



City of Eagle Point

City Council

REGULAR MEETING MINUTES FEBRUARY 11, 2020

1. CALL TO ORDER – 6:00 P.M.

Mayor Jenks called the meeting to order at 6:02 p.m. in the Council Chambers.

Council Members Present: Ruth Jenks, Bill Fierke (via Skype), Bernie Grossman, David Lacombe, James Mannenbach, Michael Stanek, and Kevin Walruff.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Darin May, Police Chief; Robert Miller, Public Works Director; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Bob Pinnell, Eagle Point and Upper Rogue Community Foundation; Ashley Jensen, President of Eagle Point and Upper Rogue Chamber of Commerce; Jerry Close, Planning Commissioner; Suzi Collins, Planning Commissioner; Eric Gunn, Budget Committee Member; Aaron Schulz, Community Development Commissioner; Mike Smail, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; and a member of the press.

2. FLAG SALUTE AND INVOCATION

Mayor Jenks led the Pledge of Allegiance and James Mannenbach offered the invocation. Afterwards, Mayor Jenks welcomed everyone and made a reminder about quieting cell phones.

3. AUDIENCE QUESTIONS/COMMENTS CONCERNING ITEMS NOT ON AGENDA

There were no audience questions or comments.

4. PRESENTATIONS

There were no presentations.

5. PUBLIC HEARINGS

There were no Public Hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of January 28, 2020.

Mayor Jenks announced the Consent Calendar. There were no questions or comments. Councilor Mannenbach moved to approve the Consent Calendar, and Council President Stanek seconded the motion. There was no discussion following

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the motion. Roll call: Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; and Ruth Jenks, yes. The motion passed unanimously.

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 Jenks asked if there were questions about the bills to be paid including the Additional Bill List. There being no further questions, Councilor Grossman moved to approve the Bills to be Paid in the amount of \$104,510.80 and the Additional Bill List of \$44,338.37 (Submission No. 1) for a Grand Total of \$148,849.17. Councilor Lacombe seconded the motion. There was no discussion. Roll call: David Lacombe, yes; James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; and Ruth Jenks, yes. The motion passed unanimously.

9. OLD BUSINESS

There was no Old Business.

10. NEW BUSINESS

10.1 Introduction of Chamber President, Eagle Point Showa Homestay Program, and Veterans Day Events – Bob Pinnell.

Bob Pinnell reviewed the Eagle Point/Upper Rogue Community Foundation's financial requests after explaining they were previously part of the Chamber and hold their own non-profit status.

Related to the first request, Mr. Pinnell provided a brief history of the Eagle Point Showa Homestay Program with Eagle Point's Sister City, Showa, Japan. A delegation of 12 students visited Showa last year. Prior to that, it had been a number of years since Eagle Point students visited Showa. A group of 16 students and 4 chaperones will be visiting Showa this year with airfare costs estimated around \$30,000. While half of the funds have been raised, a request to the City of \$3,000 was made to cover the cost of two tickets. Fundraising efforts will continue with students being part of that effort.

With regard to Eagle Point's Veterans Day Celebration, Mr. Pinnell reported Eagle Point is the only community in Southern Oregon holding a celebration. In past years, 75 to 100 people joined in the walk down Main Street but last year there were about 500 people in attendance. Mr. Pinnell spoke about holding a Veterans Day celebration with military vehicles lining Main Street but not having an actual parade like the 4th of July. However, vendors providing Veterans assistance could be available to help with forms and the like. Mr. Pinnell requested a \$2,000 donation from the City to help cover the cost of event insurance and portable restrooms.

In total, Mr. Pinnell requested \$5,000 for both events. A handout about the Eagle Point/Upper Rogue Community Foundation was also provided (Submission No. 2). Henry Lawrence, City Administrator, noted the donation request could be added to

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the next agenda to ensure proper notice to the public. Discussion followed about various donation sources for the Avenue of the Flags as well as the Santa Shop, and Boy Scout Troops 44 and 88 were acknowledged for their help in putting up and taking down the flags.

Mayor Jenks then welcomed Ashley Jensen, the new Chamber President and business owner of LoveOregon.house on Main Street in Eagle Point.

- 10.2 Resolution No. 2020-03. A Resolution authorizing a donation of General Funds in the amount of \$15,000 to the Eagle Point and Upper Rogue Chamber of Commerce for the July 4th community events and fireworks display.

Ashley Jensen, President of the Eagle Point and Upper Rogue Chamber of Commerce presented the donation request of \$15,000 to go toward the July 4th community events and fireworks display. Ms. Jensen expressed excitement about the upcoming event and reviewed the estimates provided in the agenda packet. In addition, Ms. Jensen reported there being new vendor interest and a lot of community involvement. There were no questions or further discussion.

Mayor Jenks asked for a motion to approve Resolution No. 2020-03, a Resolution authorizing a donation of General Funds in the amount of \$15,000 to the Eagle Point and Upper Rogue Chamber of Commerce for the July 4th community events and fireworks display. Councilor Walruff made a motion to approve Resolution No. 2020-03 and Councilor Lacombe seconded the motion. There was no discussion. Roll call: James Mannenbach, yes; Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; and Ruth Jenks, yes. The motion passed unanimously.

- 10.3 Discussion regarding Regional Water Rights Strategy.

Mayor Jenks offered to consider a motion to table the item due to the heavy agenda. Henry Lawrence, City Administrator, suggested the motion be made to table the item until a future meeting without it being a specific meeting date. There was no additional discussion. Councilor Mannenbach offered a motion to defer Item No. 10.3, a discussion on Regional Water Rights Strategy until a future Council meeting. Councilor Walruff seconded the motion. There was no discussion. Roll call: Michael Stanek, yes; Kevin Walruff, yes; Bill Fierke, yes; Bernie Grossman, yes; David Lacombe, yes; James Mannenbach, yes; and Ruth Jenks, yes. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported on District 9's School Board upcoming open forum in Shady Cove for the public to discuss options for use of the Elk Trail School. Also to be addressed in a separate meeting were student transfer requests and employment matters related to the new Superintendent.

Councilor Lacombe reported on the recent Community Development Commission meeting with a presentation of the historic survey and a review of the Parks and Recreation Master

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Plan. Councilor Lacombe added that the community is asking for a future dog park, pickle ball courts, and skate park. Mayor Jenks made positive comments about the Community Development Commission helping with prioritizing the needs of the community.

Councilor Grossman reported on the Historic Survey by George Kramer and his work with the City's Planning Director, Mike Upston. Together they were able to identify 50 properties that were eligible to be historic. However, a couple of homes on Royal Avenue were reported to be out of character with the rest of the homes.

Council President Stanek reported attending the Southern Oregon Business Conference hosted by Southern Oregon Regional Economic Development, Inc. (SOREDI). Jeff Marcell of TIP Strategies spoke at the conference about working with SOREDI to develop its strategic plan and guide to economic development, and helped to create the Stronger Together slogan. Council President Stanek thought it would be good to have the Planning Director or Public Works Director and staff there to interact with other cities.

Mayor Jenks discussed learning about a proposal for a casino in Medford by the Coquille Indian Tribe. Mayor Jenks then asked about a past inquiry to build a casino on Alta Vista. Mike Upston, Planning Director, reported there had not been a formal inquiry. With regard to Robert Trent Jones Boulevard, Mayor Jenks reminded Robert Miller, Public Works Director, that the community is becoming restless about safety and recommendations to bring forward.

Councilor Mannenbach reported on the Southern Oregon Regional Economic Development, Inc. (SOREDI) meeting earlier in the day and learning about the Rogue Retreat organization. The organization works to get people out of homelessness, addiction, and ultimately out of the program.

There were no other reports.

12. STAFF REPORTS

Mike Upston, Planning Director, reported on residential and commercial development being in various stages. Updates were provided on Barton Road Subdivision East, Eagle Point Golf Community Phase 16, Cottonwood Subdivision, Lang Duplex Project, Sienna Hills Phase 6B, Mt. Pitt Subdivision, State Bank Building, Parianni Building, Storage Emporium, and Daycare facility at Platt and Napa. Upcoming meetings include the Planning Commission on March 17 with façade improvement grant applications being considered. With regard to the Community Development Commission, the historic preservation survey is complete and may serve as a launching point for the Commission to do other work. On behalf of Helen Wolgamott, Mr. Upston reported a request to coordinate with the School District to get a final design of a plaque for the covered bridge. Council approval will be requested prior to completion. Mayor Jenks requested an update regarding the property on Nick Young Road. While Mr. Upston did not have details from the potential developer, the property could include a nationally recognized drive through restaurant or other business. With regard to Phase 16 of the Eagle Point Golf Community, Mr. Upston reported being in regular communication with the developer but not having seen renderings or CCRS although they have said it will be similar to the golf course.

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Robert Miller, Public Works Director, reported on activity and interest in residential and commercial development with 22 new homes going in at the East Barton Road Subdivision. Upcoming items include pavement management, striping and chipseal on Robert Trent Jones Boulevard, and a traffic study on South Shasta Avenue. Mr. Miller reported on a shortage of engineers in the area. In contrast, Public Works received 52 applications for a labor position that will be filled soon. Additional details regarding Public Works are in the Friday Letter. Council President Stanek inquired about complaints on the lighting of Stevens Road. Mr. Miller reported there had not been formal complaints made by the community and staff would wait to see if any were made over the next couple of weeks.

Police Chief May reported on speed enforcement of Robert Trent Jones Boulevard with one officer stopping drivers at 31 mph in the 25 mph zone to provide education because that was the extent of speeding observed. However, the Police Department is receiving a lot of complaints about speeding on Stevens Road. In response to a request from the last Council meeting, Police Chief May provided call statistics related to lottery businesses. Typically, the calls are initiated by a Police Officer due to suspicious activities. Police Chief May noted business owners are conscientious about not overserving customers as there are strict Oregon Liquor Control Commission rules, and profits from video poker are high. Calls were recorded between January 2019 and December 1, 2019, except for the Lucky Lizard (May 20 to December 1, 2019):

Abby's Pizza – 123 calls (approximately 39 stops related to construction on Linn Road)

Lucky Lizard – 9 calls

Main Event – 31 calls

Pizza Schmizza – 24 calls

Purple Parrot – North – 188 calls

Purple Parrot – South – 233 calls

On a positive note, Police Chief May reported on the upcoming Polar Plunge with Officer Slagle again taking the lead. Last year, Eagle Point raised the second highest amount of money in the State. Another outreach program, Reading with Kids, had officers reading to kids for about an hour or so. Code Enforcement Officer Miller and Officers Evert and Venables participated in this program.

There were no other staff reports.

13. INFORMATION

13.1 Rogue Valley Council of Governments Program and Financial Update January 2020.

There was no discussion.

At 7:06 p.m. Mayor Jenks recessed the meeting.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

At 7:14 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(e) and closed the Executive Session at 7:35 p.m.

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15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection; and ORS 192.660(2)(h), To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 7:36 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(f) and ORS 192.660(2)(h), and closed the Executive Session at 9:04 p.m.

16. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(a), To consider the employment of a public officer, employee, staff member or individual agent.


At 9:09 p.m., Mayor Jenks opened the Executive Session pursuant to ORS 192.660(2)(a) and closed the Executive Session at 9:28 p.m.

17. ADJOURN

There being no further business, Mayor Jenks reconvened and closed the meeting at 9:29 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:

Ruth Jenks, Mayor

Cindy Flynn 2-11-2020

2/11/2020
 ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
42863	CANTEL OF MEDFORD INC.	SUPPLIES	\$ 161.00
42864	CHARTER COMMUNICATIONS	UTILITIES	\$ 74.98
42865	CRATER LAKE FORD LINCOLN/MAZDA	VEHICLE MAINT/REPAIR	\$ 500.00
42866	EXPRESS SERVICES, INC.	TEMP SERVICES-PW, ADMIN-1 WK	\$ 987.98
42867	GENERAL PACIFIC, INC	WATER SYSTEM MAIN/REPAIR	\$ 3,120.75
42868	GRABOWSKI PAVING LLC	STEVEN RD PROJECT	\$ 4,060.00
42869	HAYS OIL COMPANY	FUEL	\$ 994.40
42870	KRAMER & COMPANY	PROFESSIONAL SERVICES	\$ 11,300.00
42871	LIL' PANTRY	VEHICLE MAINT/REPAIR	\$ 50.00
42872	MEDFORD WATER COMMISSION	MASTER METER CONSUMPTION	\$ 20,283.35
42873	NETWORK SERVICES COMPANY	SUPPLIES	\$ 452.80
42874	ONE CALL CONCEPTS	LOCATES	\$ 122.01
42875	PACIFIC OFFICE AUTOMATION	COPYING & PRINTING	\$ 210.60
42876	WEST COAST APPLIANCE & FURNITURE	SMALL TOOLS/EQUIPMENT	\$ 2,020.50
SUBTOTAL			\$ 44,338.37
Regular Bill list			\$ 104,510.80
GRAND TOTAL			\$ 148,849.17



Eagle Point/ Upper Rogue Community Foundation

Making Eagle Point and the Upper Rogue a better place to live.

PO Box 1539 Eagle Point Oregon 97524

The Eagle Point / Upper Rogue Community Foundation is organized exclusively for the support of Eagle Point and the communities of the Upper Rogue region of Jackson County, Oregon. The Foundation will focus on community enhancement projects and programs which are in need of nonprofit support, serving as an umbrella organization to fill these needs.

Currently The Eagle Point / Upper Rogue Community Foundation solely supports four important programs. All of these community events add to the livability of our community.

- **Eagle Point/Showa Japan Homestay Exchange Program**
- **Avenue of the Flags**
- **Veteran's Day Celebration**
- **Santa Shop**

The goal is to have the Foundation become self-supporting, by receiving donations from community members, local businesses, grants, and hopefully support from the City of Eagle Point. In October of 2018, a delegation made up of members of the city council local business owners, educators and citizens from Eagle Point visited our sister city of Showa, Japan. At one of the meetings that were held, the members were asked if our exchange program was important to our community. The exchange program was started in 1995, however the community of Eagle Point had not sent any students to Showa since 2012. The members of the delegation assured the members of our sister city of Showa that the program was indeed very important to our community. Once the delegation returned from our trip, we started work to rekindle the program and felt that this program would be a perfect fit for the foundation to oversee, so in 2019 we started to raise funds to support the Eagle Point / Showa Homestay Exchange program. Last year we were able to send 12 students and this year we are sending 16 students..

Last year if you attended the Veteran's Day celebration, you might have notice it was much bigger than in past years. The reason is that Eagle Point is the only city in the Rogue Valley that hosts an event on November 11th. The members of the foundation believe we should host an event again this year if we can get some help with the cost of the event.

Tonight I am here to ask the city council to help support our efforts in maintaining the goals of this organization that give back so much to this community. My request is for \$3000.00 for the Eagle Point Showa Exchange program which is the cost for 2 airline tickets. The second request is for \$2000.00 to help purchase insurance, restrooms and some miscellaneous expenses.



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The Eagle Point / Upper Rogue Community Foundation helps support a number of important community events such as:

Eagle Point / Showa Homestay Program

We are looking forward to sending 16 freshmen students to represent the Eagle Point /Upper Rogue community to visit our sister city, Showa, Japan this coming June. Our relationship started more than 25 years ago after Showa representatives visited and observed the similarities between the two cities. In October 2018, a delegation of members from the City Council, local business owners and educators traveled to Showa, Japan. At one of their meetings they were asked why they had not sent students to visit their city since 2012, and asked if the program was as important to our city as it was to theirs. The delegation told the Showa representatives that it was and once they returned to Eagle Point they would rekindle the program.

We have hosted Showa students for many summers and last June 2019 we were able to send 12 student ambassadors to Japan. The citizens of Showa value our relationship very highly and are eager to share their hospitality with us once again. Last August we had 12 students visit our community and they were able to be hosted by families of these same 12 students, we are excited to once again host them this coming August.

The Eagle Point / Upper Rogue Community Foundation Committee is excited to announce the 2020 Eagle Point / Showa Exchange Ambassadors: Naomi Townsend, Amethyst Turnbeaugh, Promyss Henry, Jenesee Kimick, Daisy Hutchinson, Kyra Smith, Allyssa Powell, Adan Quintero, Kutis Jackson, Evan Setzer, Jasmine Rand, Charlie Heim Sydney Bruner, Myrabella Fitzgerald, Shelby Tilley and Raegan Hussey. These students started their ambassadorship on November 1, 2019 and will serve until October 31, 2020. This group of young people will be fortunate enough to represent Eagle Point and the Upper Rogue in a number of ways: by attending a variety of events throughout the year, participating in our 4th of July parade, conducting radio and television interviews, speaking to community organizations, and going to local schools to help educate students on this awesome opportunities. In June the ambassadors will travel to our sister city where they will attend the local high school and participate in some school activities, visit e local attractions, and stay with a host family while learning firsthand about the Japanese culture. In August our sister city Showa will send their ambassadors to visit Eagle Point and learn about our American culture. The Showa Ambassadors are responsible in raising money not only for their trip but to help support the Eagle Point / Upper Rogue Community Foundations goal in making Eagle Point and the Upper Rogue a better place to live.



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Veteran's Day November 11, 2020

November 11, 2020 Veterans Day celebration.

The community of Eagle Point will honor our veterans by holding a patriotic stroll down Main Street USA to Centennial Plaza. At 11am we have a number of guest speakers that include veterans, local, state politicians and community members who will be addressing the crowd that has gathered to honor our veterans. Our local Eagle Point High School band will play for their enjoyment, and our local Scout troops 48 & 88 will honor our veterans by hanging six new flags that have been donated to the Avenue of the Flags.

As you may have noticed last year's Veteran's Day celebration was much bigger than expected, the reason being, that Eagle Point was one of the only communities to hold a celebration to honor our veterans. This year, it looks like we will once again be the only community to honor our veterans. I would like to do a better job which may include closing off Main St. from 10am – 1pm in order to have a parade or line the street with military vehicles. The only vendors we would invite are ones that directly help veterans i.e. help in getting benefits, mental health programs and suicide prevention. We will provide the people to put on the event if the city will provide 2 restrooms and event insurance for the event if approved by the city. We will also contact the local businesses to get their input regarding the event.

Bob Huff VA Director 541 601-9283

Committee members

Mary Jane 541-830-4393

Skip McQueen 541-826-6772

Jerry Ziemann 541 821-5540



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Avenue of the Flags 2020

Eagle Point sits at the foot of the Eagle Point National Cemetery, Casket Flags are donated to the Avenue of the Flags and line both sides of Linn Road and down Main Street. Soon the flags will line both sides of Stevens Rd to Robert Trent Jones. When a flag is donated we hang a hooray plaque in our city hall with the name of the people donating the flag and the service member's name. The name of the service member, the branch of service and the conflict in which they served is embroidered on the flag so when the flag is retired we can honor them one last time.

Dates the Flags are to be displayed in 2020: President's Day; February 17. Memorial Day; May 25. Flag Day; June 14. Independence Day; July 4. Labor Day; September 7. Patriots Day September; 11. And Veteran's Day; November 11.

Other notable dates we honor Veterans: Eagle Point National Cemetery will hold their quarterly ceremony where veteran whom did not receive their honors at their funerals will be recognized at that time scheduled for. March 19th, 2020, June 18th 2020, September 17th 2020 and Finally December 17th 2020.

November 11, 2020 Veterans Day celebration.

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November 27, 2020- December 20 2020

The Santa Shop has served families from Youth 71-5 (formerly known as Campus Life Parents), families of the recently deployed members of the 184th regiment of the Oregon National Guard and donating toys to the Eagle Point Community Bible Church. We have had the honor of helping hundreds of families in need during this holiday season over the years, giving them the ability to enjoy the holidays with their loved ones. Gifts are purchased for all members of the family so everyone can enjoy the spirit of giving and receiving.

5 AM
 11/20
 crual Basis

Eagle Point Upper Rogue Community Fondation
Profit & Loss
 January 1, 2018 through February 11, 2020

	<u>Ave of ...</u>	<u>Gener...</u>	<u>Santa ...</u>	<u>Shows ...</u>	<u>Shows...</u>	<u>Uncl...</u>	<u>TOTAL</u>
Ordinary Income/Expense							
Income							
Direct Public Support							
Individ, Business Contributions	0.00	0.00	1,100.00	1,450.00	0.00	0.00	2,550.00
Direct Public Support - Other	4,740.00	835.00	280.00	23,428.36	7,269.00	0.00	36,552.36
Total Direct Public Support	4,740.00	835.00	1,380.00	24,878.36	7,269.00	0.00	39,102.36
Other Types of Income	3,000.00	1,000.00	2,000.00	0.00	0.00	0.00	6,000.00
Total Income	7,740.00	1,835.00	3,380.00	24,878.36	7,269.00	0.00	45,102.36
Expense							
Avenue of Flags	254.00	0.00	0.00	0.00	0.00	0.00	254.00
Operations							
Postage, Mailing Service	0.00	55.00	0.00	0.00	0.00	0.00	55.00
Total Operations	0.00	55.00	0.00	0.00	0.00	0.00	55.00
Other Types of Expenses							
Insurance - Liability, D and O	0.00	465.00	0.00	0.00	0.00	0.00	465.00
Other Types of Expenses - Other	30.00	17.70	1,023.80	1,875.00	0.00	0.00	2,945.50
Total Other Types of Expenses	30.00	482.70	1,023.80	1,875.00	0.00	0.00	3,411.50
Santa Shop	0.00	0.00	1,218.88	0.00	0.00	0.00	1,218.88
Shows Ticket Expense	0.00	0.00	0.00	15,371.80	5,269.00	0.00	20,640.80
Total Expense	284.00	537.70	2,242.68	17,246.80	5,269.00	0.00	25,580.18
Net Ordinary Income	7,456.00	1,297.30	1,137.32	7,631.56	2,000.00	0.00	19,522.18
Net Income	7,456.00	1,297.30	1,137.32	7,631.56	2,000.00	0.00	19,522.18