



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL
17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON

JUNE 28, 2016

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

Mayor Russell called the meeting to order at 7:00 p.m.

Council Members Present: Bob Russell, Jonathan Bilden, Wayne Brown, Bill Fierke, Aaron Prunty, and Kathy Sell.

Council Members Absent: Ruth Jenks.

Staff Members Present: Henry Lawrence, City Administrator; Joseph Kellerman, City Attorney; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Jackson County Commissioner Colleen Roberts; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance; and Jerry Zieman offered an invocation.

3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA

There were no audience questions or comments.

4. PRESENTATIONS

There were no presentations.

5. PUBLIC HEARINGS

5.1 A Public Hearing to receive comments from interested parties for the proposed use of state revenues.

City of Eagle Point Council Meeting Minutes

June 28, 2016

Page 2 of 6

Mayor Russell opened the public hearing at 7:02 p.m. to receive comments from interested parties for the proposed use of state revenues. Melissa Owens, Finance Officer, explained about cities sharing a portion of state revenues for liquor taxes, cigarette taxes, and gas taxes based on city populations. Requirements included two public hearings, and the passage of a Resolution to request and receive state revenues with a certification of the two required public hearings. The first public hearing was held on June 2, 2016 at the Budget Committee Meeting. Mayor Russell invited public testimony; however, there being none, closed the Public Hearing at 7:03 p.m.

- 5.2 A Public Hearing to accept comment regarding adoption of the 2016-2017 Budget as approved by the Budget Committee.

Mayor Russell opened the public hearing at 7:04 p.m. to receive comment regarding adoption of the 2016-2017 Budget as approved by the Budget Committee. Melissa Owens, Finance Officer, explained that on June 2, 2016, a Public Hearing was held and a balanced budget was presented to the Budget Committee. The Budget Committee approved the budget as presented with two changes. The first change implemented an increase for Downtown Improvements by \$10,000 for the façade grant program that reduces the Contingency by \$10,000. The second change related to the 4th of July activities and is in the amount of \$15,000 (with restrictions). Ms. Owens further noted this Public Hearing provided the public with another opportunity to speak regarding the proposed budget. Mayor Russell invited members of the audience to provide public testimony. There being no public testimony, Mayor Russell closed the public hearing at 7:06 p.m.

6. CONSENT CALENDAR

- 6.1 Presentation of Regular Meeting Minutes of June 14, 2016.
- 6.2 Presentation of Budget Committee Meeting Minutes of June 2, 2016.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Fierke seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

There were no items considered for removal from the Consent Calendar.

8. PRESENTATION OF BILLS TO BE PAID

Mayor Russell asked if there were questions about the bills to be paid including the additional bills list. There being none, Council President Bilden moved to approve the Bills to be Paid and the Additional Bill List in the amount of \$54,514.09 (Submission No. 1). Councilor Prunty seconded the motion. There was no discussion. Roll call: Aaron Prunty,

City of Eagle Point Council Meeting Minutes

June 28, 2016

Page 3 of 6

aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no Old Business.

10. NEW BUSINESS

- 10.1 Resolution No. 2016-27. A Resolution authorizing adjustments to Revenues and Expenses within various funds for the 2015-2016 Fiscal Year.

Melissa Owens, Finance Officer, noted this Resolution gives a last minute opportunity to review and make adjustments for the 2015-2016 Fiscal Year. The proposed changes were included in Resolution No. 2016-27 (Submission No. 2) and reviewed in detail during the meeting. The majority of changes were increases related to building activity. There was also an unanticipated grant for the Lucas Park Restrooms, early retirement of the water meter loan, transfer for land purchase related to the USDA Water Project, and an increase to the Sewer Fund.

A brief discussion followed in which Ms. Owens clarified that expenses through the end of the fiscal year had been budgeted and there would not be additional changes.

Mayor Russell asked for a motion to approve Resolution No. 2016-27. Councilor Fierke made a motion to approve Resolution No. 2016-27 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2016-28. A Resolution certifying that the City of Eagle Point provides four or more municipal services.

Melissa Owens, Finance Officer, explained that the City must certify that it provides four or more services to meet the eligibility requirements of receiving state revenue sharing. The City of Eagle Point currently provides five services: police protection; street construction and maintenance; storm sewers; planning, zoning, and subdivision control; and water.

Mayor Russell asked for a motion to approve Resolution No. 2016-28. Council President Bilden made a motion to approve Resolution No. 2016-28 and Councilor Fierke seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

City of Eagle Point Council Meeting Minutes

June 28, 2016

Page 4 of 6

- 10.3 Resolution No. 2016-29. A Resolution declaring the City's election to receive state revenues.

Melissa Owens, Finance Officer, explained that the two required public hearings had been held and the Resolution certifying the City provides four or more municipal services had passed. The purpose of this Resolution was to declare the City's election to receive state revenues.

Mayor Russell asked for a motion to approve Resolution No. 2016-29. Council President Bilden made a motion to approve Resolution No. 2016-29 and Councilor Fierke seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2016-30. A Resolution adopting the 2016-2017 Budget, declaring tax levied, making appropriations for the 2016-2017 Fiscal Year, and categorizing the tax levy.

Melissa Owens, Finance Officer, explained that the required public hearings had been held, and appropriate notifications had been made. Passage of Resolution No. 2016-30, was the final step to adopting the 2016-2017 Budget, declaring tax levied, making appropriations for the 2016-2017 Fiscal Year, and categorizing the tax levy.

Mayor Russell asked for a motion to approve Resolution No. 2016-30. Councilor Fierke made a motion to approve Resolution No. 2016-30 and Councilor Sell seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.5 Resolution No. 2016-31. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract for the 2016 Crack Seal Project.

Robert Miller, Public Works Director, expressed appreciation for adoption of the budget and provided an explanation about the proposed Resolution. An additional 60,000 linear feet of crack sealing is proposed for the 2016 Crack Seal Project, and there will likely be more linear feet completed. The project was duly advertised, and two bids were received. C. R. Contracting LLC, submitted a bid in the amount of \$38,500; and the other bid was for \$42,500. A brief discussion ensued about the cost in comparison to previous years and bids increased by approximately \$6,000-\$7,000.

Mayor Russell asked for a motion to approve Resolution No. 2016-31. Councilor Sell made a motion to approve Resolution No. 2016-31 and Councilor Brown seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

City of Eagle Point Council Meeting Minutes

June 28, 2016

Page 5 of 6

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported there had been no news on the upcoming Showa visit.

Council President Bilden announced the birth of his beautiful baby girl, Alise June.

Councilor Prunty announced there had not been a Parks and Recreation Commission meeting and there was no additional report.

Councilor Brown reported on Rogue Valley Sewer Services negotiating a contract with Shady Cove to provide sewer services.

Councilor Sell reported on the recent Planning Commission meeting which drew a large audience regarding the proposed Golf Course Lodging Facilities. Councilor Sell also complimented the Hyers for holding a neighborhood meeting to work with neighbors and changing a portion of their plans. Overall, the proposed development is considered to be a beautiful and great addition to the community with testimony in its favor. However, there were a few citizens in opposition that live on the same road or near the proposed development.

Mayor Russell reported attending a Medford Water Commission meeting and its budget approval is anticipated in July. With regard to Eagle Point, Mayor Russell reported the City is looking great with new street striping, the hanging flower baskets in bloom, and the Lucas Park restrooms and play structure in place. Mayor Russell concluded that Robert Miller, the Public Works Director, really earns his keep juggling projects. Last, Mayor Russell reported everyone is pulling together with the Chamber for a great 4th of July.

There were no other City Council reports.

12. STAFF REPORTS

Mike Upston, Planning Director, reported on Sienna Hills and a steady flow of permits continuing. With regard to the Public Hearing on the Golf Course Lodging, Mr. Upston reported a unique feeling of accord in the audience and spoke favorably of the process. Future development is also being proposed that will go to the Planning Commission first and then to the Council. Development in the Green View Subdivision is moving ahead as well. With regard to the Economic Development Commission, the next meeting has been rescheduled to July 11th instead of July 4th. Mr. Upston also reported on flood zone operations, the Upper Rogue Discovery Project, and an open house in July which has been publicized.

Melissa Owens, Finance Officer, reported the Financial Report for May 31, 2016 was in the Council packet, and as anticipated. Ms. Owens expressed appreciation for the budget approval, and reported everything went really smoothly with the 2015-2016 preliminary audit. The auditors will return in September to complete their field work and a finished financial report will be completed by the end of October. Staff is preparing for a study of the System Development Charges (SDCs) which is scheduled to begin in July.

City of Eagle Point Council Meeting Minutes

June 28, 2016

Page 6 of 6

Robert Miller, Public Works Director, reported attending a Rogue Valley Metropolitan Planning Organization (RVMPO) meeting earlier in the day with a discussion about Congestion Mitigation and Air Quality (CMAQ) funding. It appears that any reductions will take effect in 2019 to 2021, not impacting Eagle Point's Stevens Road project. Nevertheless, future grants and project funding is not anticipated to be strong. Last, Mr. Miller expressed appreciation to Rogue Valley Sewer Services (RVSS) for waiving permit fees for the splash pad.

Vern Thompson, Chief of Police, reported on Officer Cardenas' progress at the academy, ordering a police vehicle, and preparations for the 4th of July and National Night Out on August 2.

Joseph Kellerman, City Attorney, reported on extensive reading for the reservoir project.

Henry Lawrence, City Administrator, reported on the I-5 Eagle Point signage that was also mentioned in the Friday Letter. Mayor Russell complimented Mr. Lawrence for the Friday Letter.

13. INFORMATION

There was no discussion regarding Item No. 13.1.

At 7:37 p.m., Mayor Russell recessed the meeting.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.

At 7:41 p.m., Mayor Russell opened the Executive Session pursuant to 192.660(2)(f). Following discussion, Mayor Russell closed the Executive Session at 7:53 p.m.


15. ADJOURN

There being no further business, Mayor Russell reconvened and closed the meeting at 7:54 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor