hammitt, introduced the topic and provided background information.

No testimony was provided for this item.

Mayor Knudson closed the public hearing.

2. PUBLIC HEARING: An Ordinance Concerning State Traffic Laws; Amending Section 5.005 of the Eugene Code, 1971; and Providing an Immediate Effective Date

Mayor Knudson opened the public hearing.

Assistant City Manager, Kristie Hammitt, introduced the topic and provided background information.

No testimony was provided for this item.

Councilor Discussion:

- Councilor Keating – stated he had a conversation with Judge Gill concerning the agenda item; asked if he was required to declare that conversation.

Mayor Knudson closed the public hearing.

3. PUBLIC HEARING: An Ordinance Concerning Elections and Amending Sections 2.961, 2.964, 2.974, 2.975, 2.979, and 2.984 of the Eugene Code, 1971.

Mayor Knudson opened the public hearing.

Assistant City Manager, Kristie Hammitt, introduced the topic and provided background information.

No testimony was provided for this item.

Mayor Knudson closed the public hearing.

4. PUBLIC HEARING: An Ordinance Amending the Fairmount/University of Oregon Special Area Study Text and Diagram; Amending Sections 9.4205, 9.4215, 9.4220, and 9.9570 of the Eugene Code, 1971; Rezoning the Property Identified as Assessor's Map 17-03-33-32, Tax Lots 07000, 07100, 07200, 07300, 07400, 07500, 07600, 07700, and 07800 to Remove the /EC East Campus Overlay Zone; and Providing an Effective Date

Mayor Knudson opened the public hearing in quasi-judicial format.

Mayor Knudson provided time for Council to disclose any bias, conflicts of interest, ex-parte communications, or abstentions pursuant to EC 9.7065.

Councilor Discussion:

- Councilor Clark – stated he had an ex-parte conversation with a public member who may testify on this topic; declared his ability to make an unbiased decision.
- Councilor Zelenka – noted that he can put aside any preconceived ideas and base his decisions solely on the applicable approval criteria; stated he spoke about this topic, specifically the process, at a planning commission meeting which may be considered a potential ex-parte conversation; indicated public from the neighborhood requested to testify in the order they signed up instead of a randomized order.

MOTION: Councilor Zelenka, seconded by Councilor Keating, moved to call speakers for this public hearing in the order they signed up.

Councilor Discussion:

- Councilor Kashinsky – asked if exceptions have been made in the past to not randomize the order of speakers; understands the request, but indicated the need to be consistent; stated if this is granted then they must granted every similar request to be fair.
- Councilor Clark – stated he will vote against this motion; expressed discomfort in making changes outside the normal process of a quasi-judicial proceeding.

- Councilor Groves – stated he understands the request; stated his concerns of establishing a precedent; suggested that written testimony may be submitted in the intended speaking order.
- Councilor Keating – stated the process is an internal process not memorialized in an ordinance; noted the neighbors did not sign up in order, which makes the motion moot.
- Councilor Zelenka – stated the neighbors did not sign up in order because staff indicated order is randomized; indicated exceptions have been made in the past by allowing commissions and neighborhood people be placed at the front of the queue. Councilor Clark – asked city attorney about any potential concerns by allowing a request to testify in order in a quasi-judicial hearing.
- Councilor Zelenka – asked a clarifying question about advantages over one group over another in the quasi-judicial process.

MOTION: Councilor Zelenka, seconded by Councilor Keating, moved to call speakers for this public hearing in the order they signed up.

VOTE: 2:5 FAILED

IN FAVOR: Keating and Zelenka.

OPPOSED: Kashinsky, Yeh, Clark, Leech, and Groves.

Councilor Discussion:

- Councilor Groves – indicated he made an error and did not have an ex-parte conversation regarding this topic, it was a different topic.
- Councilor Kashinsky – stated she and Councilor Zelenka discussed before the meeting the process and request to allow speakers to testify in the order they signed up.

Assistant City Manager, Kristie Hammitt, introduced the topic and provided background information.

1. Michael Griffel – spoke as the applicant; noted the importance of having housing and residential communities near the University of Oregon (UO) campus; stated the east campus area is expected to grow within the next 60 to 70 years; spoke about rising housing costs and the importance of having affordable campus housing for students.
2. Colin McArthur – spoke as the applicant, in favor of the proposed ordinance; noted the current and future housing needs this planned project will meet; noted the two-year planning process and the input from the community.
3. Bob Choquette – spoke in favor of the proposed ordinance.
4. Taliak Lopez-DuBoff – spoke in favor of the proposed ordinance.
5. David Mitrovcan Morgan – spoke in favor of the proposed ordinance.
6. Peter Simmeth – spoke in favor of the proposed ordinance.
7. Jeff Philpot – spoke in opposition to the proposed ordinance.
8. Don Philpot – spoke in opposition to the proposed ordinance.

9. Kay Rose – spoke in opposition to the proposed ordinance.
10. Steve Gab – spoke in opposition to the proposed ordinance.
11. Susan Macomson – spoke in opposition to the proposed ordinance.
12. Mary Jaqua – spoke in opposition to the proposed ordinance.
13. Susie Smith – spoke in opposition to the proposed ordinance.
14. Hillery Kyablue – spoke in opposition to the proposed ordinance.
15. Nathan Markowitz – spoke in opposition to the proposed ordinance.
16. Susan Jakabosky – spoke in opposition to the proposed ordinance.
17. John Barofsky – spoke in opposition to the proposed ordinance.
18. David Wade – spoke in opposition to the proposed ordinance.
19. Tom Jordan – spoke in opposition to the proposed ordinance.
20. Catherine Bryce – spoke in opposition to the proposed ordinance.
21. Jeff Capper – spoke as the applicant to address assertions, claims, misconceptions regarding the proposal.

Councilor Discussion:

- Councilor Groves – asked about the process of adding the model to the record created by one of the speakers; asked when the record closes; encouraged the Fairmount members to submit written testimony in the order they intended to present.
- Councilor Zelenka – stated the importance of reviewing the full record before the February 9th meeting; stated he had encouraged the Planning Commission to listen to neighborhood input; stated the issue is complex to evaluate in the short amount of time left; indicated relying only on staff work may not fully reflect neighborhood concerns; expressed concern that the final proposal does not include feedback from the residents; spoke about historical conflicts around the Matthew Knight Arena approval and when neighborhood concerns were ignored, it resulted in an appeal to the Land Use Board of Appeals (LUBA); stated the neighborhood does not oppose the amendments and suggested more collaboration could avoid unnecessary conflict; asked Council to consider extending the open record period so the community can fully participate.
- Councilor Kashinsky – asked if state laws exist that govern the process of housing development; asked if college dorms are considered a housing development.
- Councilor Groves – asked if looking at a model before it is in the record creates an ex-parte communication.

Mayor Kaarin Knudson closed the public hearing.

MOTION: Councilor Leech, seconded by Councilor Zelenka moved to extend the open record period to the first open record period to January 27 at 5:00 p.m., the end of the second open record period to February 3 at 5:00 p.m. and the end of the third open record period to February 10 at 5:00 p.m.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Leech and Groves

OPPOSED: None.

5. PUBLIC HEARING: An Ordinance Concerning Unlawful Transfer on Vehicular Portion of Right-Of-Way, Adding Section 5.170 to the Eugene Code, 1971, and Amending Section 5.990 of that Code

Mayor Kaarin Knudson opened the public hearing.

Assistant City Manager, Kristie Hammitt, introduced the topic and provided background information.

1. Tai Pruce-Zimmerman – spoke against the proposed ordinance.
2. Rob Evans – spoke in favor of the proposed ordinance.
3. Scott Rogers – spoke in favor of the proposed ordinance.
4. Tiffany Edwards – spoke in favor of the proposed ordinance.
5. Brittany Quick-Warner – spoke in favor of the proposed ordinance.

Mayor Knudson closed the public hearing.

Mayor Knudson adjourned the meeting at 7:23 p.m.

Respectfully submitted,

Katie LaSala
City Recorder

(Recorded by Rosa Roach)

Link to the webcast of this City Council meeting [here](#).

MINUTES

**Eugene City Council
Work Session
Eugene, Oregon 97401**

**January 26, 2026
5:30 p.m.**

Councilors Present: Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, and Lyndsie Leech

Councilors Absent: Randy Groves

Mayor Knudson opened the January 26, 2026, work session of the Eugene City Council in a hybrid format at 500 E 4th Avenue, North Building, Eugene OR 97401.

1. WORK SESSION: Intergovernmental Relations - 2026 Legislative Priorities

Assistant City Manager Kristie Hammitt introduced City Manager's Office (CMO) Chief of Staff Brooke Freed to discuss the program goals of the Intergovernmental Relations Committee (IGR) and to discuss 2026 legislative session priorities.

Councilor Discussion:

- Councilor Zelenka – asked about the potential repeal of House Bill (HB) 3115; asked about the status of automatic license plate reader regulations; asked about revisions to serial communications rules under public meetings law; asked about the Governor's prosperity bill; asked about proposed legislation banning speculative ticketing; asked about prevailing wage applicability and how triggers apply to development projects.
- Councilor Leech – stated support for a defensive short session strategy; stated support for more proactive, year-round legislative planning for the 2027 long session; noted the need for long-term planning for alternative response funding models; noted the state could explore requiring coordinated care organizations to use a per-person, per-member, per-month model; asked about bills addressing federal immigration enforcement protections; spoke in favor of including childcare and housing as core economic development priorities; highlighted opportunities for regional coordination including the Southern Willamette Innovation Corridor; asked if there are any climate-related bills coming up in the short session; noted community members had asked her to testify in support of legislation mandating heat pumps in new construction; asked about the guidance for providing state or federal testimony as a Councilor.
- Councilor Keating – stated the importance of preventing cuts to emergency shelter and poverty prevention programs; noted support for legislation benefiting rural communities when regional workforce benefits would extend to Eugene; asked about opportunities to support capital construction bills benefiting nearby jurisdictions.

- Councilor Zelenka – asked about providing testimony as a councilor; noted heat pump legislation as an alternative approach to reducing natural gas reliance; noted another climate-related bill for superfund legislation.
- Councilor Clark – asked for clarification on testimony rules for Councilors and the distinction between testifying as an individual, as a councilor consistent with council policy, or as a representative of the full Council.
- Councilor Keating – asked whether IGR has considered the statewide proposal to adjust the transient lodging tax for wildlife recovery efforts; noted he would like IGR to discuss the potential impacts on tourism and the community.
- Mayor Knudson – noted the limited 35 day duration of the short session; noted the high volume of bills typically introduced in long sessions and recent discussions among state leaders about limiting bill submissions; emphasized that the City must focus on a defined set of priorities given statewide budget and policy pressures including revenue shortfalls, federal policy shifts, and demands on transportation, education, health care, and other systems; reiterated the six adopted 2026 priorities provide a strategic framework for effective advocacy rather than representing the full scope of the City’s legislative interests; noted approximately 20 to 25 priority bills align with these goals; stated broader updates on state efforts to protect communities from harmful federal actions would be shared during the upcoming council meeting.

MOTION: Councilor Leech, seconded by Councilor Zelenka, moved to adopt the 2026 Eugene State and Federal Legislative Policy document and the 2026 Eugene State Legislative Priorities document as approved by the IGR Committee.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

2. WORK SESSION: City Manager Updates

Assistant City Manager Kristie Hammitt provided updates about fire governance and the process for the alternative response request for proposals (RFP) to fill the gap following the end of Crisis Assistance Helping Out On The Streets (CAHOOTS) services in Eugene.

Councilor Discussion:

- Councilor Zelenka – asked about cost reconciliation between Eugene and Springfield related to staffing alignment and operational disparities.
- Councilor Keating – asked whether behavioral health transport gaps and youth engagement gaps identified in previous reports were included in the RFP scope; requested clarification on proposed peer navigation service hours and how they align with Lane County Mobile Crisis operations.
- Mayor Knudson – noted the importance of both the intergovernmental entity work and the development of the alternative response program; stated that the RFP addresses a significant service gap between public safety and Health and Human Services systems; expressed appreciation for the work that has brought the project to this stage, including the gap analysis memo and the preparation of the RFP.

The meeting was adjourned at 6:28 p.m.

Respectfully submitted,

Katie LaSala
City Recorder

(Recorded by Cherish Bradshaw)

Link to the webcast of this City Council meeting [here](#).

MINUTES

**Eugene City Council Meeting and
Eugene Urban Renewal Agency Meeting
Eugene, Oregon 97401**

**January 26, 2026
7:30 p.m.**

Councilors Present: Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, and Lyndsie Leech

Councilors Absent: Randy Groves

Mayor Knudson opened the January 26, 2026, meeting of the Eugene City Council in hybrid in-person and virtual format at 500 E. 4th Avenue, North Building, Eugene, OR 97401.

1. ACTION: Election of City Council Officers for 2026

MOTION: Councilor Zelenka, seconded by Councilor Clark, moved to elect Lyndsie Leech as President of the City Council for 2026.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

MOTION: Councilor Leech, seconded by Councilor Zelenka, moved to elect Eliza Kashinsky as Vice President of the City Council for 2026.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

2. CEREMONIAL MATTERS

Mayor Knudson acknowledged proclamations for Human Trafficking Prevention Month, Mahayana New Year, and Martin Luther King Jr. Day.

3. COMMITTEE REPORTS AND ITEMS OF INTEREST

- Councilor Leech – acknowledged recent tragedies since the previous Council meeting; expressed solidarity with the community and with Minnesota; condemned the actions that led to the deaths; noted staff in the Office of Equity and Community Engagement are coordinating with local service providers and agencies to begin allocating the \$50,000 from the Council contingency fund set aside to support families impacted by Federal immigration actions; stated Council leadership has been working on a draft resolution to declare a crisis regarding the actions of the Federal immigration enforcement.
- Councilor Zelenka – expressed distress over recent actions by the Trump administration; criticized federal actions as creating fear, chaos, and undermining the rule of law; condemned the killings in Minnesota and described the actions as driven by racism and authoritarian intent; referenced the Minnesota Attorney

General's "three Cs" framework of courts, crowds, and courage, encouraging continued protests and civic engagement; stated support for community members, particularly people of color; affirmed they are welcome in the community and that Council stands with them.

- Councilor Yeh – noted Lane Community College is hosting singer Lizz Wright on January 28 for an event in honor of Martin Luther King Jr. Day and Black History Month; stated Healthcare Workers Against Immigration and Customs Enforcement (ICE) will be hosting a vigil at the federal building on January 27.
- Councilor Keating – noted the Healthcare Workers Against ICE vigil will honor nurse Alex Pretti and others harmed or killed by federal officers; stated support for the immigrant community, the Oregon Nurses Association (ONA), and residents calling for accountability and policy reversal; criticized federal actions as cruel, heavy-handed, and damaging to trust in government and law enforcement; described such actions as unconscionable, unacceptable, and illegal; stated intention to join community members at the candlelight vigil.
- Councilor Kashinsky – stated deep sadness and anger regarding federal actions and attacks on residents nationally, particularly in Minnesota; thanked Councilor Leech for work on the resolution to formally express the community's concerns; thanked community members who are protesting and working to protect neighbors
- Mayor Knudson – noted she has issued several public statements in recent weeks; stated the importance of ensuring all community members feel at home and connected; acknowledged fear and suffering in the community due to federal government actions; encouraged residents to reach out to one another to strengthen community bonds; affirmed they are committed to protecting residents, upholding local laws, and defending the community; provided updates from a recent town hall with state legislators, including Speaker Julie Fahey; outlined upcoming state level efforts to address federal agency actions and protect Oregon communities.

4. Priority Goal Action: Adoption of a Resolution Approving a Low-Income Rental Housing Property Tax Exemption Renewal for Redwood Park Apartments

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

Council Discussion:

- Councilor Zelenka – noted his support for the Low-Income Rental Housing Property Tax Exemption (LIRHPTE); stated it is important for maintaining affordable housing stock in the city.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to adopt the resolution in Attachment B to this AIS, approving a Low-Income Rental Housing Property Tax Exemption for property located at 4103 West 18th Avenue.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

5. Priority Goal Action: Adoption of a Resolution Approving a Low-Income Rental Housing Property Tax Exemption Renewal for Westtown on 8th

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

Council Discussion:

- Councilor Zelenka – asked about the area median income requirement.
- Mayor Knudson – noted area median income depends on the number of people in a household.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to adopt the resolution in Attachment B to this AIS, approving a Low-Income Rental Housing Property Tax Exemption for property located at 265 West 8th Avenue.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

6. Priority Goal Action: Approval of Resources for Housing Affordable to People with Low-Incomes

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to award the City-owned property at 1091 Coburg Road to Cascade Housing Association for development of The Harlow and recommend that the Eugene-Springfield HOME Consortium Governing Board award Cascade Housing Association \$1,213,908 of HOME funds for The Harlow.

Council Discussion:

- Councilor Keating – asked about the balance of the HOME funds account; asked how many units will be built.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

7. CONSENT CALENDAR 1

A. Approval of City Council Minutes

B. Approval of City Council Tentative Agenda

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to approve the items on Consent Calendar 1.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

8. Action: Resolution Acknowledging Receipt of City of Eugene, Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

Council Discussion:

- Councilor Zelenka – noted this item and the following item relate to the City of Eugene’s independent auditor review; clarified the auditor reviews all City financial statements and operations for both the Urban Renewal Agency and the broader City budget; stated a report with no findings is positive, indicating no irregularities or issues; stated the City was operating properly from a financial standpoint and in compliance with all applicable rules.
- Councilor Kashinsky – noted the Council receives many questions during budget season about financial oversight; reiterated the audit is conducted by an independent outside firm; emphasized the report is a public document and is available on the City’s website.
- Mayor Knudson – stated auditors carefully review the extensive financial materials; noted that another clean audit opinion reflects the high-quality work of City staff; expressed appreciation for the City’s financial team and their management of complex financial operations.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to approve a resolution acknowledging receipt of the Annual Comprehensive Financial Report (ACFR) for the City of Eugene, for the fiscal year ended June 30, 2025. VOTE.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

Mayor Knudson closed the meeting of the Eugene City Council and convened a meeting of the Eugene Urban Renewal Agency.

9. Action: Resolution Acknowledging Receipt of the Annual Financial Report of the Urban Renewal Agency of the City of Eugene for the Fiscal Year Ended June 30, 2025

Assistant City Manager Kristie Hammitt (acting on behalf of Urban Renewal Agency Director Matt Rodrigues) introduced the topic and provided background information.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to approve a resolution acknowledging receipt of the Annual Financial Report for the Urban Renewal Agency of the City of Eugene for the fiscal year ended June 30, 2025.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

Mayor Knudson closed the meeting of the Eugene Urban Renewal Agency and convened a meeting of the Eugene City Council.

10. Action: An Ordinance Concerning Elections and Amending Sections 2.961, 2.964, 2.974, 2.975, 2.979, and 2.984 of the Eugene Code, 1971

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to approve an ordinance concerning elections and amending sections 2.961, 2.964, 2.974, 2.975, 2.979, and 2.984 of the Eugene Code, 1971.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

11. Action: An Ordinance Concerning State Traffic Laws; Amending Section 5.005 of the Eugene Code, 1971; and Providing an Immediate Effective Date

Assistant City Manager Kristie Hammitt introduced the topic and provided background information.

MOTION: Councilor Leech, seconded by Councilor Kashinsky, moved to adopt An Ordinance Concerning State Traffic Laws; Amending Section 5.005 of the Eugene Code, 1971; and Providing an Immediate Effective Date.

VOTE: 7:0 PASSED

IN FAVOR: Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, and Leech.

OPPOSED: None.

12. PUBLIC COMMENT

1. Lin Woodrich – spoke in favor of a police substation in Bethel and public health standards.
2. Steve Gilbert – spoke about pedestrian safety on HWY 99.
3. Victoria Acosta – spoke against the Amazon E-Commerce facility.
4. Patti Gordon – spoke about issues with a neighbor.
5. Stefan Strek – spoke against the panhandling ordinance.
6. Bill O'Brien – spoke against the Amazon E-Commerce facility.
7. Ken Willis – spoke against Police Chief Chris Skinner.
8. Geoffrey Gordon – spoke against automatic license plate reader (ALPR) technology.
9. Angela Garner – asked Council to revoke the conditional use permit of the federal building.
10. Marilyn O'Malley – spoke against the Amazon E-Commerce facility.
11. Kamryn Alexandria Stringfield – asked for ICE to be held accountable to the law.
12. Shelly Devine – spoke against ICE.
13. Andrew Simrin – spoke against ICE.
14. Ruth Wren – spoke against the Amazon E-Commerce facility.
15. Will Gibboney – spoke against the Amazon E-Commerce facility.
16. Athena Aguiar – spoke in favor reinstating an alternative crisis response.
17. Thomas Hiura – asked for ICE to be held accountable to the law.
18. Lori Harmon – spoke against the Amazon E-Commerce facility.
19. Wyn Manselle – spoke in favor of boycotting companies that support ICE.

20. Linda Kelley – spoke against the Amazon E-Commerce facility.
21. Liam O'Grady – spoke about collective living and unity.
22. Jo Martorana – spoke against the Amazon E-Commerce facility.
23. Stan Taylor – spoke against the Amazon E-Commerce facility.
24. Noah Birnel – spoke about traffic deaths in Eugene.
25. Danny Patch – spoke about City Leadership.
26. Francis Starr OLeary – spoke against ALPR technology.
27. Cole Kastner – spoke in favor of decriminalizing psychedelics.
28. Charmane Landing – spoke against the Amazon E-Commerce facility.
29. Anna T – spoke against Eugene Police Department's (EPD) support of ICE.
30. Erica Lyon – spoke against the Amazon E-Commerce facility.
31. Glenn O – spoke against EPD support of ICE.
32. Faye Rachford – spoke against the Amazon E-Commerce facility.
33. Ky Fireside – spoke against ALPR technology.
34. Rev. Wayne Martin – spoke against the panhandling ordinance.
35. Debby McGee – asked how the Climate Recovery ordinance applies to the Amazon E-Commerce facility.
36. Josh Easterlund – spoke in favor of decriminalizing psychedelics.

Council Discussion:

- Councilor Yeh – noted she has had a briefing with staff regarding the proposed Amazon warehouse; stated information was not flowing effectively to the community, leading to repeated questions; requested Council leadership and the Assistant City Manager consider scheduling agenda time for a short discussion to review key points with staff so the public can more easily access the information.
- Councilor Zelenka – noted the alternative response request for proposals (RFP) is going out Friday; noted ICE Commander Greg Bovino was fired today.

Councilor Leech adjourned the meeting at 9:35 p.m.

Respectfully submitted,

Katie LaSala
City Recorder

(Recorded by Cherish Bradshaw)

Link to the webcast of this City Council meeting [here](#).

MINUTES

**Eugene City Council
Public Hearing
Eugene, Oregon 97401**

**February 17, 2026
5:30 p.m.**

Councilors Present: Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Lyndsie Leech, and Randy Groves

Council President Leech opened the February 17, 2026, Eugene City Council Public Hearing in a hybrid in-person and virtual format at 500 E. 4th Avenue, North Building, Eugene, OR 97401.

1. PUBLIC HEARING: An Ordinance Amending the Willakenzie Area Plan Text; Rezoning the Property Identified as Assessor’s Map 17-03-16-23, Tax Lots 04000, 04100, and 04200 from C-1 Neighborhood Commercial to C-2 Community Commercial, and Providing an Effective Date

Council President Leech opened the public hearing in quasi-judicial format.

City Manager Pro Tem, Matt Rodrigues, introduced the topic and provided background information.

Council President Leech provided time for Council to disclose any bias, conflicts of interest, ex-parte communications, or abstentions pursuant to EC 9.7065.

1. Kim O’Day – spoke as the applicant representative in favor of the ordinance; provided information regarding the future use.

Council President Leech closed the public hearing and the record for this item.

2. PUBLIC HEARING: An Ordinance Concerning Municipal Court Becoming a Court of Record; Adding Section 2.771 to the Eugene Code, 1971; Declaring Compliance with ORS 221.342(2); and Providing for an Immediate Effective Date

Council President Leech opened the public hearing.

City Manager Pro Tem, Matt Rodrigues, introduced the topic and City Attorney, Kathryn Brotherton, provided background information.

No testimony was provided for this item.

Councilor Discussion:

- Councilor Groves – asked if not moving forward with the ordinance would be detrimental; asked if the April 1, 2026 date is realistic as a starting date for the court of record process.

Council President Leech closed the public hearing.

3. PUBLIC HEARING: An Ordinance Concerning Increased Public Health Standards Coordination; Amending Sections 9.2460, 9.2461, and 9.4165 of the Eugene Code, 1971; and Providing an Effective Date

Council President Leech opened the public hearing.

City Manager Pro Tem, Matt Rodrigues, introduced the topic and provided background information.

1. Joe Liebersbach – spoke in favor of version 4 of the code amendments.
2. Tiffany Edwards – spoke in favor of version 4 of the code amendments.
3. Dana Siebert – spoke in favor of version 4 of the code amendments.
4. Eric Richardson – spoke in favor of version 3 of the code amendments.
5. Robb Evans – spoke in favor of version 4 of the code amendments.
6. Tai Pruce-Zimmerman – spoke in favor of the ordinance and asked Council to continue doing more research.
7. Lin Woodrich – spoke in favor of version 3 of the code amendments.
8. Travis Knudsen – executive director of Lane Regional Air Protection Agency (LRAPA) spoke in favor of version 3 of the code amendments.
9. Chris Edwards – spoke in favor of version 4 of the code amendments.
10. Joy Pendowsky – spoke in favor of version 4 of the code amendments.

Councilor Discussion:

- Councilor Kashinsky – asked if this would only apply to land use permits or other types of permits, like building permits; asked if the ordinance would cover industrial use in other zones, beyond E and I; asked for clarification between the differences of version 3 and 4 of the code amendments and the attestation requirement.
- Councilor Clark – noted what happened with J. H. Baxter was a failure of the regulatory system in place at the time; asked staff to prepare a memo outlining gaps in the regulatory system and enforcement before Council makes a decision.
- Councilor Groves – noted his appreciation for the testimony provided by the business community, advocate groups, and neighborhood associations; spoke about the importance of moving forward with some changes; stated the positive improvements in the relationship between the City and the regulatory agencies; stated that clear rules and simple procedures are needed.

- Councilor Zelenka – reiterated the main difference between version 3 and version 4 of the ordinance is an attestation and that no additional permits or actions are needed; noted due diligence regarding permits needed for new developments should be routine; stated that disclosing their understanding and knowledge of the permits needed for their development should not slow economic development.
- Councilor Kashinsky – noted that in the C-2 zone, industrial uses are only allowed if they don't require an air quality permit; asked if the same allowances would apply to specific zones that are dependent on what permits might be required for that zone; stated it would be helpful for staff making determinations if there are places in addition to Clear Lake and C-2, where there is nuance based on what permits are required.

Council President Leech closed the public hearing.

Council President Leech adjourned the public hearing at 6:29 p.m.

Respectfully submitted,

Katie LaSala
City Recorder

(Recorded by Rosa Roach)

Link to the webcast of this City Council meeting [here](#).



EUGENE CITY COUNCIL AGENDA ITEM SUMMARY

Approval of Tentative Working Agenda

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 3D
Staff Contact: Katie LaSala
Phone: 541-682-5010

ISSUE STATEMENT

This is a routine item to approve the City Council Tentative Working Agenda.

BACKGROUND

Per City Council Operating Agreements, at each regular meeting of the Council, the City Manager shall present the Tentative Agenda. This shall be placed on the Consent Calendar. If there are any concerns about the items on the Tentative Agenda, it may be removed at the request of any councilors from the Consent Calendar and discussed separately.

COUNCIL OPTIONS

The council may choose to approve, amend or not approve the tentative agenda.

SUGGESTED MOTION

Move to approve the items on the Tentative Working Agenda.

ATTACHMENTS

- A. City Council Tentative Working Agenda

FOR MORE INFORMATION

Staff Contact: Katie LaSala, City Recorder
Telephone: 541-682-5010
Staff E-Mail: klasala@eugene-or.gov



City Council Tentative Agenda

Updated March 4, 2026

Meeting materials and access information available at <https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials>

March 2026

Date	Day	Time	Title	Length	Dept Contact
9-Mar	Mon	5:30 pm	Home Energy Score Policy Discussion (Work Session)	45 min	D. Klinkebiel, PW
			Naming Policy Updates (Work Session and Possible Action)	45 min	J. Dedrick, CS
<i>Location: Council Chambers and Virtual</i>					
9-Mar	Mon	7:30 pm	Ceremonial Matters		
			Committee Reports and Items of Interest		
			Interim Appointment to Human Rights Commission (Consent Calendar 1)		F. Andrade, CS
			Resolution Amending Eugene City Council Operating Agreements (Consent Calendar 1)		K. LaSala, CS
			Kinney Loop and Coburg Road Refinement Plan Amendment and Zone Change (Possible Action)		N. Gioello, PDD
			East Campus University of Oregon Refinement Plan Amendment, Code Amendment, and Zone Change (Possible Action)		J. Gepper, PDD
			Public Health Standards Code Amendment (City File: CA25-3) (Possible Action)		R. Verner, PDD
			Public Comment		
			Approval of a Resolution Annexing Land at 1773 Parnell Drive (A 25-13 1773 Parnell) (Consent Calendar 2)		N. Gioello, PDD
			A Resolution Annexing Land at 1810 Firland Boulevard (A 25-14 1810 Firland Blvd) (Consent Calendar 2)		N. Gioello, PDD

<i>Location: Council Chambers and Virtual</i>					
11-Mar	Wed	12:00 pm	Long Range Financial Planning: Benchmarks and Next Steps (Work Session)	90 min	T. Miller, CS
			Wednesday Work Session Format (Work Session)	30 min	K. LaSala, CS
<i>Location: Virtual Only</i>					

Council Spring Break March 12 – April 7

April

Date	Day	Time	Title	Length	Dept Contact
8-Apr	Wed	12:00 pm	Executive Session held pursuant to ORS 192.660(2)(f)	45 min	Staff
			Long Range Financial Planning: Economic Development (Work Session)	45 min	W. Dowdy, PDD
<i>Location: Virtual Only</i>					
13-Apr	Mon	5:30 pm	Boards & Commissions Candidate Statements	90 min	K. LaSala, CS
<i>Location: Council Chambers and Virtual</i>					
13-Apr	Mon	7:30 pm	Ceremonial Matters		
			Committee Reports and Items of Interest		
			Consent Calendar 1		
			Public Comment		
			Resolution Annexing Land at 181 and 187 Marion Lane (A 25-15 Marion Lane) (Consent Calendar 2)		A. Bell, PDD
			Resolution Annexing Land at 3425 Coburg Road (A 26-01 3425 Coburg Rd) (Consent Calendar 2)		N. Gioello, PDD
			Resolution Annexing Land at 776 Irvington Drive (A 26-02 Irvington Drive) (Consent Calendar 2)		N. Gioello, PDD
<i>Location: Council Chambers and Virtual</i>					

15-Apr	Wed	12:00 pm	Urban Growth Strategies Update (Work Session)	45 min	R. Gershow, PDD
			Vision Zero Update (Work Session)	45 min	C. Chavrat, PW
<i>Location: Virtual Only</i>					
20-Apr	Mon	5:30 pm	Hazardous Substance User Fee (Public Hearing)		T. Worthington, ESF
			Banning Polystyrene Packaging, Containers, and Foodware Containers with Perfluoroalkyl Substances (PFAS) (Public Hearing)		D. Addison, PDD
<i>Location: Council Chambers and Virtual</i> <i>Expected Absence: Mayor Knudson</i>					
22-Apr	Wed	12:00 pm	Bethel & University Neighborhood Plans (Work Session)	90 min	F. Andrade, CS
<i>Location: Virtual Only</i> <i>Expected Absence: Mayor Knudson</i>					
27-Apr	Mon	5:30 pm	1059 Willamette Next Steps (Work Session)		A. D'Souza, PDD
			Parks and Rec Bond and Levy Update (Work Session)		C. Carnagey, PW
<i>Location: Council Chambers and Virtual</i>					
27-Apr	Mon	7:30 pm	Ceremonial Matters		
			Committee Reports and Items of Interest		
			CDBG Annual Action Plan (Priority Goal Action)		G. Middleton, PDD
			Consent Calendar 1		
			Public Comment		
			Consent Calendar 2		
<i>Location: Council Chambers and Virtual</i>					

May

Date	Day	Time	Title	Length	Dept Contact
11-May	Mon	5:30 pm	Financial Condition and Strategic Plan Overview	90 min	T. Miller, CS

			(Work Session)		
			<i>Location: Council Chambers and Virtual</i>		
11-May	Mon	7:30 pm	Ceremonial Matters		
			Committee Reports and Items of Interest		
			FY27 MWMC Budget and CIP (Consent Calendar 1)		J. McClendon, PW
			Public Comment		
			Consent Calendar 2		
			<i>Location: Council Chambers and Virtual</i>		
13-May	Wed	12:00 pm	Police Auditor Report (Work Session)	45 min	C. Renetzky, PA
			CRB Annual Report (Work Session)	45 min	C. Renetzky, PA
			<i>Location: Virtual Only</i>		
18-May	Mon	5:30 pm	Topic To Be Determined (Public Hearing)		
			<i>Location: Council Chambers and Virtual</i>		
20-May	Wed	12:00 pm	Financial Policies (Work Session)	90 min	T. Miller, CS
			<i>Location: Virtual Only</i>		
25-May	Mon		Memorial Day Holiday – No meetings		
27-May	Wed	12:00 pm	Executive Session Pursuant to ORS 192.660(2)(i)	60 min	K. Beraldo, CS
			Police Auditor Performance Eval (Work Session)		
			IGR End of Session & United Front Report (Work Session)	30 min	E. Nelson, CS
			<i>Location: Virtual Only</i>		

Additional Information Regarding Upcoming Public Hearings

Date/Time	Topic/Title	Description	Staff Contact
April 20, 5:30 PM	Hazardous Substance User Fee	The City Council will hold a public hearing to consider the approval of the Eugene Toxics	T. Worthington WWorthington@ ugene-or.gov

		Right to Know Program FY26 Budget. The proposed ordinance will be posted online: https://www.eugene-or.gov/1781/Proposed-Ordinances	541-682-8428
April 20, 5:30 PM	Banning Polystyrene Packaging, Containers, and Foodware Containers with Perfluoroalkyl Substances (PFAS)	The City Council will hold a public hearing to update existing Eugene City Code Sections 6.874-6.878 to comply with new state law (SB543) banning polystyrene (“Styrofoam”) containers, packaging, and foodware container containing perfluoroalkyl or polyfluoroalkyl substances (PFAS). The proposed ordinance will be posted online: https://www.eugene-or.gov/1781/Proposed-Ordinances	D. Addison DAddison@eugene-or.gov 541-682-5463

Approved Work Session Polls to be Scheduled	Councilor	Date Approved
Mass Surveillance Policy - TBD	Zelenka, Leech, Yeh	2/27/2026

Materials and Information

The Eugene City Council welcomes your interest in these agenda items. The City Hall Council Chambers meeting location is wheelchair accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682- 5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

For more information, contact the Council Coordinator at 541-682-5010, or visit us online at [eugene-or.gov/101/City-Managers-Office](https://www.eugene-or.gov/101/City-Managers-Office)

Meeting materials and information about how to access meetings available at: [Public Webcasts and Meeting Materials | Eugene, OR Website](#)

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Action: An Ordinance Amending the Willakenzie Area Plan Text; Rezoning the Property Identified as Assessor's Map 17-03-16-23, Tax Lots 04000, 04100, and 04200 from C-1 Neighborhood Commercial to C-2 Community Commercial; and Providing an Effective Date.

Meeting Date: March 9, 2026
Department: Planning and Development Department
www.eugene-or.gov

Agenda Item Number: 4
Staff Contact: Nicholas Gioello
Phone: 541-682-5453

ISSUE STATEMENT

The City Council is scheduled to deliberate and possibly take action on the requested Refinement Plan Amendment and Zone Change.

BACKGROUND

The applicant requests a zone change for the subject property from C-1 Neighborhood Commercial to C-2 Community Commercial. To facilitate this request, the applicant has also requested an amendment to the Willakenzie Area Plan, the applicable refinement plan, that updates and clarifies an existing policy to allow for the requested rezoning. The applicant has requested the zone change in order to expand the number of allowed commercial uses on the site, as the applicant reports that the limited uses allowed by the C-1 zone have not facilitated development of the site.

The applicable refinement plan for this area is the Willakenzie Area Plan, which contains a policy and map that could indicate this property should be zoned GO General Office. The proposed amendment to the Refinement Plan is a text amendment clarifying Policy 6 of the Coburg/Crescent Subarea to clearly identify that the subject property is appropriate for C-2 Community Commercial zoning,

The Refinement Plan Amendment and Zone Change would result in the property being zoned C-2 Community Commercial, and the existing /ND Nodal Development Overlay would remain on the property.

A more detailed description of each application, including maps and visuals, can be found in the [Agenda Item Summary](#) for the February 17, 2026, City Council Public Hearing. More details about this request can be found in the full record of application materials to date, which has been provided separately to City Council. Otherwise, application materials can be made available to the public in hardcopy or electronic format upon request. As a courtesy, the materials can also be accessed online here:

<https://pdd.eugene-or.gov/LandUse/SearchApplicationDocuments?file=RA-24-0003>

PROCEDURAL SUMMARY

The public hearings on the proposed Refinement Plan Amendment and Zone Change applications

March 9, 2026 Meeting – Item 4

have been conducted consistently with Type IV (quasi-judicial) procedures as set forth in EC 9.7050 and 9.7400 through 9.7455. The Type IV process includes public notice and public hearings before the Planning Commission and the City Council. This request is being considered in accordance with the approval criteria at EC 9.8424 and EC 9.8865. Findings demonstrating compliance with the approval criteria, including any applicable policies, for this Refinement Plan Amendment and Zone Change are provided as Exhibit D to the proposed Ordinance (Attachment A).

The initial public hearing was conducted by the Planning Commission on [December 16, 2025](#). All public testimony, as well as recordings of the Planning Commission public hearing, are included in the record for this request. For more information about testimony received prior to, during, and following the Planning Commission's public hearing, please see the December 16, 2025, [Agenda item Summary](#). The Planning Commission voted on a motion to recommend that the City Council approve the requested Refinement Plan Amendment and Zone Change and adopt the proposed amendment to the Refinement Plan as included in Attachments B and C to the Planning Commission's December 16, 2025 Agenda Item Summary. The motion passed 6:1, with one commissioner opposed (Commissioner Issacson).

On February 6, 2026, notice of the City Council's public hearing on the applications was mailed to the applicant, the owner of the subject property, and all interested parties, in accordance with EC 9.7440. The City Council's public hearing on the request was held on [February 17, 2026](#). At the City Council's public hearing no public testimony was given, with the exception of the applicant, and the City Council had no questions for staff or the applicant, and the record was closed following the public hearing.

All public testimony submitted to date is included in the application record for reference and has been provided to the City Council for consideration.

The Type IV procedures at EC 9.7450 provide that the City Council must take action within 30 days of the close of the record. The record for the Refinement Plan Amendment and Zone Change applications closed following the public hearing on February 17, 2026.

RELATED CITY POLICIES

Approval of these Refinement Plan Amendment and Zone Change applications can be based solely on the applicable approval criteria, in accordance with quasi-judicial procedures. Findings demonstrating compliance with the approval criteria, including any applicable policies, for this Refinement Plan Amendment and Zone Change are provided as Exhibit D to the proposed Ordinance included as Attachment A to this AIS.

PREVIOUS COUNCIL DIRECTION

None.

COUNCIL OPTIONS

The City Council may:

1. Approve the applications and adopt the Ordinance as proposed in Attachment A to this AIS.
2. Approve the applications and adopt the Ordinance as proposed in Attachment A to this AIS with specific modifications as determined by the City Council.

March 9, 2026 Meeting – Item 4

3. Deny the applications.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends City Council approve the Refinement Plan Amendment and Zone Change applications and adopt the proposed amendment to the Refinement Plan as shown in the Ordinance included in Attachment A to this Agenda Item Summary.

SUGGESTED MOTION.

Move to approve the Refinement Plan Amendment and Zone Change applications and adopt the proposed amendment to the Refinement Plan as shown in the Ordinance included in Attachment A to this Agenda Item Summary.

ATTACHMENTS

- A. An Ordinance Amending The Willakenzie Area Plan Text; Rezoning The Property Identified As Assessor's Map 17-03-16- 23, Tax Lots 04000, 04100, And 04200 From C-1 Neighborhood Commercial To C-2 Community Commercial; And Providing An Effective Date.

FOR MORE INFORMATION

Staff Contact: Nicholas Gioello, Associate Planner

Telephone: 541-682-5282

Staff E-Mail: Ngioello@Eugene-or.gov

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE WILLAKENZIE AREA PLAN TEXT; REZONING THE PROPERTY IDENTIFIED AS ASSESSOR'S MAP 17-03-16-23, TAX LOTS 04000, 04100, AND 04200 FROM C-1 NEIGHBORHOOD COMMERCIAL TO C-2 COMMUNITY COMMERCIAL; AND PROVIDING AN EFFECTIVE DATE.

THE CITY OF EUGENE DOES ORDAIN AS FOLLOWS:

Section 1. Policy 6 of the Coburg/Crescent Subarea Section of the Willakenzie Area Plan is amended to provide as follows:

~~6. The City shall recognize that the area adjacent to the north side of Crescent Avenue, designated as Commercial on the Willakenzie Coburg-Crescent Subarea Land Use Diagram shall be zoned General Office.~~

6a. The City shall recognize that the properties adjacent to the north side of Crescent Avenue that lie within the Crescent Village Boundary as shown on Inset Map D and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned General Office.

6b. The City shall recognize that the properties that are located adjacent to the east side of Coburg Road, south of Kinney Loop, north of Crescent Avenue, outside the Crescent Village Boundary as shown on Inset Map D, and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned Community Commercial.

Section 2. The property identified as Assessor's Map 17-03-16-23, Tax Lots 04000, 04100, and 04200 and shown on the zoning map attached as Exhibit A to this Ordinance is rezoned from C-1 Neighborhood Commercial to C-2 Community Commercial.

Section 3. The findings set forth in Exhibit B attached to this Ordinance are adopted as findings in support of this Ordinance.

Section 4. The City Recorder, at the request of, or with the concurrence of the City Attorney, is authorized to administratively correct any reference errors contained herein or in other provisions of the Eugene Code, 1971, to the provisions added, amended or repealed herein.

Section 5. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by the Oregon Land Use Board of Appeals or a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof. Further, if this Ordinance is remanded back to the City Council for further action by the Oregon Land Use Board of Appeals or a court of competent jurisdiction, those sections, subsections, sentences, clauses, phrases, or portions that do not require action on remand shall

be deemed separate, distinct, and independent provisions and such remand shall not affect their validity or effect.

Section 6. This Ordinance shall take effect pursuant to Section 32 of the Eugene Charter 2002, or on the date of its acknowledgement as provided in ORS 197.625, whichever is later.

Passed by the City Council this

___ day of _____, 2026

City Recorder

Approved by the Mayor this

___ day of _____, 2026

Mayor



Zone Change

Kinney loop and Coburg Road (City File RA 24-03 / Z 24-09)

Exhibit A

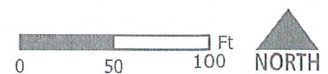
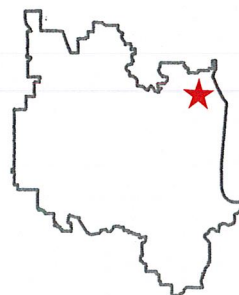


 Zone Change Subject Property to be rezoned to C-2 Community Commercial with the /ND Nodal Development Overlay Zone

Subject Property:
 Assessor's Map 17-03-16-23
 Tax Lots 04000, 04100, 04200

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 12/5/2025
 by City of Eugene Planning Division



FINDINGS

Refinement Plan Amendment / Zone Change

APPLICATION OVERVIEW

Name (File Numbers): Kinney Loop and Coburg Road (RA 24-03 / Z 24-09)

Map No. / Tax Lots: 17-03-16-23 / 04000, 04100, 04200

The applicant is seeking a Refinement Plan Amendment to the Willakenzie Area Plan (WAP), and a concurrent Zone Change. The subject properties are located on the east side of Coburg Road south of Kinney Loop, and north of Crescent Avenue and consist of three tax lots. The total area of the subject properties is approximately .79 acres.

The applicant has requested a Zone Change and site-specific Refinement Plan Amendment. The request is to change the base zone of the subject property from C-1 Neighborhood Commercial to C-2 Community Commercial. The subject property also has the /ND Nodal Development Overlay Zone, which will remain.

For all zone changes, the zoning must be consistent with the Metropolitan Area General Plan (Metro Plan) and any applicable refinement plans. The WAP's land use diagram assigns the property the general designation of Commercial. Inset Map D of the Coburg/Crescent Subarea and WAP Policy 6 applicable to that subarea further refine the designation of the subject property as General Office, a subset of the Commercial designation. Policy 6 of the Coburg/Crescent Subarea, states:

The City shall recognize that the area adjacent to the north side of Crescent Avenue, designated as Commercial on the Willakenzie Coburg-Crescent Subarea Land Use Diagram shall be zoned General Office.

The applicant proposes to amend Policy 6 of the Coburg/Crescent Subarea portion of the WAP to support the applicant's Zone Change application. As currently drafted, Policy 6 appears to indicate that the subject properties must be zoned General Office, which is inconsistent with the applicant's preferred C-2 Community Commercial zoning.

The Planning Commission, during their December 16, 2025 public hearing, recommended approval of text changes to Policy 6 of the Coburg/Crescent Subarea. However, subsequent to this recommendation, Planning staff and the City Attorney's Office are recommending the following additional revisions to the text amendment to be as specific as possible about which properties Policy 6 applies to, as follows:

Policy 6a. The City shall recognize that the properties adjacent to the north side of Crescent Avenue that lie within the Crescent Village Boundary as shown on Inset Map D and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned General Office.

Policy 6b. The City shall recognize that the properties that are located adjacent to the east side of Coburg Road, south of Kinney Loop, north of Crescent Avenue, outside the Crescent Village Boundary as shown on Inset Map D, and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned Community Commercial.

The above revisions to the recommended text amendment to Policy 6 will clarify any potential ambiguity when determining which properties Policy 6a and 6b apply to and is consistent with the text amendment language recommended by the Planning Commission. The amendment to Policy 6 would clearly identify the subject properties as appropriate for Community Commercial zoning, which would demonstrate consistency with EC 9.8865(2) and support the Zone Change to the C-2 Community Commercial zone.

FINDINGS

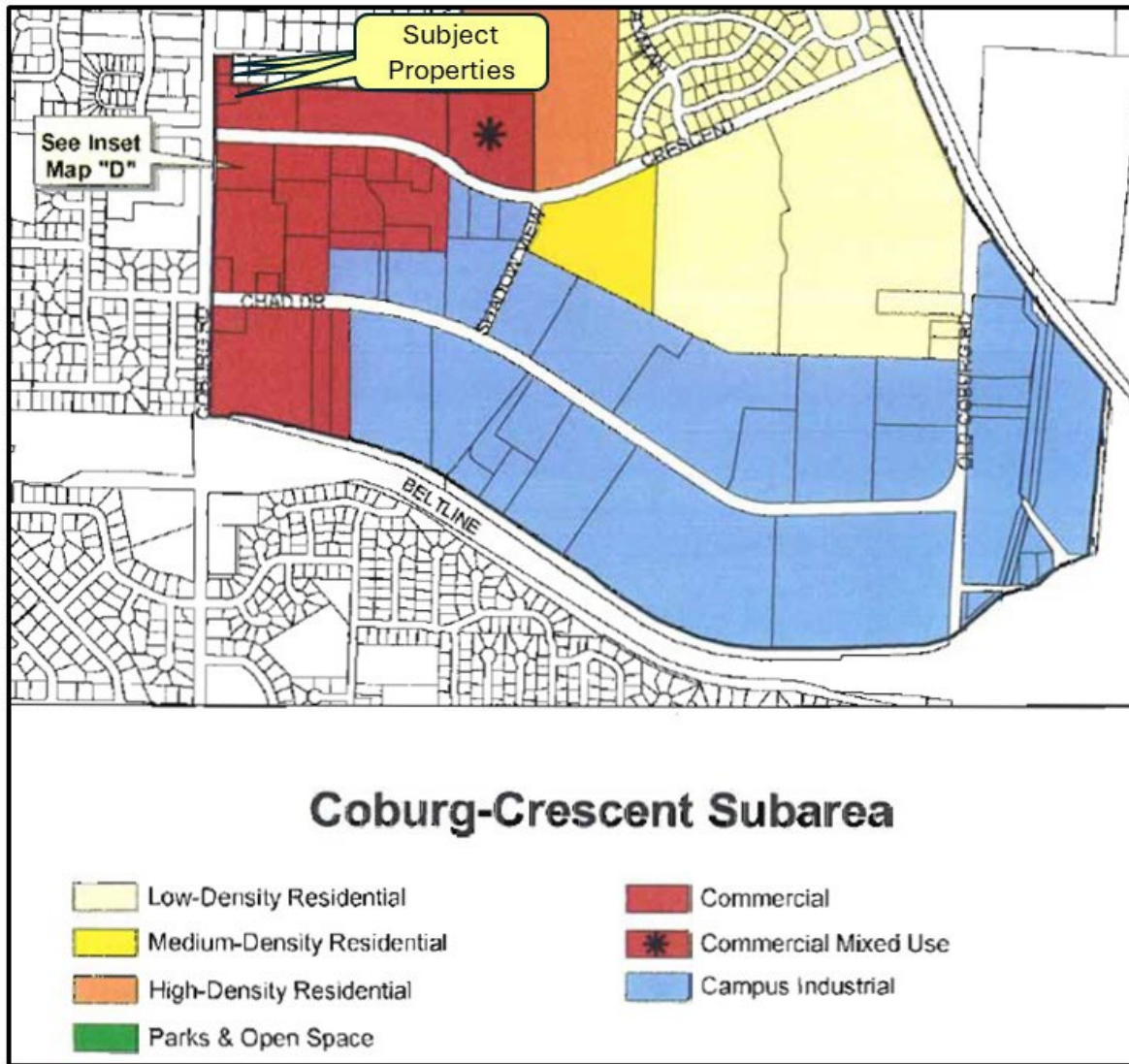
In accordance with EC 9.7305, a Zone Change processed concurrently with a Refinement Plan Amendment will be processed in accordance with the Refinement Plan Amendment procedures. The following preliminary findings address the proposal and the applicable approval criteria at EC 9.8424 and EC 9.8865. Those criteria are provided below (in **bolded text**), including findings addressing compliance with each.

REFINEMENT PLAN AMENDMENT

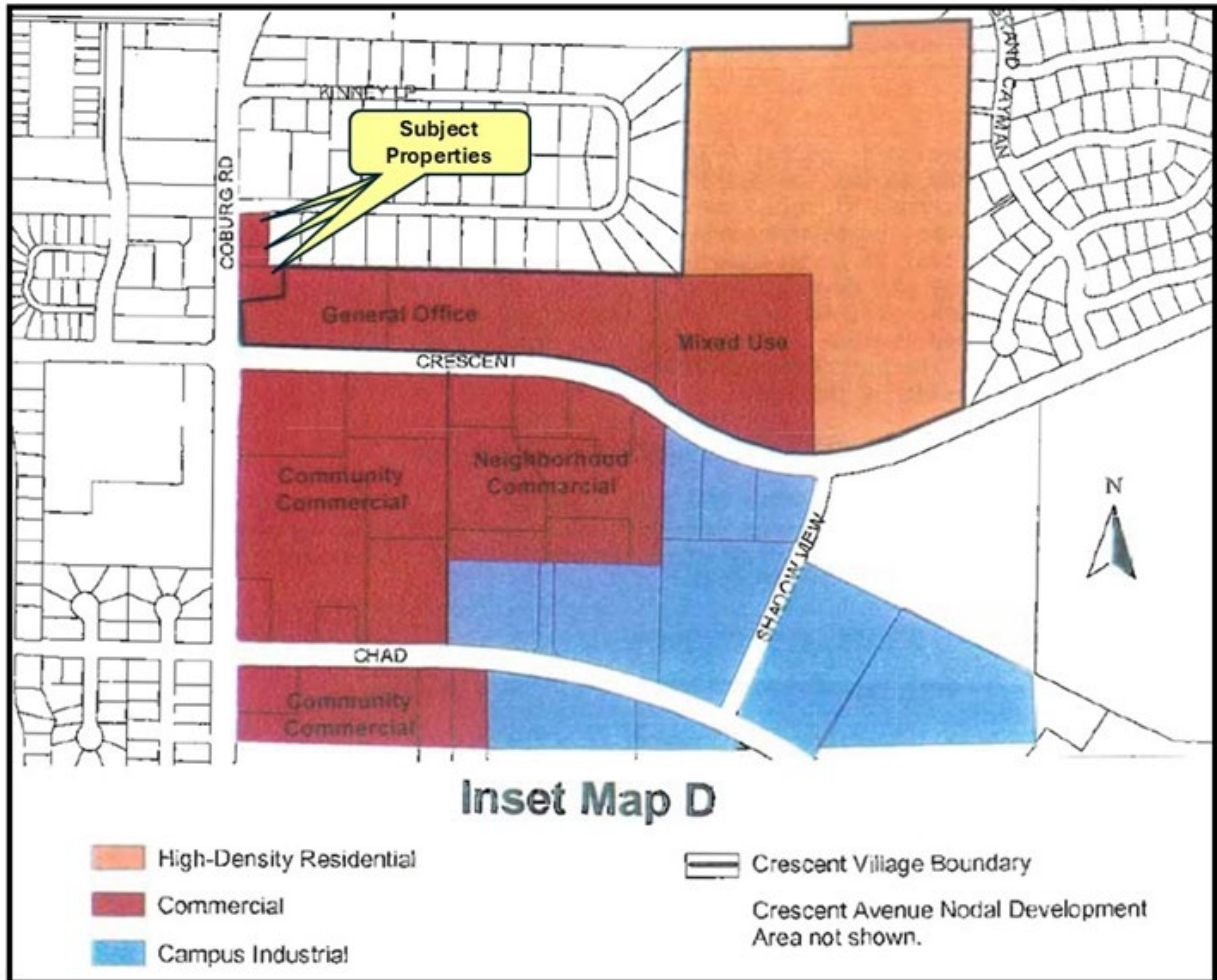
Application Details

The proposal includes a text amendment to the Willakenzie Area Plan (WAP), which is the applicable refinement plan for the subject properties. The subject properties are located in the Crescent-Coburg Subarea in the North Region of the WAP. The WAP's land use diagram designates the subject properties as Commercial.

The Coburg/Crescent Subarea Map (WAP page 63) depicts the commercial area in red as shown below:



The Coburg-Crescent Subarea Inset Map D (WAP page 65) further identifies the subject site as General Office, a subset of the Commercial designation, as shown below:



As noted above, Policy 6 of the Coburg/Crescent Subarea portion of the WAP will be amended as follows:

Policy 6a. The City shall recognize that the properties adjacent to the north side of Crescent Avenue that lie within the Crescent Village Boundary as shown on Inset Map D and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned General Office.

Policy 6b. The City shall recognize that the properties that are located adjacent to the east side of Coburg Road, south of Kinney Loop, north of Crescent Avenue, outside the Crescent Village Boundary as shown on Inset Map D, and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned Community Commercial.

Evaluation – Refinement Plan Amendment

The following findings address the applicable approval criteria for the Refinement Plan text amendment:

EC 9.8424(1) The refinement plan amendment is consistent with all of the following:

(a) Statewide planning goals.

Goal 1: Citizen Involvement - To develop a citizen involvement program that ensures the opportunity for citizens to be involved in all phases of the planning process.

The City's provisions for community involvement ensure the opportunity for community members to be involved in all phases of the planning process and set out requirements for such involvement. The proposal does not include any changes to the City's citizen involvement program.

The City's land use code implements Statewide Planning Goal 1 through its noticing requirements, which include:

- A pre-application neighborhood/applicant meeting (held on 5/15/25)
- Notice to the Oregon Department of Land Conservation and Development (provided on 11/7/25)
- Public notice for the Planning Commission public hearing to consider the applications, which includes mailing notice to interested parties and adjacent property owners (mailed 11/14/25); and posting of the notice on-site (posted 12/1/2025).

All noticing was conducted in accordance with Eugene Code requirements. The Planning Commission held a public hearing on the Refinement Plan Amendment and Zone Change on December 16, 2025. Following action by the Planning Commission, the Eugene City Council held a public hearing on February 17, 2026, to consider the plan amendment and Zone Change, which was also noticed to the public on February 6, 2026 in accordance with the requirements of the Eugene Code . All written testimony related to this application was made available to the Planning Commission and City Council for their review and consideration.

Based on these findings, the Refinement Plan Amendment is consistent with Statewide Planning Goal 1.

Goal 2: Land Use Planning - To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Consistent with Statewide Planning Goal 2, the Refinement Plan Amendment is being processed according to the procedures and approval criteria in Eugene's land use code. The amendment to the Willakenzie Area Plan text is for a specific site within the Eugene city limits and is processed under EC 9.7405 Type IV Application Requirements and Criteria Reference and EC

9.8421 through 9.8424. The record shows that there is an adequate factual base for the amendments to the Willakenzie Area Plan.

The Goal 2 coordination requirement is met when the City engages in an exchange, or invites such an exchange, between the City and any affected governmental unit and when the City uses the information obtained in the exchange to balance the needs of its citizens. To comply with the Goal 2 coordination requirement, the City engaged in an exchange about the subject of these amendments with affected governmental units. Specifically, the City provided notice of the proposal and the opportunity to comment on the Refinement Plan Amendment to Lane County, the City of Springfield and the State of Oregon's Department of Transportation and Department of Land Conservation and Development.

There are no exceptions to Statewide Planning Goal 2 required for this amendment. Therefore, the amendment is consistent with Statewide Planning Goal 2.

Goal 3: Agricultural Lands - To preserve agricultural lands.

The amendment only affects property located within the City of Eugene and does not affect any land designated by the comprehensive plan for agricultural use. Based on this finding, Statewide Planning Goal 3 does not apply.

Goal 4: Forest Lands - To preserve forest lands.

The amendment only affects property located within the City of Eugene and does not affect any land designated by the comprehensive plan for forest use. Based on this finding, Statewide Planning Goal 4 does not apply.

Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces - To protect natural resources and conserve scenic and historic areas and open spaces.

This amendment does not create or amend the City's list of Goal 5 resources, does not amend a code or plan provision adopted in order to protect a significant Goal 5 resource or to address specific requirements of Goal 5, does not allow new uses that could be conflicting with a significant Goal 5 resource site, and does not amend the acknowledged urban growth boundary. Therefore, the amendment is consistent with Statewide Planning Goal 5.

Goal 6: Air, Water and Land Resources Quality - To maintain and improve the quality of the air, water and land resources of the state.

Statewide Planning Goal 6 addresses waste and process discharges from development, and is aimed at protecting air, water and land from impacts from those discharges. The amendment to the Willakenzie Area Plan does not impact the City's ability to provide for clean air, water or land resources, nor does it impact existing land, air, or water quality regulations. Based on these findings, the Refinement Plan Amendment is consistent with Statewide Planning Goal 6.

Goal 7: Areas Subject to Natural Hazards - To protect people and property from natural hazards.

Statewide Planning Goal 7 requires that local government planning programs include provisions to protect people and property from natural hazards such as floods, landslides, earthquakes and related hazards, tsunamis, and wildfires. The subject properties are not located within known areas of natural disasters or hazards. The Refinement Plan Amendment does not affect the City's regulation of development in areas subject to natural disasters and hazards. Based on these findings, the amendment is consistent with Statewide Planning Goal 7.

Goal 8: Recreational Needs - To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Statewide Planning Goal 8 ensures that recreational facilities are provided to Oregon residents and is primarily concerned with the provision of recreational facilities in non-urban areas of the state. The amendment does not affect the City's provisions for resident's access to recreation areas, facilities, or recreational opportunities. Therefore, the amendment is consistent with Statewide Planning Goal 8.

Goal 9: Economic Development - To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Statewide Planning Goal 9 requires cities to evaluate the supply and demand of commercial and industrial land relative to community economic objectives. This Refinement Plan Amendment only applies to three specific properties designated as commercial. The Administrative Rule for Statewide Planning Goal 9 (OAR 660 Division 9) requires that the City provide at least an adequate supply of sites of suitable sizes, types, locations, and service levels for a variety of industrial and commercial uses consistent with plan policies. The Employment Lands Supply Study 2012-2032 (ELSS) is included as Appendix B in the City's Envision Eugene Comprehensive Plan and demonstrates that Eugene has an adequate supply of commercial and industrial land in compliance with the requirements of Goal 9 and the corresponding Administrative Rule. The Refinement Plan amendment does not add or subtract any commercial land from the adopted commercial or industrial inventories included in the ELSS. The commercial lands inventory in the ELSS is based solely on whether a property is designated as "commercial" in the Eugene-Springfield Metropolitan Area Plan (Metro Plan), the regional comprehensive plan. The ELSS does not further classify commercial properties by their sub-designation in a refinement plan.

The subject properties are designated Commercial in the Metro Plan and the amendment will not change that Metro Plan designation. A designation of the subject properties in the Willakenzie Area Plan as Community Commercial does not affect the City's commercial lands inventory because it will not change the City's overall supply of commercially designated land.

In other words, the subject properties will retain their commercial designation; they are simply moving from one commercial sub designation to another.

Based on these findings, the proposal is consistent with Statewide Planning Goal 9.

Goal 10: Housing - To provide for the housing needs of citizens of the state.

Statewide Planning Goal 10 requires the City to provide an adequate supply of buildable land to accommodate the City's estimated housing needs for a 20-year planning period. The Envision Eugene Residential Land Supply Study (2012-20232) was adopted by the City of Eugene in 2017 as a refinement of the Envision Eugene Comprehensive Plan and complies with the requirements of Goal 10 and Chapter 660, division 008 of the Oregon Administrative Rules. The Envision Eugene Residential Land Supply Study includes an inventory of buildable lands for residential use. According to the Residential Land Supply Study, there is sufficient buildable residential land to meet the identified land need. The subject properties are not being redesignated from residential use to a non-residential use and the amendment does not otherwise diminish the amount of land available for residential use; therefore, the amendment will not impact the availability of residential lands for housing. Based on these findings, the amendment is consistent with Statewide Planning Goal 10.

Goal 11: Public Facilities and Services - To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

The amendment does not affect the City's provision of public facilities and services. The Eugene-Springfield Public Facilities and Services Plan is the adopted and acknowledged public facility plan for areas within Eugene's urban growth boundary with respect to water, wastewater, and stormwater services. The Eugene 2035 Transportation System Plan (2035 TSP), which was adopted pursuant to chapter 660, division 12 of the Oregon Administrative Rules (OARs), fulfills the requirement for transportation facilities planning in ORS 197.172(2)(e), Statewide Planning Goal 11 and OAR Chapter 660, division 11. Water, wastewater, stormwater and transportation facilities either already exist or are readily available in proximity to the subject site. Nothing in the amendment affects the City's adopted and acknowledged public facilities plans or the City's ability to provide public facilities and services. The amendment is consistent with Statewide Planning Goal 11.

Goal 12: Transportation - To provide and encourage a safe, convenient and economic transportation system.

Goal 12 is implemented through the Transportation Planning Rule (TPR), OAR Chapter 660, Division 12. Eugene's 2035 Transportation System Plan provides the policy framework through which the TPR is implemented at the local level. Statewide Planning Goal 12 requires a determination of whether the Refinement Plan Amendment will significantly impact an existing or planned transportation facility. Because the

Refinement Plan Amendment is an amendment to a functional plan, a full TPR analysis is required. As demonstrated in the following findings, as well as the applicant's Transportation Planning Rule Analysis, the Refinement Plan Amendment will not result in a significant effect on existing or planned facilities, and the remedies listed in subsection (2) of this rule are not required.

It is also noted that in the following Zone Change Evaluation section of these Findings, the Zone Change of the subject properties from C-1 to C-2 is consistent with the Metro Plan, which designates the area as commercial without distinction whether it is zoned C-1 or C-2, therefore, the zoning of the subject property is consistent with the 2035 TSP, which qualifies for an exemption from OAR 660-012-0060(2) under subsection (9).

The TPR contains the following requirements at OAR 660-012-0060::

- (1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:**
- (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);**
 - (b) Change standards implementing a functional classification system; or**
 - (c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.**
 - (A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;**
 - (B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or**
 - (C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.**

The Refinement Plan Amendment is subject to analysis for compliance with the TPR. Due to the nature of the Refinement Plan and Zone Change applications being processed concurrently, the cumulative result was analyzed as part of this TPR evaluation.

The applicant has provided a traffic analysis consistent with the scoping memo and industry standards. The applicant's traffic study analysis shows that the traffic mix is anticipated to be a majority of passenger vehicles with infrequent larger truck deliveries. The mix and levels of traffic are consistent with what is typically found within the type of streets in the study area. The amendment will not affect any of the other factors as they are fixed and will not change as a result of this amendment. The levels of traffic that could be added by the Zone Change is not expected to require a change in the functional classification of any street within the study area. The applicant has not proposed any changes to functional classification of any roadway within the study area.

The Refinement Plan Amendment does not change the standards implementing the current functional classification system adopted in the City of Eugene 2035 TSP.

The current TSP and street classification map were developed and adopted assuming city-wide transportation impacts based upon the policy, designations, planning horizons and growth assumptions identified in the Metro Plan at the time of its adoption. The applicant's engineer has provided an analysis based upon the projected impacts of the Zone Change. The study provided trip generation estimates for reasonable worst-case scenarios based on the change to C-2 zoning and potential uses on the site.

The intersection of Coburg Road/Beltline Eastbound ramps does not meet the mobility standards in the year 2035 background conditions. The addition of development traffic will not worsen the volume to capacity. As the development trips do not worsen the volume to capacity over the background condition, mitigation is not triggered. The amendment does not include an enforceable, ongoing requirement that would demonstrably limit traffic generation.

"Significant effect" is defined by the criteria identified in subsection (a) through (c). The Refinement Plan Amendment results in none of the effects identified in subsections (a) through (c). Therefore, Public Works staff concur with the applicant's finding of no significant effect.

Therefore, based on the above findings, the amendment is consistent with Statewide Planning Goal 12.

Goal 13: Energy Conservation - To conserve energy.

Statewide Planning Goal 13 provides guidance on the management of land and land uses to maximize the conservation of energy. Goal 13 provides implementation direction focused on lot sizes, building heights, density of housing, compatibility and availability of light, wind, and air. The Refinement Plan Amendment will not amend or otherwise affect any adopted land use regulations that implement this Goal. Therefore, the amendment is consistent with Statewide

Planning Goal 13.

Goal 14: Urbanization - To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.

The Refinement Plan Amendment does not affect the City's adopted plan provisions or regulations regarding the transition of land from rural to urban uses. Additionally, the amendment is specific to land already zoned and designated for urban uses. The amendment does not affect the transition from rural to urban land uses, as all the property affected by the amendments is located within the city limits. Based on this finding, the amendment is consistent with Statewide Planning Goal 14.

Goal 15: Willamette River Greenway - To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.

The Refinement Plan Amendment does not contain any changes to the Willamette River Greenway regulations, nor are the subject properties located within the City's adopted Willamette Greenway boundary. Based on this finding, Statewide Planning Goal 15 does not apply.

Goals 16 – 19: Estuarine Resources; Coastal Shorelands; Beaches and Dunes; and Ocean Resources

There are no estuarine, beach and dune, coastal, or ocean resources related to the property affected by this amendment. Based on this finding, Statewide Planning Goals 16 through 19 do not apply.

Based on the above findings addressing consistency with the Statewide Planning Goals, the proposal is consistent with the Statewide Planning Goals.

(b) Applicable provisions of the comprehensive plan.

Metro Plan

The Refinement Plan Amendment, which is necessary to allow the concurrent rezone of the subject properties from C-1 Neighborhood Commercial to C-2 Community Commercial, is consistent with the Metro Plan, which designates the subject properties as commercial. The change to the refinement plan policy text is consistent with the commercial designation of the subject properties in both the Metro Plan and the WAP. As the applicant has not requested an amendment to the Metro Plan designation, and the rezone to C-2 remains consistent with the Metro Plan commercial designation of the subject properties, the proposal is consistent with the provisions of the Metro Plan. There are no policies in the Metro Plan that appear to be directly relevant to this amendment or that serve as mandatory approval criteria for the amendment.

Envision Eugene Comprehensive Plan

There are no policies in the Envision Eugene comprehensive plan that appear to be directly applicable to this amendment, nor would any policies serve as mandatory approval criteria for the amendment.

(c) Remaining portions of the refinement plan.

The Refinement Plan Amendment applies only to the subject properties and does not affect or amend any other provisions of the refinement plan. None of the other policies listed in the Willakenzie Area Plan appear to serve as mandatory approval criteria for this amendment or to require further analysis beyond that provided above. Based on these findings, the amendment is consistent with the remaining portions of the Willakenzie Area Plan.

EC 9.8424(2) The refinement plan amendment addresses one or more of the following:

- (a) An error in the publication of the refinement plan.**
- (b) New inventory material which relates to a statewide planning goal.**
- (c) New or amended community policies.**
- (d) New or amended provisions in a federal law or regulation, state statute, state regulation, statewide planning goal, or state agency land use plan.**
- (e) A change of circumstances in a substantial manner that was not anticipated at the time the refinement plan was adopted.**

This Refinement Plan Amendment addresses a change of circumstances that was not anticipated at the time the Willakenzie Area Plan was adopted; namely, the diverse economic hub that developed in the Coburg/Crescent Subarea. Large retailers such as Costco, WinCo, Office Depot and PetSmart, and smaller commercial businesses and healthcare providers offer goods and services to all of Eugene's residents. The Willakenzie Area Plan designated almost half of the properties abutting the north side of Crescent Avenue as commercial; however, since the time the refinement plan was approved, all properties abutting the north side of Crescent Avenue from Coburg Road to Suzanne Way have been developed with multi-unit housing. The Refinement Plan Amendment to support the Zone Change from C-1 Neighborhood Commercial to C-2 Community Commercial follows the existing trend and precedent set by other commercial establishments in this area. The Willakenzie Area Plan does not reflect the neighborhood's current needs and commercial capacity. The Refinement Plan Amendment will allow the relatively small subject properties to attract potential development and commercial uses that already exist on the south side of Crescent Avenue and will contribute to the area's needed commercial capacity.

Based on the above findings, this criterion is met.

ZONE CHANGE EVALUATION

Application Details

As discussed in the above summary of the concurrent Refinement Plan Amendment, the applicant's request includes a concurrent application to change the zoning of the subject properties from C-1 Neighborhood Commercial to C-2 Community Commercial. The Zone Change corresponds to the changes in the properties' Refinement Plan designation, from General Office to Community Commercial. The change in Refinement Plan designation and zoning would align with the existing commercial uses in the vicinity. The properties also include the /ND Overlay Zone, which will remain.

The following findings address the applicable approval criteria for the concurrent Zone Change request.

EC 9.8865(1) The proposed change is consistent with applicable provisions of the Metro Plan. The written text of the Metro Plan shall take precedence over the Metro Plan diagram where apparent conflicts or inconsistencies exist.

The base zoning of the subject properties will change from C-1 Neighborhood Commercial to C-2 Community Commercial. The properties are designated as Commercial on the Metro Plan's land use diagram. Because the C-2 zone implements the commercial use designation, as specified at EC 9.2110, the Zone Change is consistent with the subject properties' Metro Plan designation. The Metro Plan also identifies this area as a Nodal Development Area. As the /ND Overlay Zone will remain, the Zone Change will be consistent with the Metro Plan.

Based on the available evidence, and findings above, the applicant's request is consistent with the Metro Plan, and this criterion is met.

EC 9.8865(2) The proposed zone change is consistent with applicable adopted refinement plans. In the event of inconsistencies between these plans and the Metro Plan, the Metro Plan controls.

The subject properties are located within the boundaries of the Crescent-Coburg Subarea in the North Region of the Willakenzie Area Plan (WAP), the adopted Refinement Plan applicable to the subject properties. The WAP currently designates the subject properties as General Office, a Commercial sub-designation, as shown in Inset Map D of the Coburg/Crescent Subarea Map. The concurrent Refinement Plan Amendment is a text amendment to Policy 6 of Coburg/Crescent Subarea, to provide as follows:

Policy 6a. The City shall recognize that the properties adjacent to the north side of Crescent Avenue that lie within the Crescent Village Boundary as shown on Inset Map D and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned General Office.

Policy 6b. The City shall recognize that the properties that are located adjacent to the

east side of Coburg Road, south of Kinney Loop, north of Crescent Avenue, outside the Crescent Village Boundary as shown on Inset Map D, and that are designated as Commercial on the Coburg-Crescent Subarea Land Use Diagram, shall be zoned Community Commercial.

The Refinement Plan Amendment will ensure that the Zone Change to C-2 is consistent with the Willakenzie Area Plan.

The Council finds that the following policy and action statements in the Willakenzie Area Plan provide relevant context for this application:

- General Policies and Proposed Action for the Willakenzie Area, Land Use Policies and Proposed Actions (Policy 2, page 15): The City shall ensure that future commercial development and redevelopment in the Willakenzie planning area is sensitive to and compatible with existing and planned development in the surrounding area.
- Proposed Action 2.2 (page 15): Apply the /SR Site Review suffix to all parcels zoned or designated for C-1 Neighborhood Commercial or C-2 Community Commercial development in the Willakenzie planning area, using the Willakenzie Commercial Siting and Development Guidelines as the review criteria. These guidelines will be used to evaluate commercial development and redevelopment proposals until such time as the City adopts citywide commercial development standards or guidelines.

Policy 2 generally concerns the compatibility of commercial uses with adjacent development. In this case, the subject properties are adjacent to other existing commercial development to the north and south, and to residentially developed property to the east. Properties to the west are residentially developed but are separated from the subject properties by Coburg Road right-of-way. Regarding being sensitive to and compatible with existing and planned development in the surrounding area, the C-2 zone generally allows for greater building heights; however, per EC 9.2170(3)(b), future commercial development on the subject properties is limited to a height of 30 feet within 50 feet of the abutting R-1 residential properties to the east.

Additionally, per EC 9.4280, the /ND Nodal Development Overlay, which will remain on the subject properties, prohibits the following intensive uses allowed in the C-2 zone:

- Car washes
- Parts stores
- Recreational vehicle and heavy truck, sales/rental/service
- Motor vehicle and motorcycle sales/rental/service
- Service stations, including quick servicing
- Tires, sales/service
- Transit park and ride, major or minor, except under a shared parking arrangement with another permitted use

- Parking areas, where the entire lot is exclusively used for parking and does not provide shared parking for more than one development site
- Agricultural machinery rental/sales/service
- Boats and watercraft sales and service
- Equipment, heavy, rental/sales/service
- Manufactured dwelling sales/service/repair
- Drive-through facility

These code requirements and restrictions will promote sensitivity to the immediate area and allow compatible development with the existing residential and commercial developments adjacent to the subject properties.

Proposed Action 2.2 is a suggested action as one possible way for the City to implement the related policy but is not adopted as mandatory policy itself. This suggested action indicates that the /SR overlay should apply until such time as the City adopts commercial development standards. Since the original adoption of the Willakenzie Area Plan in 1992, the City has adopted commercial development standards (through the 2002 Land Use Code Update) which implemented the general intent of the policy and suggested action.

No other policies listed in the Willakenzie Area Plan appear to serve as mandatory approval criteria for this Zone Change or require further analysis beyond that provided above for the Zone Change.

Based on these findings, and with approval of the Refinement Plan Amendment, this criterion is met.

EC 9.8865(3) The uses and density that will be allowed by the proposed zoning in the location of the proposed change can be served through the orderly extension of key urban facilities and services.

Key urban facilities and services are defined in the Metro Plan as: wastewater service, stormwater service, transportation, water service, fire and emergency medical services, police protection, City-wide parks and recreation programs, electric service, land use controls, communication facilities, and public schools on a district-wide basis (see Metro Plan, page V-3). The following summary addresses the availability of these key urban services and facilities as required under this criterion.

Wastewater: An 8-inch public wastewater line is currently located adjacent to the west of the subject properties within Coburg Road right-of-way. Wastewater standards will be reviewed at the time of future development for any extension of service to the subject properties.

Stormwater: There is currently a storm drainage facility available via an 8-inch line adjacent to the west of the subject properties which connects to a 60-inch public storm system that is

located within Coburg Road. In the event of future development, applicants may be required to address all applicable stormwater management standards including flood control, water quality, oil control, easements, operation and maintenance. Any designs will be reviewed at time of building permit.

Streets: The subject properties all have frontage on Coburg Road and the northernmost property (Tax Lot 04000) also has frontage on Kinney Loop. Coburg Road is a public street and is classified as a major arterial. Kinney Loop is a public street and is classified as a local access road. Compliance with applicable street standards will be addressed at the time of future development.

Solid Waste: Collection service is provided by private entities. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Water and Electric: Water and electrical services, operated by Eugene Water and Electric Board (EWEB) are available for extension to the property. Any future development will require coordination with EWEB staff to ensure that water and electric services comply with City standards and EWEB requirements.

Public Safety: Police protection for the subject property is consistent with service provision throughout the City. Fire protection will be provided by the Eugene-Springfield Fire. Emergency medical services are currently provided on a regional basis by the cities of Eugene and Springfield.

Transportation: The subject property is accessible to pedestrians, bicycles, and vehicles via the surrounding street network. A Lane Transit District public transit stop is located approximately 100 feet north of the site (route #96) on Coburg Road. Additionally, transit stops are available approximately 400 and 600 feet away from the subject properties on Crescent Avenue (routes #66 and 67). Sidewalks and bikes lanes are present on both sides of Coburg Road.

Parks and Recreation: Parks and recreation programs are provided on a City-wide basis. The location of the subject properties within city limits is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Planning and Development Services: Planning and building permit services are provided for all properties located within the City's urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject properties.

Communication: A variety of telecommunication providers offer communications services throughout the Eugene/Springfield area; therefore, these services are available, and this key urban service requirement is met.

Public Schools: The subject property is located within Eugene School District 4J. As access to schools is evaluated on a district wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.

Based on these findings, this criterion is satisfied.

EC 9.8865(4) The proposed zone change is consistent with the applicable siting requirements set out for the specific zone in:

- (a) EC 9.2150 Commercial Zone Siting Requirements.
- (b) EC 9.2430 Employment and Industrial Zone Siting Requirements.
- (c) EC 9.2510 Natural Resource Zone Siting Requirements.
- (d) EC 9.2610 Park, Recreation, and Open Space Siting Requirements.
- (e) EC 9.2681 Public Land Zone Siting Requirements.
- (f) EC 9.3055 S-C Chambers Special Area Zone Siting Requirements.
- (g) EC 9.3105 S-CN Chase Node Special Area Zone Siting Requirements.
- (h) EC 9.3140 S-DR Downtown Riverfront Special Area Zone Siting Requirements.
- (i) EC 9.3205 S-DW Downtown Westside Special Area Zone Siting Requirements.
- (j) EC 9.3305 S-E Elmira Road Special Area Zone Siting Requirements.
- (k) EC 9.3605 S-JW Jefferson Westside Special Area Zone Siting Requirements.
- (l) EC 9.3705 S-RP Riverfront Park Special Area Zone Siting Requirements.
- (m) EC 9.3805 S-RN Royal Node Special Area Zone Siting Requirements.
- (n) EC 9.3905 S-W Whiteaker Special Area Zone Siting Requirements.
- (o) EC 9.3955 S-WS Walnut Station Special Area Zone Siting Requirements.
- (p) EC 9.4160 /CL Clear Lake Overlay Zone Siting Requirements.
- (q) EC 9.4205 /EC East Campus Overlay Zone Siting Requirements.
- (r) EC 9.4715 /WP Waterside Protection Overlay Zone Siting Requirements.
- (s) EC 9.4776 /WQ Water Quality Overlay Zone Siting Requirements (only for the purposes of adding the overlay zone. See EC 9.4786.).
- (t) EC 9.4915 /WR Water Resources Conservation Overlay Zone Siting Requirements (only for the purposes of adding the overlay zone. See EC 9.4960.).
- (u) EC 9.4815 /WB Wetland Buffer Overlay Zone Siting Requirements.
- (v) An uncodified ordinance establishing a site specific S-H Historic Special Area Zone, a copy of which is maintained at the city's planning and development department.

There are no specific siting standards for the C-2 zone, therefore this requirement is not applicable.

EC 9.8865(5) In cases where the NR zone is applied based on EC 9.2510(1)(b), the property owner shall enter into a contractual arrangement with the city to ensure the area is maintained as a natural resource area for a minimum of 50 years.

This criterion does not apply because the Zone Change does not include the NR zone.

OAR 660-012-0060 - Transportation Planning Rule

While not an approval criterion included in Eugene Code, Zone Change applications are subject to Goal 12 Transportation of the Statewide Planning Goals, adopted by the Land Conservation and Development Commission. As such, Oregon Administrative Rule (OAR) 660-012-0060(1) must be specifically addressed as part of the Zone Change.

OAR 660-012-0060(1): If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9), or (10) of this rule.

As discussed in the Refinement Plan Amendment findings above, the application was evaluated for potential transportation system impacts, and it was determined that the Refinement Plan Amendment would not have a significant effect on the transportation system. In this case, the Zone Change from C-1 to C-2 also qualifies for an exemption from OAR 660-012-0060(2) under subsection (9), which is addressed below.

OAR 660-012-0060(9): Notwithstanding section (1) of this rule, a local government may find that an amendment to a zoning map does not significantly affect an existing or planned transportation facility if all of the following requirements are met.

- (a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the plan map;**
- (b) The local government has an acknowledged TSP and the proposed zoning is consistent with the TSP; and**
- (c) The area subject to the amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660- 024-220(1)(d), or the area was exempted from this rule but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.**

Goal 12 requires a determination of whether the Refinement Plan Amendment will significantly impact an existing or planned transportation facility.

The City of Eugene's adopted 2035 TSP serves as the City's acknowledged local transportation system plan. Chapter 3: Needs Assessment and Evaluation of the 2035 TSP, provides:

The needs assessment and resulting projects (set forth in Chapter 4) that establish a transportation system adequate to meet the identified local transportation needs are based upon the land use designations established by the Metro Plan. Because the 2035 TSP is based on the Metro Plan land use designations, any zone allowed within the land use designation is consistent with both the Metro Plan and this 2035 TSP.

The rezone of the subject property to C-2 Community Commercial is consistent with the Metro Plan, which designates the area as commercial without distinction whether it is zoned C-1 or C-2, therefore, the zoning of the subject property is consistent with the 2035 TSP.

The subject property was not exempted from OAR Chapter 660, Section 12 at the time of an urban growth boundary amendment.

As the applicant has not requested an amendment of the Metro Plan designation, and the C-2 zoning remains consistent with the Metro Plan designation, the Zone Change complies with OAR 660-012-0060(9) and satisfies OAR 660-012-0060(1). Based on these findings, the Zone Change complies with the Transportation Planning Rule.

CONCLUSION

Based on the available information and evidence, and the preceding findings of compliance, the Refinement Plan Amendment and Zone Change comply with the applicable approval criteria.

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Action: An Ordinance Amending the Fairmount/University of Oregon Special Area Study Text and Diagram; Amending Sections 9.4205, 9.4215, 9.4220, And 9.9570 of the Eugene Code, 1971; Rezoning the Property Identified as Assessor's Map 17-03-33-32, Tax Lots 07000, 07100, 07200, 07300, 07400, 07500, 07600, 07700, and 07800 to Remove the /EC East Campus Overlay Zone; and Providing an Effective Date.

Meeting Date: March 9, 2026
Department: Planning and Development Department
www.eugene-or.gov

Agenda Item Number: 5
Staff Contact: Jeff Gepper
Phone: 541-682-5282

ISSUE STATEMENT

The City Council is scheduled to deliberate and possibly take action on the requested Refinement Plan Amendment, Land Use Code Amendment, and Zone Change. For the reasons explained in more detail below, the City Manager recommends that the City Council postpone deliberations until after it holds an additional public hearing.

BACKGROUND

The University of Oregon requests approval of a package of three land use applications: a Refinement Plan Amendment, a Code Amendment, and a Zone Change application (City Files: RA 25-01, CA 25-01, Z 25-03). This package of applications is intended to align the requirements of the Fairmount/University of Oregon Special Area Study (Refinement Plan), the Eugene Code, and the zoning of the properties that are the subject of the applications with the University's Next Generation Housing Development Plan and recent updates to the East Campus Area Plan.

A more detailed description of each application, including maps and visuals, can be found in the Agenda Item Summary for the [January 20, 2026](#), City Council Public Hearing. More details about this request can be found in the full record of application materials to date, which have been provided separately to City Council. Otherwise, application materials can be made available to the public in hardcopy or electronic format upon request. As a courtesy, the materials can also be accessed online here:

<https://pdd.eugene-or.gov/LandUse/SearchApplicationDocuments?file=CA-25-0002>

Procedural Summary

The Planning Commission and City Council public hearings on the proposed Refinement Plan Amendment, Code Amendment, and Zone Change applications were conducted in accordance with the Type IV (quasi-judicial) procedures as set forth in EC 9.7050 and 9.7400 through 9.7455. The Type IV process includes public notice and public hearings before the Planning Commission and the City Council. This request is being considered in accordance with the approval criteria at EC 9.8065, EC 9.8424, and EC 9.8865.

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A summary of the Planning Commission public hearing, deliberations, and recommendation was provided in the [January 20, 2026](#), City Council Agenda Item Summary. The Planning Commission recommended that the City Council approve the requested Refinement Plan Amendment, Code Amendment and Zone Change. The motion passed 4:0:1, with one commissioner abstaining (Commissioner Edwards).

The City Council's public hearing on the request was held on [January 20, 2026](#). At the hearing, the applicant provided testimony, as did eighteen other interested parties. Of those interested parties, four individuals testified in support of the requested amendments and fourteen individuals testified in opposition.

Following the hearing, the City Council held the record open to allow interested parties to submit additional written testimony. Twenty-three pieces of written testimony were submitted by 11 interested parties, the applicant, and City staff. All testimony received to date is included in the application record and has been forwarded to the City Council for consideration.

Applicant's Proposed Modifications

In response to the written testimony submitted by interested parties following the Council public hearing, on February 10, 2026, the applicant proposed to modify its applications to remove many of its proposed amendments to the Refinement Plan. However, the applicant made this proposal to modify its application at a time when the record was closed to all the other interested parties; therefore, none of the other interested parties had an opportunity to react to the applicant's proposed modifications. The proposed modifications will require a number of changes to the version of the ordinance that was noticed for the City Council public hearing.

The City Manager recommends that the City Council hold another public hearing, at which the applicant and other interested parties can provide testimony on an updated ordinance that reflects the applicant's proposed modifications. This will require the City Council to reopen the record.

RELATED CITY POLICIES

Approval of these Refinement Plan Amendment, Code Amendment and Zone Change applications must be based solely on the applicable approval criteria.

PREVIOUS COUNCIL DIRECTION

[January 20, 2026 Public Hearing](#)

Councilor Leech, seconded by Councilor Zelenka, moved to extend the open record period to the first open record period to January 27 at 5p.m., the end of the second open record period to February 3 at 5p.m. and the end of the third open record period to February 10 at 5p.m.
Passed 7:0

COUNCIL OPTIONS

The City Council may:

1. Direct the City Manager to schedule a public hearing on an ordinance incorporating the applicant's proposed modifications, during which the City Council will reopen the record to accept additional testimony.
2. Direct the City Manager to bring back an ordinance incorporating the applicant's proposed

modifications for action without a public hearing.

3. Provide the City Manager with specific, alternative direction.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends Option 1.

SUGGESTED MOTION

Move to direct the City Manager to schedule a public hearing on an ordinance incorporating the applicant's proposed modifications, during which the City Council will reopen the record to accept additional testimony.

ATTACHMENTS

None.

FOR MORE INFORMATION

Staff Contact: Jeff Gepper, Principal Planner

Telephone: 541-682-5282

Staff E-Mail: JGepper@eugene-or.gov

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



Action: An Ordinance Concerning Increased Public Health Standards Coordination; Amending Sections 9.2460, 9.2461, and 9.4165 of the Eugene Code, 1971; and Providing an Effective Date.

Meeting Date: March 9, 2026
Department: Planning & Development
www.eugene-or.gov

Agenda Item Number: 6
Staff Contact: Reid Verner
Phone: 541-682-5534

ISSUE STATEMENT

The City Council is scheduled to deliberate and possibly take action on a proposed ordinance for a land use code amendment concerning increased public health standards coordination.

BACKGROUND

The proposed ordinance would require that, prior to city approval of any development permit for property located in the E-2 Mixed-Use Employment, I-2 Light-Medium Industrial, or I-3 Heavy Industrial zones, the City provide notice of the proposed development to the Environmental Protection Agency, Oregon Department of Environmental Quality, and Lane Regional Air Protection Agency. The notice provided by the City would include the location of the subject property, permitting information, a description of the proposed work, and information about the proposed use. The proposed ordinance and legislative findings are included as Attachment A to this Agenda Item Summary (AIS).

The proposed land use code amendment is part of the Public Health Standards project. At Council's [June 18, 2025](#) work session, Council passed two motions related to the Public Health Standards project. The first motion directed the City Manager to draft land use code amendments to require that an applicant demonstrate, prior to the issuance of City development permits, that either:

1. The applicant has been issued all necessary licenses and permits from pollution control agencies like Lane Regional Air Protection Agency (LRAPA) and Oregon Department of Environmental Quality (DEQ), or
2. The applicant has applied for the necessary licenses and permits, and the licenses and permits are likely to be issued.

The Council's second motion directed the City Manager, upon completion of the hazard and risk analysis study, to draft land use code amendments informed by the results of that analysis. A detailed project history and background was provided in the AIS for the [June 18, 2025](#) work session.

The Eugene Planning Commission held a public hearing on proposed code amendments intended to implement the Council's first motion on [October 14, 2025](#). In response to feedback from the public and regulatory partners, following the public hearing, staff introduced updated versions of the code amendments that were considered by the Planning Commission at meetings on [November 18, 2025](#), [December 16, 2025](#), and [January 13, 2026](#). The iterative process of developing the

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code amendments is discussed in detail in Council's [February 17, 2026](#), Agenda Item Summary. The Planning Commission ultimately voted 4-3 to recommend that the City Council adopt Version 4 of the proposed amendments. The Chair and Vice Chair of the Planning Commission signed a letter on behalf of the Commission that explains the Commission's majority and minority positions regarding the recommendation to the City Council. The letter from the Planning Commission was provided to the City Council prior to the public hearing and is also included as Attachment B to this AIS.

On [February 17, 2026](#), City Council held a public hearing on Version 4 of the code amendments. At the public hearing, the City Council heard testimony from ten members of the public. The testimony was mixed with six people speaking in support of Version 4 of the proposed code amendments and four people speaking in support of Version 3 of the proposed code amendments. Some of the people who submitted testimony did so on behalf of organizations they represented. A representative for Onward Eugene, an economic development organization focused on regional prosperity, and a Eugene Planning Commissioner with eight years of experience spoke in favor of Version 4, while representatives of LRAPA, the Active Bethel Community Board, and Beyond Toxics spoke in favor of Version 3. Version 3 of the code amendments was one of the iterations considered during the Planning Commission's deliberations and would require applicants for development permits to identify all required environmental permits from EPA, DEQ and LRAPA or to attest that permits are required. All testimony submitted following the public hearing will be provided to the City Council prior to the March 9, 2026 meeting.

Procedural Summary

The proposed land use code amendments are subject to the City's Type V application procedures (EC 9.7500 through EC 9.7560), as well as the approval criteria in EC 9.8065. These application procedures provide for a legislative review of changes to the land use code. The process includes public notice and a hearing before the Planning Commission, which then forwards a recommendation to the City Council for a public hearing and action.

Notice of the Council's public hearing was provided according to EC 9.7520. This includes notice sent to Eugene neighborhood organizations, the Oregon Department of Land Conservation and Development, Lane County, the City of Springfield, and other community groups and interested parties who have requested notice.

The full record of materials submitted to date regarding these land use code amendments will be provided to Council electronically and hard copies will be placed in the Council offices. Record materials, including all written testimony received as of February 17, 2026, are available on the project website. As new written testimony is received, it will also be provided to the Council in batches for consideration and inclusion into the record for this application. For ease of reference, and as a courtesy, written testimony received can also be found on the project website. Written testimony may be sent to RVerner@Eugene-or.gov.

RELATED CITY POLICIES

This item supports the Council goal of Safe Community for Community Wellbeing in the City of Eugene [Strategic Plan](#).

[Envision Eugene Comprehensive Plan](#). The Economic Development Chapter includes

the following relevant policies:

- 3.22 West Eugene industrial areas. Protect industrial areas in west Eugene, while supporting their evolution into diverse places of commerce with a flexible regulatory approach that offers a broad mix of employment and industrial uses, thereby accommodating increased employment densities and services to surrounding neighborhoods.
- 3.23 Flexible campus employment areas. Recognize changing market demands and accommodate land needs through flexible zoning for light industrial/campus employment areas, including Greenhill Technology Park, Willow Creek Circle and Chad Drive.
- 3.24 Environmental justice and compatibility. To promote compatibility between industrial lands and adjacent areas, apply and maintain land use regulations to avoid the siting of new heavy industrial uses in areas that already accommodate a disproportionate amount of such uses or near residentially designated lands, schools, day care centers, and community recreational facilities such as athletic fields, pools and playgrounds; or, mitigate typical associated impacts when adjacency cannot be avoided.

Neighborhood Planning. Several health-related aspects can be addressed through neighborhood planning, including walkability, transportation options, access to parks and open space and equitable opportunities for access to healthy food. Bethel and the University area neighborhoods are currently undertaking neighborhood planning efforts.

Climate Friendly and Equitable Communities Rulemaking Implementation. The City is currently developing and implementing several land use and transportation comprehensive plan and regulatory changes to reduce greenhouse gas emissions.

Climate Action Plan 2.0 (CAP 2.0). The purpose of the CAP2.0 is to outline the actions needed to reach Eugene's community-wide Climate Recovery Ordinance (CRO) goals. This plan, Eugene's Community Climate Action Plan 2.0 continues the momentum created by Eugene's Climate Recovery Ordinance by identifying research-based actions that will help the community reach its climate goals most quickly. The CAP 2.0 connects readers to other plans and policies already in place that are foundational to achieving these goals to create an equitable and livable community for everyone.

PREVIOUS COUNCIL DIRECTION

[February 28, 2022 Meeting](#)

Councilor Syrett, seconded by Councilor Groves, moved to direct the City Manager to schedule a work session on the concept of a public health overlay zone; the work session should provide information on what benefits of creating an overlay zone might be, and how the City would develop criteria for deciding which areas of the City might benefit from such a zone.

Passed 8:0

[May 23, 2022 Work Session](#)

City Council held a work session titled Addressing Chronic Toxic Polluters and reviewed the City's role in the regulation of pollutants, the role of other regulatory authorities, and then discussed opportunities for the City's role in regulation. The breadth of possible pollutants across air, water, land, and noise, makes the regulatory environment associated with pollutants complex and multi-layered.

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[September 26, 2022 Work Session](#)

City Council held a work session on Public Health Overlay Zone and Other Concepts.

[October 18, 2023 Work Session](#)

Councilor Groves, seconded by Councilor Keating, move to direct the City Manager to initiate a land use code amendment to implement public health industrial development standards.

Passed 8:0

[June 18, 2025 Work Session](#)

Councilor Evans, seconded by Councilor Leech, moved to direct the City Manager to draft land use code amendments to require that an applicant demonstrate prior to the issuance of the City development permits that either 1) the applicant has been issued all necessary licenses and permits for pollution control agencies like Lane Regional Air Protection Agency (LRAPA) and Department of Environmental Quality (DEQ), or 2) the applicant has applied for the necessary license and permits and permits and licenses are likely to be issued.

Passed 8:0

Councilor Evans, seconded by Councilor Leech, moved to direct the City Manager, upon completion of the Hazard and Risk analysis study, to draft land use code amendments informed by the results of the hazard and risk analysis.

Passed 5:3

[February 17, 2026 Public Hearing](#)

City Council held a public hearing on an Ordinance Concerning Increased Public Health Standards Coordination. At the public hearing, the City Council heard testimony from ten members of the public. The testimony was mixed with six people speaking in support of Version 4 of the proposed code amendments and four people speaking in support of Version 3 of the proposed code amendments. Some of the people who submitted testimony did so on behalf of organizations they represented. A representative for Onward Eugene, an economic development organization focused on regional prosperity, and a Eugene Planning Commissioner with eight years of experience spoke in favor of Version 4, while representatives of LRAPA, the Active Bethel Community Board, and Beyond Toxics spoke in favor of Version 3.

COUNCIL OPTIONS

1. City Council may adopt the Ordinance included as Attachment A to this AIS.
2. City Council may amend the Ordinance included as Attachment A to this AIS.
3. City Council may take no action.

CITY MANAGER'S RECOMMENDATION

The City Manager recommends adoption of the Ordinance included as Attachment A to this AIS (Version 4).

SUGGESTED MOTION

Move to adopt an Ordinance Concerning Increased Public Health Standards Coordination; Amending Sections 9.2460, 9.2461, and 9.4165 of the Eugene Code, 1971; and Providing an

Effective Date, included as Attachment A to this Agenda Item Summary.

ATTACHMENTS

- A. Proposed Ordinance: An Ordinance Concerning Increased Public Health Standards Coordination; Amending Sections 9.2460, 9.2461, and 9.4165 of the Eugene Code, 1971; and Providing an Effective Date.
 - a. Exhibit A: Findings
- B. Memo from Planning Commission to City Council re: Planning Commission Recommendation for Public Health Standards Code Amendments

FOR MORE INFORMATION

Staff Contact: Reid Verner, Land Use Supervisor
Telephone: 541-682-5534
Staff E-Mail: RVerner@Eugene-or.gov

ORDINANCE NO. _____

AN ORDINANCE CONCERNING INCREASED PUBLIC HEALTH STANDARDS COORDINATION; AMENDING SECTIONS 9.2460, 9.2461, AND 9.4165 OF THE EUGENE CODE, 1971; AND PROVIDING AN EFFECTIVE DATE.

THE CITY OF EUGENE DOES ORDAIN AS FOLLOWS:

Section 1. Table 9.2460 in Section 9.2460 of the Eugene Code, 1971, is amended to provide as follows:

9.2460 Employment and Industrial Zone Development Standards.

(2) *Application of Standards.* In addition to applicable provisions contained elsewhere in this land use code, the development standards listed in Table 9.2460 Employment and Industrial Zone Development Standards shall apply to all development in employment and industrial zones. In cases of conflict, the standards specifically applicable in employment and industrial zones shall apply.

Table 9.2460 Employment and Industrial Zone Development Standards				
	E-1	E-2	I-2	I-3
Maximum Building Height (1)	80 feet	80 feet	None	None
Minimum Front Yard Setback (2)(4)				
Frontage on Arterial Street	20 feet	15 feet	0 feet	0 feet
Frontage on all other streets	20 feet	5 feet	0 feet	0 feet
Maximum Front Yard Setback				
Frontage on Arterial Street		25 feet		
Frontage on all other streets		15 feet		
Minimum Interior Yard Setback				
Abutting any zone except residential or park and open space (2)	0 feet	0 feet	0 feet	0 feet
Abutting residential or park and open space zone (2)	20 feet	20 feet	20 feet	20 feet
Minimum Landscape Standard abutting a residential zone (3)	High Screen	High Screen	High Wall	High Wall

Table 9.2460 Employment and Industrial Zone Development Standards				
	E-1	E-2	I-2	I-3
Minimum Landscape Area (3)	20%	10%	Some (3)	Some (3)
On-Site Pedestrian Requirements (5)	Yes	Yes	No	No
Fences (6)				
Outdoor Storage Areas (7)				
Outdoor Merchandise Display (8)				
Garbage Screening (9)				
Utilities (10)				
Drive Through Facilities (11)				
Delivery and Loading Facilities (12)				
Public Health Agency Notice (13)	No	Yes	Yes	Yes

Section 2. Section 9.2461 of the Eugene Code, 1971, is amended by adding subsection (13) to provide as follows:

9.2461 Special Development Standards for Table 9.2460.

[\(13\) Public Health Agency Notice. Prior to city approval of any development permit for development on property located in the E-2, I-2, or I-3 zones, the city shall provide notice of the application for the development permit to the Environmental Protection Agency, Oregon Department of Environmental Quality, and Lane Regional Air Protection Agency. The notice shall include at least the following information:](#)

[\(a\) The street address or other easily understood geographical reference to the subject property;](#)

[\(b\) The Map and Tax Lot\(s\) for the subject property;](#)

[\(c\) The associated development permit number\(s\) and a description of the proposed work; and](#)

[\(d\) Information about the proposed use provided by the applicant.](#)

Section 3. Subsection (1) of Section 9.4165 of the Eugene Code, 1971, is amended to

provide as follows:

9.4165 /CL Clear Lake Overlay Zone Special Application and Development Standards.

(1) Application Requirements. In addition to standard required application materials, a development permit proposing a new building, change of use, additional use, or building expansion that exceeds 25 percent of the existing building square footage on the development site shall include ~~the following additional application material at the time of submittal:~~

~~(a) Demonstration of compliance with EC 9.7007 Neighborhood/Applicant Meetings. Developments that require multiple applications may convene a single neighborhood/applicant meeting to address all materials; and~~

~~(b) A pre-clearance letter issued by the Lane Regional Air Protection Agency (LRAPA) confirming that the proposed use and associated operations have the ability to meet air quality standards with appropriate control technologies and mitigation measures. The LRAPA pre-clearance letter does not constitute formal approval of the use by either LRAPA or the City of Eugene.~~

Section 4. The findings set forth in Exhibit A attached to this Ordinance are adopted as findings in support of this Ordinance.

Section 5. The City Recorder, at the request of, or with the concurrence of the City Attorney, is authorized to administratively correct any reference errors contained herein or in other provisions of the Eugene Code, 1971, to the provisions added, amended or repealed herein.

Section 6. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by the Oregon Land Use Board of Appeals or a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof. Further, if this Ordinance is remanded back to the City Council for further action by the Oregon Land Use Board of Appeals or a court of competent jurisdiction, those sections, subsections, sentences, clauses, phrases, or portions that do not require action on remand shall be deemed separate, distinct, and independent provisions and such remand shall not affect their validity or effect.

Section 7. This Ordinance shall take effect pursuant to Section 32 of the Eugene Charter 2002, or on the date of its acknowledgement as provided in ORS 197.625, whichever is later.

Passed by the City Council this

___ day of _____, 2026

Approved by the Mayor this

___ day of _____, 2026

City of Eugene

Public Health Standards Land Use Code Amendments (CA 25-3)

FINDINGS

Public Health Standards Land Use Code Amendments (CA 25-3):

The Public Health Standards (PHS) Land Use Code Amendments require the City to send notice to public health regulatory partner agencies prior to City approval of any development permit for property located in the E-2, I-2, or I-3 zones. The notice is intended to inform partner agencies, including the Lane Regional Air Protection Agency (LRAPA), the Oregon Department of Environmental Quality (DEQ), and the Environmental Protection Agency (EPA), about the location of development, scope of proposed work, and proposed use of property, in order to support information sharing across agencies.

PHS Land Use Code Amendment Findings

Eugene Code (EC) Section 9.8065 sets out the following approval criteria (in ***bold and italic***) for a land use code amendment.

EC 9.8065(1) The amendment is consistent with applicable statewide planning goals adopted by the Land Conservation and Development Commission.

Based on the findings under each of the Statewide Planning Goals 1 through 19 below, the amendments are consistent with the goals and this criterion is satisfied.

Statewide Planning Goals

Goal 1 - Citizen Involvement. To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

The City's acknowledged procedures for adoption of legislative land use decisions, located in EC 9.7050 and 9.7500 through 9.7560, ensure the opportunity for community members to be involved in all phases of the legislative land use decision process and set out the requirements for such involvement. The PHS Land Use Code Amendments ("the amendments") do not amend or change the City's adopted citizen involvement program. The process for adoption of the PHS Land Use Code Amendments complies with Goal 1 because it is consistent with the City's acknowledged procedures for legislative land use decisions.

In addition to compliance with the City's acknowledged legislative land use decision procedures, the City also conducted significant public involvement related to the project. In January 2025, Planning and Development staff launched the PHS project to identify possible changes to Eugene's land use regulations to address the concerns of residents living near industrial areas within the City of Eugene.

Through this project, staff have worked to:

- Engage residents, businesses, and community organizations on possible changes.
- Identify gaps in local, state, and federal regulation of industrial development.
- Consider enhanced land use regulations for new or expanded industrial developments located near residential zones, parks, schools, and other sensitive areas in order to mitigate community health risks.
- Gather additional recommendations for future changes to City policy, zoning of properties, programs and investments, or other ways to make changes through land use planning.

Community Engagement

Community engagement efforts focused on better understanding community views and perceptions of the issue and whether the land use code is the right tool to help address those concerns. Staff reached out to a broad spectrum of community members, including affected neighborhood groups, businesses, and environmental and community groups. The project team received feedback from a wide range of interested parties.

Between January and May 2025, the project team organized both small- and large-group conversations to provide the opportunity to connect with specific communities. Over this time, the team connected with 250+ individuals across 19 meetings and events, analyzed 209 survey responses, and reached out to 18,500+ individuals through online information sharing platforms.

As discussed below, notices of the proposed Code Amendments were provided in accordance with EC 9.7520 Public Hearing Notice (Planning Commission) and EC 9.7545 Public Hearing Notice (City Council). Notice of the Planning Commission and City Council public hearings was provided to Eugene neighborhood organizations, the Oregon Department of Land Conservation and Development, Lane County, the City of Springfield, and other community groups and interested parties who have requested notice. Notice of the public hearings was also published in the Register Guard according to Eugene Code requirements.

On September 9, 2025, the City provided notice of the proposed PHS Land Use Code Amendments to DLCD. A public hearing conducted by the Planning Commission was held on October 14, 2025. Notice of the public hearing was sent in accordance with Type V notice procedures referenced above, on September 12, 2025. Following deliberations, the Planning Commission voted to recommend that the City Council approve__ the PHS Code Amendments on _January 13, 2025. A public hearing conducted by the City Council was held on February 17, 2026.

These processes afforded ample opportunity for citizen involvement consistent with Goal 1. Therefore, the amendments are consistent with Statewide Planning Goal 1.

Goal 2- Land Use Planning: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Eugene's land use code specifies the formal adoption procedures and approval criteria that were used in considering the PHS Land Use Code Amendments. These findings and the record show that there is an

adequate factual basis for the Code Amendments. The Goal 2 coordination requirement is met when the City engages in an exchange, or invites such an exchange, between the City and any affected governmental unit and when the City uses the information obtained in the exchange to balance the needs of citizens.

To comply with the Goal 2 coordination requirement, the City engaged in an exchange about the subject of these amendments with affected governmental units. Specifically, the City provided notice of the proposed action and opportunity to comment to the Oregon Department of Land Conservation and Development (DLCD), Lane County, and the City of Springfield. There are no exceptions to Statewide Planning Goal 2 required for the PHS Code Amendments. Therefore, the amendments are consistent with Statewide Planning Goal 2.

Goal 3 - Agricultural Land: To preserve and maintain agricultural lands.

The PHS Land Use Code Amendments will only affect properties located within the City of Eugene and therefore do not affect any lands designated by the comprehensive plan for agricultural use. Additionally, the amendments only apply to properties zoned E-2 Mixed-Use Employment, I-2 Light-Medium Industrial, and I-3 Heavy Industrial, therefore to the extent that there are properties within the City currently zoned for agricultural use, the code amendments do not force a discontinuance of agricultural practices. For these reasons, the amendments are consistent with Statewide Planning Goal 3.

Goal 4 - Forest Land: To conserve forest lands.

The PHS Land Use Code Amendments will only affect properties located within the City of Eugene and therefore do not affect any lands designated by the comprehensive plan for forest use. The amendments are therefore consistent with Statewide Planning Goal 4.

Goal 5 - Open Spaces, Scenic and Historic Areas, and Natural Resources: To conserve open space and protect natural and scenic resources.

OAR 660-023-0250(3) provides: Local governments are not required to apply Goal 5 in consideration of a PAPA unless the PAPA affects a Goal 5 resource. For purposes of this section, a PAPA would affect a Goal 5 resource only if:

- (a) The PAPA creates or amends a resource list or a portion of an acknowledged plan or land use regulation adopted in order to protect a significant Goal 5 resource or to address specific requirements of Goal 5;*
- (b) The PAPA allows new uses that could be conflicting uses with a particular significant Goal 5 resource site on an acknowledged resource list; or*
- (c) The PAPA amends an acknowledged UGB and factual information is submitted demonstrating that a resource site, or the impact areas of such a site, is included in the amended UGB area.*

These PHS Land Use Code Amendments do not create or amend the City's list of Goal 5 resources, do not

amend a code provision adopted in order to protect a significant Goal 5 resource or to address specific requirements of Goal 5, do not allow new uses that could be conflicting uses with a significant Goal 5 resource site and do not amend the acknowledged urban growth boundary. Therefore, the proposed amendments are consistent with Statewide Planning Goal 5.

Goal 6 - Air, Water and Land Resources Quality: To maintain and improve the quality of the air, water, and land resources of the state.

Goal 6 addresses waste and process discharges from development, and is aimed at protecting air, water, and land from impacts from those discharges. The PHS Land Use Code Amendments do not affect the City's ability to provide for clean air, water or land resources, and in fact will provide notice to the agencies regulating the quality of the air, water, and land resources of the state, including the Environmental Protection Agency, the Oregon Department of Environmental Quality and the Lane Regional Air Protection Agency. Therefore, the amendments are consistent with Statewide Planning Goal 6.

Goal 7 - Areas Subject to Natural Disasters and Hazards: To protect life and property from natural disasters and hazards.

Goal 7 requires that local government planning programs include provisions to protect people and property from natural hazards such as floods, landslides, wildfires and earthquakes and related hazards. The PHS Land Use Code Amendments do not make changes to policies or regulations that protect people and property from natural hazards. Therefore, the amendments are consistent with Statewide Planning Goal 7.

Goal 8 - Recreational Needs: To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Goal 8 ensures that recreational facilities are provided to Oregon citizens and is primarily concerned with the provision of recreational facilities in non-urban areas of the state. The PHS Land Use Code Amendments do not affect the City's provisions for, or citizen's access to, recreation areas, facilities, or recreational opportunities. Therefore, the amendments are consistent with Statewide Planning Goal 8.

Goal 9 - Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon 's citizens.

Goal 9 requires cities to evaluate the supply and demand of commercial land relative to community economic objectives. The PHS Land Use Code Amendments, which will apply only within the City, will not rezone or re-designate any properties, and do not impact the supply of industrial or commercial lands. The amendments are designed to provide notice to the City's public health regulatory partners and will not impact economic development opportunities in the City. Therefore, the amendments are consistent with Statewide Planning Goal 9.

Goal 10 - Housing: To provide for the housing needs of the citizens of the state.

Goal 10 requires the City to provide an adequate supply of buildable land to accommodate the City's estimated housing needs for a 20-year planning period. The *Envision Eugene Residential Land Supply Study (2012-2032)* was adopted by the City of Eugene in 2017 as a refinement of the *Envision Eugene Comprehensive Plan* and complies with the requirements of Goal 10 and Chapter 660, Division 008 of the Oregon Administrative Rules.

The *Envision Eugene Residential Land Supply Study* includes an inventory of buildable lands for residential use. According to the Residential Land Supply Study, there is sufficient buildable residential land to meet the identified land need. The PHS Land Use Code Amendments do not impact the City's supply of residential buildable land. No land is being re-designated from a residential use to a non-residential use, and the amendments do not otherwise diminish the amount of land available for residential use. Therefore, the amendments are consistent with Statewide Planning Goal 10.

Goal 11 - Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

The PHS Land Use Code Amendments do not affect the planning or development of future public facilities or services. The code amendments do not make changes to the City's provision of public facilities and services or to the currently adopted Eugene/Springfield Public Facilities and Services Plan (PFSP). Consistent with the PFSP, the City will continue to plan and develop public facilities to support the land uses designated in the City's acknowledged comprehensive plan. The amendments do not change the allowed uses or densities for any properties within the City and therefore the amendments will not affect the demand on the City's public facilities and services. Therefore, the amendments are consistent with Statewide Planning Goal 11.

Goal 12- Transportation: To provide and encourage a safe, convenient and economic transportation system.

Goal 12 is implemented through the Transportation Planning Rule (TPR), OAR Chapter 660, Division 12. Eugene's 2035 Transportation System Plan provides the policy framework through which the TPR is implemented at the local level. The TPR includes the following requirements at OAR 660-012-0060:

- (1) *If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:*

- (a) *Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);*
- (b) *Change standards implementing a functional classification system; or*
- (c) *Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.*
 - (A) *Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;*
 - (B) *Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or,*
 - (C) *Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.*

The TPR requires that land use changes that would significantly affect a transportation facility provide mitigation measures to address the anticipated impacts. The PHS Land Use Code Amendments will not significantly affect a planned or existing transportation facility, and no changes to existing, adopted land use designations or zoning of properties are proposed. The amendments will not change the functional classification of an existing or planned transportation facility, nor change any standards implementing a functional classification system. Further, because the amendments do not alter or affect the land uses allowed, the amendments will not result in levels of travel or access which are inconsistent with the functional classification of an existing or planned transportation facility or degrade the performance standards of an existing or planned transportation facility so that it will not meet the performance standards identified in the City's adopted transportation system plan. Therefore, the PHS Land Use Code Amendments are consistent with Statewide Planning Goal 12.

Goal 13 - Energy Conservation: To conserve energy.

Goal 13 provides guidance on the management of land and land uses to maximize the conservation of energy. Goal 13 provides implementation direction focused on lot sizes, building heights, density of housing, compatibility and availability of light, wind, and air. The PHS Land Use Code Amendments will not amend or otherwise affect any adopted land use regulations that implement this Goal. Instead, the Code Amendments will require the City to provide notice of proposed industrial developments to the City's regulatory partners. Therefore, the amendments are consistent with Statewide Planning Goal 13.

Goal 14 - Urbanization: To provide for an orderly and efficient transition from rural to urban land use.

The PHS Land Use Code Amendments are specific to land already zoned and designated for urban uses. The amendments do not affect the transition from rural to urban land uses, as all the property affected by the amendments is located within the City limits. Therefore, the amendments are consistent with Statewide Planning Goal 14.

Goal 15 - Willamette River Greenway: To protect, conserve, enhance and maintain the natural, scenic, historical, agricultural, economic and recreational qualities of lands along the Willamette River as the Willamette River Greenway.

The PHS Code Amendments do not contain any changes to the City's Willamette River Greenway regulations; therefore, Statewide Planning Goal 15 does not apply.

Goal 16 through 19 (Estuarine Resources, Coastal Shorelands, Beaches and Dunes, and Ocean Resources):

There are no coastal, ocean, estuarine, or beach and dune resources related to the lands affected by PHS Land Use Code Amendments. Therefore, these goals are not relevant, and the amendments will not affect compliance with Statewide Planning Goals 16 through 19.

EC 9.8065(2): [The amendments are] consistent with applicable provisions of the comprehensive plan and applicable adopted refinement plans.

The following findings address the *Eugene-Springfield Metropolitan Area General Plan (Metro Plan)*, the adopted and acknowledged regional comprehensive plan, the *Envision Eugene Comprehensive Plan (Envision Eugene)*, the Eugene-specific adopted and acknowledged comprehensive plan, the *Eugene 2035 Transportation System Plan (2035 TSP)*, the transportation element of Eugene's comprehensive land use plan, and applicable adopted refinement plans.

Metro Plan Policies**Environmental Resources Element**

- C.27 Local governments shall continue to cooperate in developing and implementing programs necessary to meet air quality standards. This effort should include but not be limited to:*
- a. Review of all major public capital expenditure projects for potential air quality impacts.*
 - b. Integration of air quality concerns into the comprehensive land use plan.*
 - c. Active participation in developing and implementing additional controls, as needed.*

The PHS Land Use Code Amendments would require the City of Eugene to provide notice of proposed industrial development to the City's public health regulatory partners.

Based on the findings provided above, the amendments are consistent with and supported by the applicable provisions of the *Metro Plan*.

Envision Eugene Policies

The *Envision Eugene* Comprehensive Plan does not contain any policies relevant to the PHS Land Use Code Amendments.

Eugene 2035 Transportation System Plan

The *Eugene 2035 Transportation System Plan* does not contain any policies relevant to the PHS Land Use Code Amendments.

Applicable Refinement Plans

There are no refinement plan policies applicable to the PHS Land Use Code Amendments.

EC 9.8065(3): In the case of establishment of a special area zone, [the amendments are] consistent with EC 9.3020 Criteria for Establishment of an S Special Area Zone.

The PHS Land Use Code Amendments do not establish a special area zone. Therefore, this criterion does not apply.



Memorandum

Date: February 17, 2026

To: Eugene City Council and Mayor

From: Jason Lear, Chair, Eugene Planning Commission and Diane Behling, Vice Chair, Eugene Planning Commission

Subject: Planning Commission Recommendation for Public Health Standards Code Amendments

As a planning commission, we thank you for the opportunity to serve the community. At our meeting on January 13, 2026, we concluded deliberations on the proposed Public Health Standards Land Use Code Amendments, which would require the City to provide notice to the Environmental Protection Agency, Oregon Department of Environmental Quality, and Lane Regional Air Protection Agency prior to the issuance of building permits for new development in the E-2 Mixed-Use Employment, I-2 Light-Medium Industrial, and I-3 Heavy Industrial zones.

After extensive and robust discussion and consideration of public input, the Council's June 2025 directives, and staff recommendations, on January 13, 2026, the Commission voted 4-3 to recommend that the Council adopt Version 4 of the proposed code amendments. Due to the robust discussion and the split nature of the Commission's decision, the Commission delegated authority to the Commission Chair, who voted in the majority, and the Commission Vice Chair, who voted in the minority, to submit a memo to Council providing additional context and insight into the Commission's evaluation, deliberations, and recommendation on the code amendments.

At the City Council's [June 18, 2025](#) work session, the Council passed two motions related to the Public Health Standards project. The first motion directed the City Manager to draft land use code amendments to require that an applicant demonstrate, prior to the issuance of City development permits, that either:

1. The applicant has been issued all necessary licenses and permits from pollution control agencies like Lane Regional Air Protection Agency (LRAPA) and Oregon Department of Environmental Quality (DEQ), or
2. The applicant has applied for the necessary licenses and permits, and the licenses and permits are likely to be issued.

As the code amendment project moved through the planning commission public hearing and three subsequent deliberations meetings, the commissioners reviewed and considered four versions of the code amendments. Each version sought to implement the council's direction while incorporating feedback from the community, regulatory partners, and commissioners. Each version was iterated upon to further hone the code amendments into a workable outcome. A minority of the commission continued to favor Versions 3 throughout the process, believing this version of the ordinance best accomplished the spirit of Council's direction, while also remaining practically achievable for applicants and city staff, and helpful to regulatory partners. The majority accepted that Version 4 did not as neatly uphold council's direction for 'coordination', but found Version 4 better balanced the goal of improving public health regulation, by actively informing regulators of building plans, without overburdening applicants by requiring they obtain a regulator response that may not arrive in a timely manner.

Version 3 of the proposed amendments would require an applicant for a building permit in the E-2, I-2, or I-3 zones to identify and list in their application all the air, land, and water permits required by the Environmental Protection Agency (EPA), Oregon Department of Environmental Quality (DEQ), and/or Lane Regional Air Protection Agency (LRAPA) or attest that no air, land, or water permits are required for the proposed development. Version 3 also includes a requirement that the city send notice to the regulatory agencies informing them when development permits are submitted for properties in the subject zones.

While some Commissioners supported Version 3, other Commissioners raised questions about how the Version 3 code amendments would be enforced and whether the proposal would create unnecessary burdens for applicants without demonstrable public health benefits. As a result of these questions and considerations, the Commission voted unanimously on December 16, 2025, to direct staff to draft a new version of the code amendments that would retain the city's noticing requirements but remove the requirement that the applicant identify and attest to the required regulatory permits.

Staff returned at the Commission meeting on January 13, 2026, and presented Version 4 of the proposed code amendments. Following robust and spirited deliberations on the merits of Versions 3 and 4, we ultimately voted 4-3 to recommend that the City Council adopt Version 4 of the proposed code amendments. Below is brief summary of the Commissioners' basis for supporting Version 4, which was the majority vote, as well as the basis for the minority who supported Version 3.

The commissioners in support of Version 4 feel that it achieves the goal of efficient notification, thereby facilitating coordination without imposing undue burdens on applicants. They pointed out that by removing the requirement for applicants to list and to attest to permits required by federal, state, and local agencies, Version 4 avoids potential delays in building permit issuance caused by potentially unresponsive regulatory agencies. Commissioners also questioned whether the requirement that applicants identify and attest to the needed regulatory permits, as phrased in Version 3, would provide additional public health benefits. Commissioners supporting Version 4 emphasized that the notification to agency partners by the City would be sufficient to enhance public health coordination without creating barriers to economic development or adding complexity for businesses.

Three commissioners continued to support Version 3 of the proposed code amendments, representing the minority. These commissioners feel that Version 3 is more closely aligned to the

Council's June 2025 direction to require applicants to identify applicable permits early in the process. Additionally, the commissioners in support of Version 3 pointed out that it would create a public record of which air, land and water permits are identified as being required for a particular development, which would make it easier for interested parties to track the regulatory permitting process. They felt that Version 3 would increase accountability for applicants and liked that it required applicants to engage with the other agencies, if they don't already. Commissioners in support of Version 3 also stated that they believe that these code amendments would only impact around ten building permits per year, and that most applicants are likely to be sophisticated business owners familiar with the regulatory permitting processes.

The Planning Commission recognizes the complexity of this issue and the importance of protecting public health while supporting a vibrant local economy. Thank you for the opportunity to provide a recommendation on this important project. We appreciate and value collaborating with you on this and future projects.

EUGENE CITY COUNCIL AGENDA ITEM SUMMARY



Public Comment

Meeting Date: March 9, 2026
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 7
Staff Contact: Rosa Roach
Phone: 541-682-8497

ISSUE STATEMENT

This item allows members of the public the opportunity to express opinions and provide information to the council. Comments presented during the public comment period should be on city-related issues and should not address items which have already been heard by a Hearings Official, items on the present agenda as a public hearing item, or items related to a quasi-judicial matter after the official record has been closed.

BACKGROUND

Per City Council's operating agreement, speakers at the public comment period will be limited to two and a half minutes and the total time will be limited to 90 minutes total. Speakers will be randomized, and no persons will be allowed to submit a "Request to Speak" form more than 30 minutes prior to the start of the meeting. Persons wishing to speak must sign up to do so not later than 5 minutes after the meeting has been opened by the Mayor or presiding officer.

At the end of the public comment period each member of the Council has the opportunity to respond to comments made. The time allocated to each member of the Council for such responses shall be up to three minutes.

FOR MORE INFORMATION

Staff Contact: Rosa Roach, City Council Coordinator
Telephone: 541-682-8497
Staff E-Mail: rrroach@eugene-or.gov

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



A Resolution Annexing Land to the City of Eugene
(Assessor's Map 17-04-14-41, Tax Lot 07809 and Located at 1773 Parnell Drive)
(City File: 1773 Parnell Drive; A 25-13)

Meeting Date: March 9, 2026
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 8A
Staff Contact: Nicholas Gioello
Phone: 541-682-5453

ISSUE STATEMENT

This item is a request to annex an approximately 0.18-acre (8,000 square feet) property located at 1773 Parnell Drive. No public rights-of-way are proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A to this Agenda Item Summary.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's urban growth boundary (UGB), the Eugene-Springfield Metropolitan Area General Plan (Metro Plan), Eugene's regional comprehensive plan, provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

The subject property is currently zoned R-1 Low-Density Residential with /UL Urbanizable Land Overlay. The Metro Plan designates the subject property for low-density residential use. The subject property is located within the Urban Growth Boundary (UGB) and is separated from city limits only by Hamilton Avenue right-of-way on its northern boundary. Annexation will allow for future development consistent with the property's residential land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C of the attached resolution (see Attachment B to this AIS).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (River Road Community Organization) consistent with Eugene Code requirements. No testimony has been received to date regarding the proposed annexation of this property.

March 9, 2026 Meeting – Item 8A

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm there are no concerns with the proposed annexation and the property is already provided with the minimum level of key urban services consistent with the approval criteria. Given the findings and recommendation included in Exhibit C of Attachment B, demonstrating the provision of key urban services to the property and the absence of any testimony, a public hearing is not recommended in this instance.

A full copy of all materials in the record is available at the Permit and Information Center located at 99 West 10th Avenue, which is open from 12 pm to 4 pm Monday through Friday. To view materials at another time, please contact the listed staff representative to schedule an appointment. Copies may be also obtained at a reasonable cost. As a courtesy, copies of the application materials are also available online at: <https://pdd.eugene-or.gov/LandUse/ApplicationDetails?file=A-25-0013>

RELATED CITY POLICIES

None.

PREVIOUS COUNCIL DIRECTION

None.

COUNCIL OPTIONS

City Council may consider the following options:

1. Approve the Annexation and adopt the resolution
2. Approve the Annexation and adopt the resolution with specific modifications as determined by the City Council
3. Deny the annexation application
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council find that the request complies with all applicable approval criteria, adopt the resolution, and approve the annexation.

SUGGESTED MOTION

Move to adopt a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-04-14-41 Tax Lot 07809 and Located at 1773 Parnell Drive).

ATTACHMENTS

- A. Vicinity Map
- B. Proposed Annexation Resolution with Exhibits A through C
 - Exhibit A: Site Plan
 - Exhibit B: Legal Description

March 9, 2026 Meeting – Item 8A

Exhibit C: Planning Director Findings

FOR MORE INFORMATION

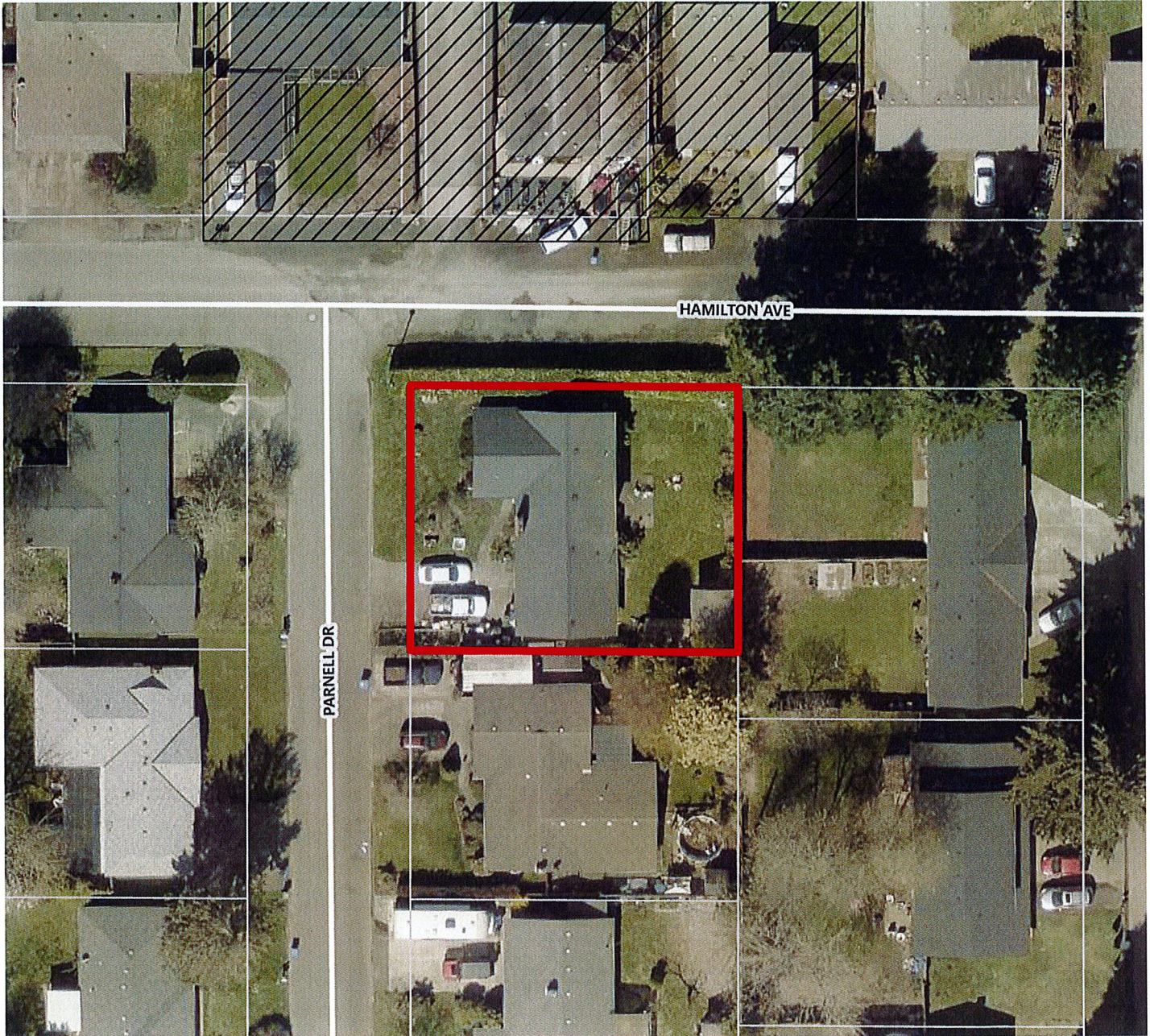
Staff Contact: Nicholas R. Gioello, Associate Planner





Telephone: 541-682-5453

Staff E-Mail: NGioello@eugene-or.gov



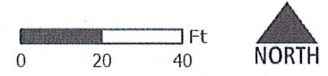
Vicinity Map
1773 Parnell (A 25-13)



-  Subject Property
-  Eugene City Limits
-  Taxlots
-  Eugene UGB

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 2/20/2026
by City of Eugene Planning Division



RESOLUTION NO. _____

**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR’S MAP 17-04-14-41, TAX LOT 07809 AND LOCATED AT 1773
PARNELL DRIVE)**

The City Council of the City of Eugene finds that:

A. An annexation application was submitted on December 2, 2025, by William Krautsack & Kevin Krautsack, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, (“EC”) to annex property identified as Assessor’s Map 17-04-14-41, Tax Lot 07809, to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City’s Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director’s Findings and Recommendation are attached as Exhibit C.

D. On February 6, 2026, a notice containing the street address, the assessor’s map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director’s preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the River Road Community Organization. The notice advised that the City Council would consider the Planning Director’s full recommendation on the proposed annexation on March 9, 2026.

E. After considering the Planning Director’s recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

Section 1. Based on the above findings and the Planning Director’s Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor’s Map 17-04-14-41, Tax Lot 07809, which is more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from R-1 Low-Density Residential with /UL Urbanizable Land Overlay to R-1 Low-Density Residential shall become effective in accordance with State law.

The foregoing Resolution adopted the ____ day of March, 2026.

City Recorder

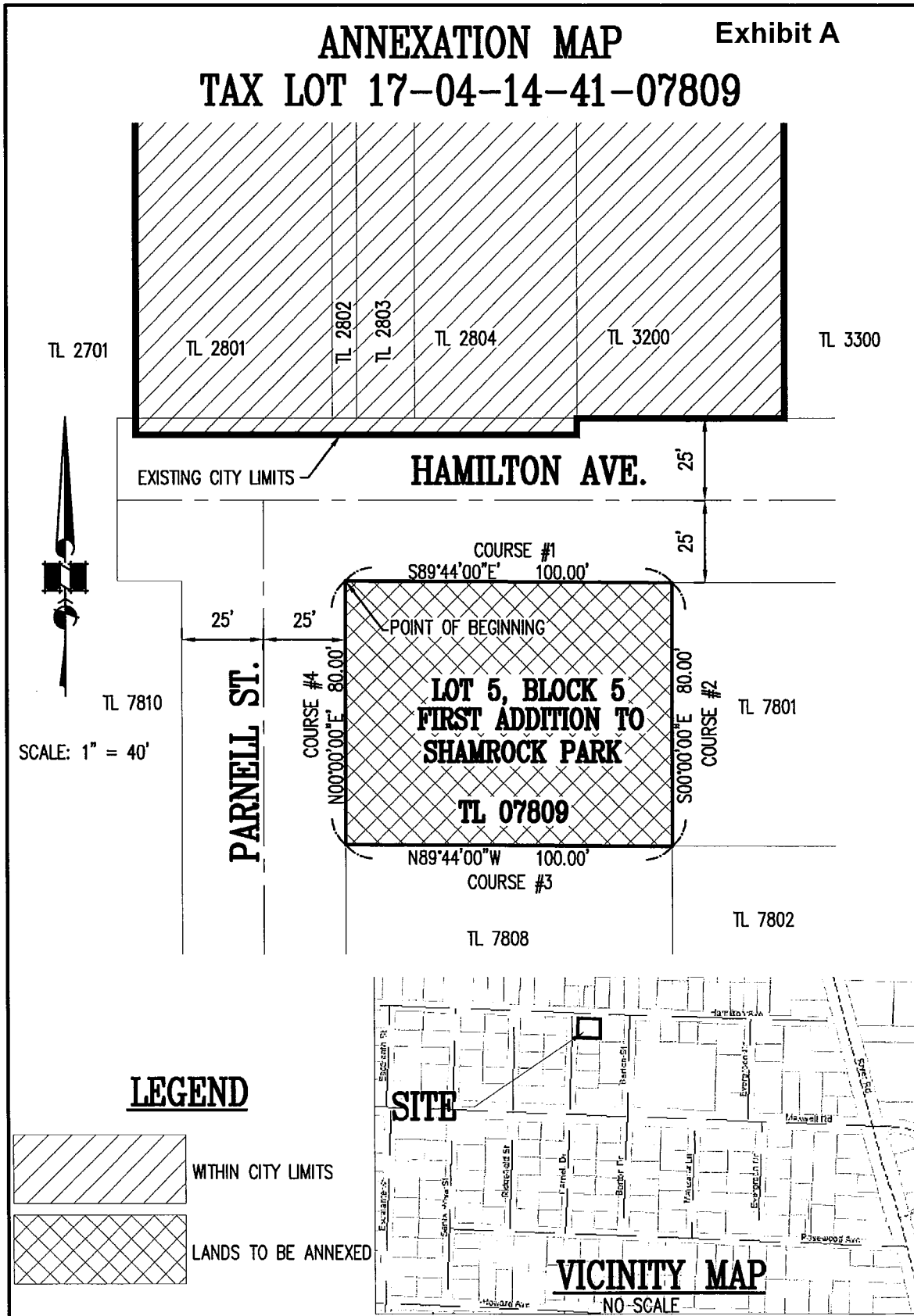


Exhibit B
Legal Description of Affected Territory to be Annexed
(Tax Lot #7809)

A unit of land situated in the southeast 1/4 of Section 14, Township 17 South, Range 4 West of the Willamette Meridian, said unit of land being Lot 5, Block 5, FIRST ADDITION TO SHAMROCK PARK, as platted and recorded in Book 34, Page 29, Lane County Plat Records, in Lane County, Oregon and more particularly described as follows

Beginning at the Northwest corner of Lot 5, Block 5, First Addition to Shamrock Park, as platted and recorded in Book 34, Page 29, Lane County Plat Records, in Lane County, Oregon:

Course #1: Thence along the North boundary line of said Lot 5, South 89°44'00" East a distance of 100.00 feet to the Northeast corner of said Lot 5;

Course #2: Thence along the east boundary line of said Lot 5, South 00°00'00" East a distance of 80.00 feet to the Southeast corner of said Lot 5;

Course #3: Thence along the South boundary line of said Lot 5, North 89°44'00" West a distance of 100.00 feet to the Southwest corner of said Lot 5;

Course #4: Thence along the west boundary line of said Lot 5, North 00°00'00" West a distance of 80.00 feet to the point of beginning, all in Lane County, Oregon.



**Planning Director’s Findings and Recommendation:
Annexation Request for 1773 Parnell Drive
(City File: A 25-13)**

Application Submitted: December 2, 2025
Applicant: William Krautsack & Kevin Krautsack
Property Included in Annexation Request: Tax Lot 07809 of Assessor’s Map 17-04-14-41
Zoning: R-1 Low-Density Residential and /UL Urbanizable Land Overlay
Location: 1773 Parnell Drive
Lead City Staff: Nicholas Gioello, Associate Planner, City of Eugene Planning Division, 541-682-5453

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city’s urban growth boundary and is:	
<p align="center">(a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.</p>	
Complies	Findings: The subject property is within the Urban Growth Boundary and is separated from the City limits only by the public right of way of Hamilton Avenue along its north boundary, consistent with subsection (b).
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.	
Complies	Findings: Several policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>):
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
	<p><i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i></p> <ul style="list-style-type: none"> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <p><i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i></p>

Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)

The following policy from the Residential Element of the Metro Plan is also applicable:

Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.

The Metro Plan designates the annexation area as appropriate for low-density residential use. The River Road - Santa Clara Urban Facilities Plan (RR/SC UFP) is an adopted refinement plan for the subject property, which also designates the area for low density residential use, consistent with the subject property's existing R-1 Low-Density Residential zoning. The /UL overlay will be automatically removed from the property upon approval of the annexation.

Regarding applicable policies of the RR/SC UFP, the subject property is not located within a subarea. None of the general "Residential Land Use Policies" at Section 2.2 appear to be directly applicable to the subject request. The "Public Facilities and Services Element" policies of the RR/SC UFP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that property within the UGB will be annexed.

The River Road - Santa Clara Neighborhood Plan is the other more recently adopted refinement plan applicable to the subject property. While none of the goals or policies appear to serve as mandatory approval criteria for this annexation, the following policy is relevant to the annexation request:

Policy 17.4 Annexation: Annexation of the River Road and Santa Clara areas will occur only through strict application of state laws and local policies (e.g., ability to extend key urban facilities and services in a timely manner). In each case, Eugene will make every reasonable attempt to provide for annexation only on a voluntary basis and according to prior individual property annexation agreements.

As this annexation request is both served by key urban facilities (see below) and is a voluntary annexation, this policy is generally supportive of the request. Further, the Neighborhood Plan Goals focus on promoting additional housing infill, which this annexation will facilitate because of the expanded residential uses allowed on this property following annexation.

As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC

		<p>9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.</p> <p>Based on the findings above, the proposal is consistent with the applicable policies of the <u>Metro Plan</u> and <u>RR/SC UFP</u> refinement plan, and the <u>River Road – Santa Clara Neighborhood Plan</u> refinement plan.</p>
<p>EC 9.7825(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.</p>		
<p>Complies</p> <p><input checked="" type="checkbox"/> YES</p> <p><input type="checkbox"/> NO</p>		<p>Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:</p> <p><u>Wastewater</u> The property is currently connected to the public wastewater system within Hamilton Avenue right-of-way adjacent to the site.</p> <p><u>Stormwater</u> There is no public system adjacent to the subject property. The nearest piped public system is approximately 1,120 feet to the east of subject property in Hamilton Avenue and River Road. Soil maps indicate Type B soils. No construction is proposed as part of this application and the site is already developed with a single-unit structure. Any future development will be subject to the City of Eugene Stormwater standards during the building permit process.</p> <p><u>Transportation</u> The subject property’s western boundary fronts Parnell Drive, a local Lane County street maintained by the City of Eugene. Additionally, the northern property boundary fronts Hamilton Avenue, a Lane County local access road. A facilities permit with Lane County may be required for any future development.</p> <p><u>Solid Waste</u> Collection service is provided by private firms. Regional disposal sites and services are operated by Lane County.</p> <p><u>Water and Electric</u> Eugene Water and Electric Board (EWEB) Water staff confirm no objections to the annexation of the site.</p> <p><u>Public Safety</u> Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection and emergency medical services will be provided by Eugene Springfield Fire.</p> <p><u>Parks and Recreation</u> Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>

		<p><u>Planning and Development Services</u> Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.</p> <p><u>Communications</u> A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u> The subject property is within Eugene School District 4J. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
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CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date of the annexation will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of R-1 Low-Density Residential will remain; however, the /UL Urbanizable Land overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

EUGENE CITY COUNCIL

AGENDA ITEM SUMMARY



A Resolution Annexing Land to the City of Eugene
(Assessor's Map 18-03-09-30, Portion of Tax Lot 10501 and
Located at 1810 Firland Boulevard)
(City File: 1810 Firland Blvd; A 25-14)

Meeting Date: March 9, 2026
Department: Planning and Development
www.eugene-or.gov

Agenda Item Number: 8B
Staff Contact: Nicholas Gioello
Phone: 541-682-5453

ISSUE STATEMENT

This item is a request to annex an approximately 4.49-acre (195,149 square feet) portion of a property located at 1810 Firland Boulevard. No public rights-of-way are proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A to this Agenda Item Summary.

BACKGROUND

To encourage compact urban growth and sequential development within Eugene's urban growth boundary (UGB), the Eugene-Springfield Metropolitan Area General Plan (Metro Plan), Eugene's regional comprehensive plan, provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

The subject property is currently zoned AG Agricultural with /UL Urbanizable Land Overlay. The Metro Plan designates the subject property for low-density residential use. The portion of the subject property proposed for annexation is within the Urban Growth Boundary and is contiguous to city limits along the southeast boundary and is separated from the City limits by the public right-of-way of Firland Boulevard along its north boundary. Annexation will allow for future development consistent with the property's residential land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C of the attached resolution (see Attachment B to this AIS).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property. There is no affected neighborhood association for this area. No testimony has been received to date regarding the proposed annexation of this property.

March 9, 2026 Meeting – Item 8B

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm there are no concerns with the proposed annexation and the property is already provided with the minimum level of key urban services consistent with the approval criteria. Given the findings and recommendation included in Exhibit C of Attachment B, demonstrating the provision of key urban services to the property, as well as the absence of any testimony, a public hearing is not recommended in this instance.

A full copy of all materials in the record is available at the Permit and Information Center located at 99 West 10th Avenue, which is open from 12 pm to 4 pm Monday through Friday. To view materials at another time, please contact the listed staff representative to schedule an appointment. Copies may be also obtained at a reasonable cost. As a courtesy, copies of the application materials are also available online at: <https://pdd.eugene-or.gov/LandUse/ApplicationDetails?file=A-25-0014>

RELATED CITY POLICIES

None.

PREVIOUS COUNCIL DIRECTION

None.

COUNCIL OPTIONS

City Council may consider the following options:

1. Approve the Annexation and adopt the resolution
2. Approve the Annexation and adopt the resolution with specific modifications as determined by the City Council
3. Deny the annexation application
4. Defer action until after the council holds a public hearing on the proposed annexation

CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council find that the request complies with all applicable approval criteria, adopt the resolution, and approve the annexation.

SUGGESTED MOTION

Move to adopt a Resolution Annexing Land to the City of Eugene (Assessor's Map 18-03-09-30, Portion of Tax Lot 10501 and located at 1810 Firland Boulevard).

ATTACHMENTS

- A. Vicinity Map
- B. Proposed Annexation Resolution with Exhibits A through C
 - Exhibit A: Site Plan
 - Exhibit B: Legal Description

March 9, 2026 Meeting – Item 8B

Exhibit C: Planning Director Findings

FOR MORE INFORMATION

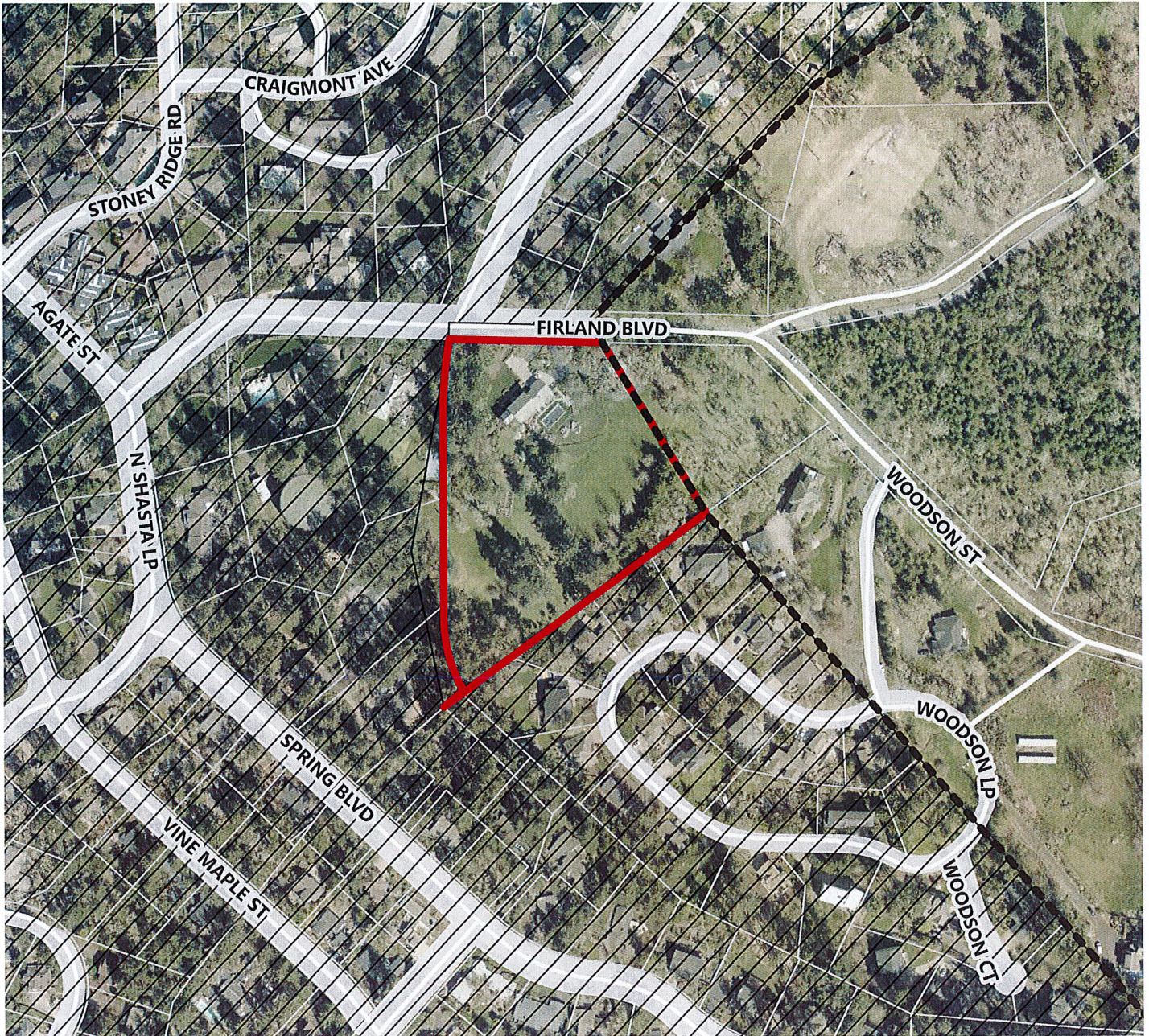
Staff Contact: Nicholas R. Gioello, Associate Planner





Telephone: 541-682-5453

Staff E-Mail: NGioello@eugene-or.gov



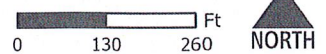
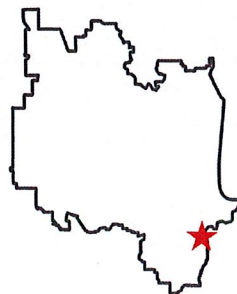
Vicinity Map (A 25-14) 1810 Firland Blvd



-  Subject Property (portion to annex)
-  Eugene City Limits
-  Taxlots
-  Eugene UGB

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 2/20/2026
by City of Eugene Planning Division



RESOLUTION NO. _____

**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE
(ASSESSOR'S MAP 18-03-09-30, PORTION OF TAX LOT 10501 AND
LOCATED AT 1810 FIRLAND BOULEVARD)**

The City Council of the City of Eugene finds that:

A. An annexation application was submitted on December 16, 2025, by Kris and Kim Londahl Trust, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 18-03-09-30, a portion of Tax Lot 10501, to the City of Eugene.

B. The property proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property proposed to be annexed is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Findings and Recommendation are attached as Exhibit C.

D. On February 6, 2026, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant and owners and occupants of properties located within 500 feet of the perimeter of the subject property. Notice was not mailed to the affected neighborhood association because there is no neighborhood group or community organization officially recognized by the city council that includes the area of the subject property. The property is located just outside the boundaries of the Southeast Neighbors neighborhood association. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on March 9, 2026.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a
Municipal Corporation of the State of Oregon, as follows:**

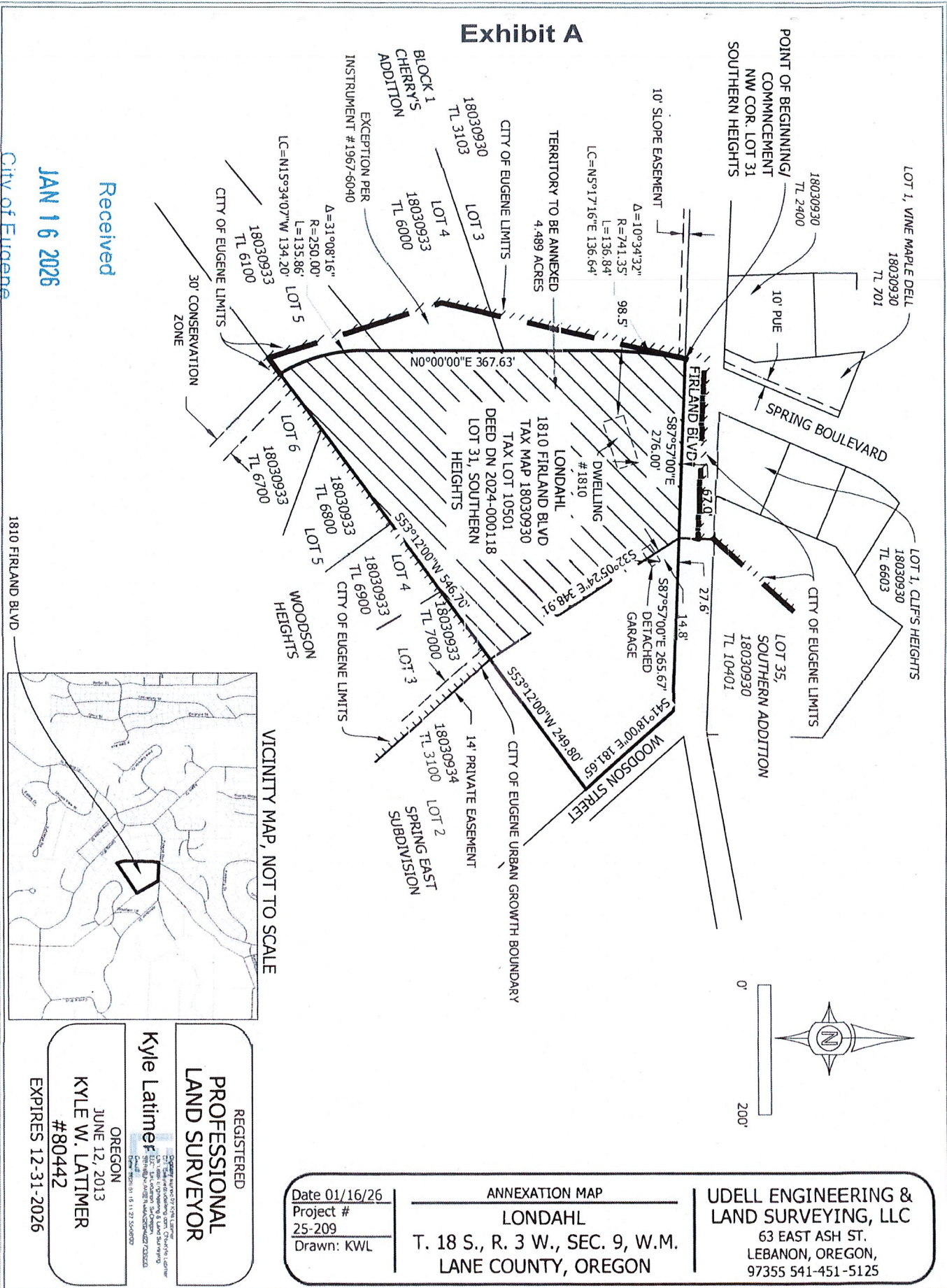
Section 1. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 18-03-09-30, that portion of Tax Lot 10501, which is more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

Section 2. This Resolution is effective immediately upon its passage by the City Council. The annexation and the automatic rezoning of the land pursuant to EC 9.7820(3) from AG Agricultural with /UL Urbanizable Land Overlay to AG Agricultural shall become effective in accordance with State law.

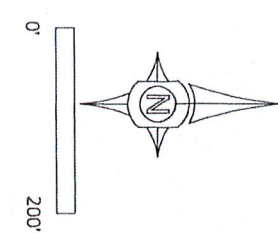
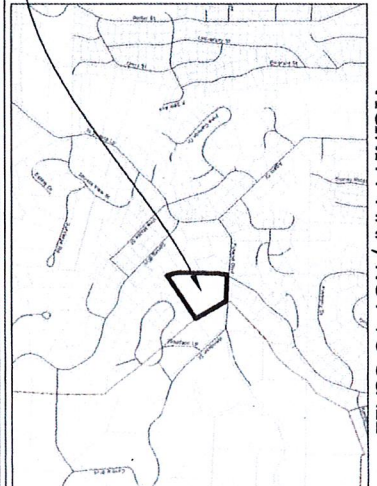
The foregoing Resolution adopted the ____ day of March, 2026.

City Recorder

Exhibit A



Received
 JAN 16 2026
 City of Eugene
 Planning Division



REGISTERED
**PROFESSIONAL
 LAND SURVEYOR**
 Kyle Latimer
 OREGON
 JUNE 12, 2013
 KYLE W. LATIMER
 #80442
 EXPIRES 12-31-2026

Date 01/16/26
 Project # 25-209
 Drawn: KWL
ANNEXATION MAP
LONDAHL
 T. 18 S., R. 3 W., SEC. 9, W.M.
 LANE COUNTY, OREGON

**UDELL ENGINEERING &
 LAND SURVEYING, LLC**
 63 EAST ASH ST.
 LEBANON, OREGON,
 97355 541-451-5125

Exhibit B

LONDAHL ANNEXATION DESCRIPTION

AN AREA OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 18 SOUTH, RANGE 3 WEST OF THE WILLAMETTE MERIDIAN, IN LANE COUNTY, OREGON AND BEING MORE SPECIFICALLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 31, SOUTHERN HEIGHTS; THENCE ALONG THE NORTH LINE OF LOT 31, SOUTH 87°57'00" EAST 276.00 FEET TO THE EASTERLY URBAN GROWTH BOUNDARY OF THE CITY OF EUGENE; THENCE SOUTH 32°05'24" EAST 348.91 FEET TO THE SOUTHERLY LINE OF SAID LOT 31; THENCE SOUTH 53°12'00" WEST 546.70 FEET TO THE SOUTHWEST CORNER OF THE LAND DESCRIBED IN LANE COUNTY DEED DOCUMENT NO. 2024-000118; THENCE NORTHERLY 135.86 FEET ALONG A 250.00 FOOT RADIUS CURVE TO THE RIGHT THE LONG CHORD OF WHICH IS NORTH 15°34'07" WEST 134.20 FEET; THENCE NORTH 0°00'00" EAST 367.63 FEET; THENCE CONTINUING NORTHERLY A DISTANCE OF 136.84 FEET ALONG A 741.35 FOOT RADIUS CURVE TO THE RIGHT, THE LONG CHORD OF WHICH IS NORTH 5°17'16" EAST 136.64 FEET TO THE POINT OF BEGINNING.

DESCRIBED AREA CONTAINS 4.489 ACRES, MORE OR LESS.

SOUTHERN HEIGHTS PLAT WAS USED AS A BASIS OF BEARINGS

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Kyle Latimer

Digitally signed by Kyle Latimer
DN: E=kyle@udelleng.com, CN=Kyle
Latimer, O=Udell Engineering & Land
Surveying, LLC, L=Lebanon, St=Oregon
SERIALNUMBER=MAS2024027336233,
C=US
Date: 2025.12.08 10:43:01-0800

OREGON
JUNE 12, 2013
KYLE W. LATIMER
80442

RENEWS: 12/31/2026

Udell Engineering & Land Surveying, LLC
63 East Ash Street, Lebanon, OR 97355
Ph: 541-451-5125 • Fax: 541-451-1366



**Planning Director’s Findings and Recommendation:
Annexation Request for 1810 Firland Boulevard
(City File: A 25-14)**

Application Submitted: December 16, 2025
Applicant: Kris and Kim Londahl Trust
Property Included in Annexation Request: Portion of Tax Lot 10501 of Assessor’s Map 18-03-09-30
Zoning: AG Agricultural and /UL Urbanizable Land Overlay
Location: 1810 Firland Boulevard
Lead City Staff: Nicholas Gioello, Associate Planner, City of Eugene Planning Division, 541-682-5453

EVALUATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825(1) The land proposed to be annexed is within the city’s urban growth boundary and is: (a) Contiguous to the city limits; or (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.					
<table border="1"> <tr> <td>Complies</td> <td>Findings: The portion of the subject property proposed for annexation is within the Urban Growth Boundary and is contiguous to city limits along the southeast boundary, and is separated from the City limits by the public right-of-way of Firland Boulevard along its north boundary, consistent with subsections (a) and (b).</td> </tr> <tr> <td> <input checked="" type="checkbox"/> YES </td> <td> <input type="checkbox"/> NO </td> </tr> </table>	Complies	Findings: The portion of the subject property proposed for annexation is within the Urban Growth Boundary and is contiguous to city limits along the southeast boundary, and is separated from the City limits by the public right-of-way of Firland Boulevard along its north boundary, consistent with subsections (a) and (b).	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
Complies	Findings: The portion of the subject property proposed for annexation is within the Urban Growth Boundary and is contiguous to city limits along the southeast boundary, and is separated from the City limits by the public right-of-way of Firland Boulevard along its north boundary, consistent with subsections (a) and (b).				
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO				
EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.					
<table border="1"> <tr> <td>Complies</td> <td>Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>):</td> </tr> <tr> <td> <input checked="" type="checkbox"/> YES </td> <td> <input type="checkbox"/> NO </td> </tr> </table>	Complies	Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>):	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<p><i>Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:</i></p> <ul style="list-style-type: none"> <i>a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.</i> <i>b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)</i> <p><i>Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).</i></p>
Complies	Findings: Several policies from the <u>Metro Plan</u> provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in <i>italic text</i>):				
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO				

Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)

The following policy from the Residential Element of the Metro Plan is also applicable:

Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.

The Metro Plan designates the annexation area as appropriate for low-density residential use.

The South Hills Study is the adopted refinement plan for the subject property, however, there are no policies in the South Hills Study that would serve as approval criteria for the proposed annexation.

As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.

Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and South Hills Study.

EC 9.7825(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.

Complies		Findings: Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
		<p><u>Wastewater</u> The property is currently served by a septic system per Lane County Records. There is an 8-inch public wastewater line in Firland Boulevard to the north of subject property which can provide service for the property.</p> <p><u>Stormwater</u> There is no piped public system adjacent to the subject property. The nearest piped public system is approximately 85 feet to the north of the subject property in Spring Boulevard. Soil maps indicate Type C and D soils. No construction is proposed as part of this application and the site is already developed with a single-unit structure. Any future development will be subject to the City of Eugene Stormwater standards during the building permit process.</p>

	<p><u>Transportation</u> The subject property’s northern boundary fronts Firland Boulevard. This section of Firland Boulevard is a local access road, owned by Lane County Public Works. A facilities permit with Lane County may be required for any future development.</p> <p><u>Solid Waste</u> Collection service is provided by private firms. Regional disposal sites and service are operated by Lane County.</p> <p><u>Water and Electric</u> Eugene Water and Electric Board (EWEB) Water staff confirm no objections to the annexation of the site.</p> <p><u>Public Safety</u> Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection and emergency medical services will be provided by Eugene Springfield Fire.</p> <p><u>Parks and Recreation</u> Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p> <p><u>Planning and Development Services</u> Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.</p> <p><u>Communications</u> A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.</p> <p><u>Public Schools</u> The subject property is within Eugene School District 4J. As access to schools is evaluated on a district-wide basis, the property’s location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.</p>
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CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date of the annexation will be set in accordance with State law.

INFORMATIONAL ITEMS:

- Upon approval of the annexation, the base zoning of AG Agricultural will remain; however, the /UL Urbanizable Land overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.