



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

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## OREGON

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

JANUARY 24, 2017

### 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, Bill Fierke, James Mannenbach, Kathy Sell, and Michael Stanek.

Council Members Absent: Ruth Jenks.

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

Guests: Jackson County Commissioner Bob Strosser; Suzi Collins, Planning Commissioner; 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 the 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

There were no public hearings.

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### 6. CONSENT CALENDAR

#### 6.1 Presentation of Regular Meeting Minutes of January 10, 2017.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Jonathan Bilden, yes; Bill Fierke, yes; James Mannenbach, yes; Kathy Sell, yes; Bob Russell, yes; 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 no questions, Councilor Bilden moved to approve the Bills to be Paid in the amount of \$60,671.72 and the additional bills list (Submission No. 1) in the amount of \$239,475.96. Councilor Sell seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Bill Fierke, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Bob Russell, yes; and Ruth Jenks, absent. The motion passed unanimously by those present.

### 9. OLD BUSINESS

### 10. NEW BUSINESS

#### 10.1 Resolution No. 2017-03. A Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract with Vitus Construction, Inc., for the Mattie Brown Shade Structure.

Robert Miller, Public Works Director, explained that the replacement structure for the damaged gazebo at Mattie Brown Park had been designed to match Centennial Plaza, across from the park. Last year, the project had been advertised and the bid opening date extended; however, only one bid had been received. Vitus Construction submitted the bid but it did not include sidewalks and other amenities to complete the facility. In July 2016, the Council determined and directed to value engineer the design for the project. The following revisions were proposed: structure change to eliminate t-shape; green metal roofing; concrete patio and sidewalk; low retaining wall; electrical and conduit; and installation of lights. The City will provide lights to match Centennial Plaza and a parking lot light matching that at Lucas Park. The City will also provide landscaping and irrigation after the project is completed. Discussion ensued about using concrete instead of pavers and the community benefit of the structure. With an estimated completion date of eight weeks, it is hoped to be ready in April.

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Mayor Russell asked for a motion to approve Resolution No. 2017-03. Councilor Bilden made a motion to approve Resolution No. 2017-03 and Councilor Mannenbach seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; James Mannenbach, yes; Kathy Sell, yes; Michael Stanek, yes; Jonathan Bilden, yes; Bob Russell, yes; and Ruth Jenks, absent. The motion passed unanimously by those present.

### 11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported on the D9 School Board meeting wherein a 19 year old student was presented with a diploma after overcoming numerous challenges. Gary aka "Flame" with the YMCA also made a presentation at the meeting. Councilor Fierke reported on a number of upcoming meeting items including the Superintendent's evaluation and the internet policy.

Councilor Bilden reported attending the Governor's Regional Solutions Council meeting wherein they discussed area housing, and White City business growth. Councilor Bilden also attended the Eagle Point Parks and Recreation Commission meeting; and announced plans to attend the Southern Oregon Regional Economic Development Inc, (SORED) - Southern Oregon Business Conference. Councilor Bilden then reported on the School District's facility review, a newly hired executive with ACCESS, and the Butte Creek Mill Foundation receiving its 501(c)(3) status.

Councilor Mannenbach announced plans to attend a facilities planning meeting, and a Rogue Valley Council of Governments (RVCOG) training.

Councilor Stanek announced plans to attend the RVCOG training; and would also be representing Eagle Point on the Rogue Valley Metropolitan Planning Organization Public Advisory Council.

Councilor Sell reported on the recent Planning Commission's election of a Chair, Suzi Collins, and Vice Chair, Dianne Mihocko. There was also discussion regarding development at the golf course and other areas; and public hearings regarding a new triplex on Tabor Avenue and electronic message signs. Councilor Sell reported on the Commission's approval of the Tabor Street Triplex; however, the Commission determined electronic message signs were not a good fit with the community's character. Last, Wyn Lewis has the first bed and breakfast operating in Eagle Point, located just off of Arrowhead Trail.

Mayor Russell reported attending the Oregon Mayors Association Board Retreat in Salem, and on an upcoming feature article about Eagle Point. Mayor Russell also announced plans to attend the Rogue Valley Council of Governments (RVCOG) meeting; and reported on an enjoyable visit with guests from our Sister City, Showa, Japan.

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### 12. STAFF REPORTS

Mike Upston, Planning Director, reported on the exciting progress and attractive element of the church expansion. Similarly, the lodging project at the golf course is picking up pace and completion is anticipated by late spring. Mr. Upston also announced the opening of a new restaurant in Poppy Village, Crackin & Stackin; and Wyn Lewis' bed and breakfast. Mr. Upston reported there being additional information in the Friday Letter about new development, transportation planning, and regional housing strategies.

Melissa Owens, Finance Director, reported the financial report through December 31<sup>st</sup> is included in agenda packet. Everything in the financial report is as anticipated. Funds and expenditures are continuously reviewed and while there is a steady stream of revenue, 80% - 90% of property taxes are received in November. Ms. Owens discussed payment and scheduling of street maintenance projects; and concluded with an update on the SDC Study, new phone system, and noted additional information in the staff report.

Robert Miller, Public Works Director, expressed appreciation to County Commissioner Bob Strosser for the County's support of a \$25,000 pledge on the \$500,000 road improvement to Royal Avenue in which Eagle Point was awarded \$437,903. With regard to the Parks and Recreation Commission meeting, John Galbraith presented the Splash Park landscaping design and the Commission recommended holding the Arbor Day Celebration at that location. The Commission also considered establishing a memorial policy for trees, rocks, etc. Additionally, the Commission reviewed the feasibility of developing a dog park on School District property at the end of Westminster which will be presented at the next Council meeting. Last, Mr. Miller reported on recruitment efforts for the Public Works Specialist and Public Works Supervisor. Councilor Bilden commented about this being Eagle Point's 25<sup>th</sup> year as a Tree City and Mayor Russell commended road crews for the quick repairs to potholes.

Vern Thompson, Police Chief, announced that Officer Cardenas is now patrolling on his own. Chief Thompson also discussed safety precautions about warming up cars while not in attendance as a car was recently stolen while unattended. However, private video footage and social media proved to be beneficial in helping to solve this case as well as others. Following the report, Mayor Russell inquired about defendants appearing in municipal court. Finance Director Owens responded that 20-25% never appear in court, some pay their fines right away, and a collection agency is used to assist in collecting fines from individuals that do not appear in court.

Henry Lawrence, City Administrator, reported on Attorney Kellerman being off for the evening and City news being in the Friday Letter. Other updates included: Representative Stark's Townhall Meeting; League of Oregon Cities (LOC) event for newly elected officials and regional meeting; and Saturday, February 25<sup>th</sup> for the Goal Setting Special Study Session. City Day in Salem was also briefly discussed.

There were no other staff reports.

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13. INFORMATION

There were no information items for discussion.

15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 7:33 p.m.

Respectfully submitted,

  
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Cindy Hughes, City Recorder

ATTEST:

  
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Robert E. Russell, Mayor