



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

SEPTEMBER 11, 2012

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, Alan Curriston, Ruth Jenks, and Kathy Sell.

Council Members Absent: Bill Fierke.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Melissa Owens, Finance Officer; Steve Frantz, Police Department; Mike Upston, Principal Planner; and Cindy Hughes, City Recorder.

Guests: Mary Ann Olsen, Eagle Point School District Board of Directors; Angie Boudro of Rock Field Farms and THRIVE; Aaron Prunty, Eagle Point Parks and Recreation Commissioner; Suzi Collins, Eagle Point Parks and Recreation Commissioner; Ken Thompson, Planning Commission Applicant, Millie Wewerke, Planning Commission Applicant; Gary Taylor of the YMCA; and Members of the Public and Press.

2. **FLAG SALUTE AND INVOCATION.**

Mayor Russell led the Pledge of Allegiance. Council President Curriston led the invocation.

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

Aaron Prunty, Parks and Recreation Commissioner, asked the Council if there was an update about park property. Henry Lawrence, City Administrator, responded he was still working with the seller on the park property.

Jared Hill, LDS Church, reported working with Mike Upston, Principal Planner, and Rob Miller, Public Works Director, and identifying October 13, the second Saturday in October as the Community Service Day. The day was also coordinated with the Saturday Market. Mr. Hill stated that he could not commit to organizing with other organizations but estimates bringing 100-150 people to the event. The LDS Church would like to participate in a more permanent activity, and to continue it for more than one year and build on it. Additionally, Mr. Hill mentioned that he would like to notify one of the property owners that their property is being taken care of as well. Mayor Russell informed Mr. Hill that Rob Miller is the contact at the City and to keep him involved.

4. PRESENTATIONS.

4.1 Eat Local Week Presentation by Angie Boudro of Rock Field Farms in Eagle Point, and THRIVE (The Rogue Initiative for a Vital Economy) Member.

Angela Boudro of Rock Field Farms and THRIVE made a presentation about Eat Local Week. Ms. Boudro was accompanied by her husband, Craig, and they work together on their aquaponics farm in Eagle Point to produce vegetables, meat and eggs for local consumers. She explained different ways to support area farmers, including accessing an on-line farmers market at: RogueValleyLocalFoods.org. Ms. Boudro invited those present to participate in a Farm Tour & Dinner which is described in greater detail in a flyer she distributed (Submission No. 1). She also distributed a brochure entitled "eat local challenge 2012" (Submission No. 2) and it included a number of local events scheduled from September 7 – 16th.

5. PUBLIC HEARINGS.

There were no public hearings.

6. CONSENT CALENDAR.

6.1 Presentation of Regular Meeting Minutes of August 28, 2012.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Jenks moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no further discussion. Roll call: Kathy Sell,

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aye; Alan Curriston, aye; Ruth Jenks, aye; Wayne Brown, aye; Bob Russell, aye; Jonathan Bilden, absent; and Bill Fierke, 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 any questions about the bills to be paid and invited Melissa Owens, Finance Officer, to provide comments about the Additional Bills List (Submission No. 3). There were no questions and Ms. Owens did not make additional comments.

There being no further questions or comments, Mayor Russell asked for a motion. Council President Curriston moved that Council approve the bills as presented including the Additional Bills list. Councilor Jenks seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Kathy Sell, aye; Alan Curriston, aye; Bob Russell, aye; Jonathan Bilden, absent; and Bill Fierke, absent. The motion passed unanimously by those present.

9. OLD BUSINESS.

9.1 Resolution No. 2012-56 – A Resolution authorizing the expenditure of City of Eagle Point General Funds to assist with the Eagle Point High School Artificial Turf Project.

Item 9.1 was delayed until Council Bilden could join the meeting. Eagle Point High School Boosters Club (Boosters) representative, Ted Dole, requested a donation for the Artificial Turf Project. Mr. Dole explained the Boosters had applied for and received a grant of \$700,000. This grant was contingent upon the field being completed by the end of the 2011-2012 school year. An additional \$420,000 had been raised, leaving approximately \$60,000 left to pay for the project. Unexpected costs were incurred during the construction phase of the project which left the Boosters owing more money than anticipated.

Regarding the rights and use of the field, Mr. Dole explained the artificial turf was a gift from the Boosters to School District No. 9 (School District), with conditions about its use. He described the contract between the Boosters and the School District, which is for a period of ten years with two five-year options to extend the length of the contract. Basically, the School District will have first choice of use but the Boosters will have control over scheduling so that youth soccer, Cal Ripken baseball, and the community will have access to the field. Along with the use of the

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field, comes the responsibility to protect it as well. Gum, sunflower seeds, pets, and ground level fireworks cannot be on the field. Commercial fireworks used for the 4th of July will be permitted. Essentially, any organization using the field would be expected to return it in the same condition as it was received. The School District will provide cleaning and maintenance.

On a very positive note, participation in athletics at the school has increased significantly over the level of past years. Artificial turf can be used 10 times more than a traditional turf field, allowing for many more students to benefit from and enjoy the field.

Councilor Bilden disclosed that he worked with the Boosters. Additionally, he reported the School District is committed to being a better partner with the City. Mayor Russell joined in and said Bryan (Bryan Wood, Athletic Director/Assistant Principal at Eagle Point High School) told him there was no reason they couldn't open at 5:30 a.m., year round during the week, to let citizens use the facility. Mr. Dole said they could set aside certain times or open the field to any group. Council President Curriston clarified that casual use would not be common. A fee structure for the use of the field was discussed but it has not been formulated.

Councilor Brown inquired about liability and Attorney Kellerman said there would be insurance and that was not a point to get in the way of making a decision about a donation.

Mayor Russell and the Council discussed and were in favor of making a donation of \$10,000 from the General Fund Contingency.

Mayor Russell asked for a motion to approve **Resolution No. 2012-56**, authorizing the expenditure of \$10,000 from the General Fund Contingency. Council President Curriston made a motion to approve **Resolution No. 2012-56** and Councilor Bilden seconded the motion. There was no further discussion. Roll call: Ruth Jenks, aye; Alan Curriston, aye; Jonathan Bilden, aye; Wayne Brown, aye; Kathy Sell, aye; Bob Russell, aye; and Bill Fierke, absent. The motion passed unanimously by those present.

Following the vote, Mr. Dole, suggested the City could get more young people involved in athletics at a younger age to get more use out of the field. Attorney Kellerman asked whether a match donation would be more beneficial to the Boosters, however, Mr. Dole was satisfied with the donation as it was approved.

At 8:10 p.m., Councilor Bilden excused himself from the meeting due to another commitment. Next, Mayor Russell addressed Item 10.2 on the agenda.

10. NEW BUSINESS.

- 10.1 **Resolution No. 2012-52.** A Resolution appointing a Planning Commissioner to fill a vacancy of the Eagle Point Planning Commission.

Mayor Russell asked to discuss **Resolution No. 2012-52**, prior to Old Business so that Councilor Bilden could be present for that portion of the meeting. There were two very qualified candidates to be considered for the vacancy of the Eagle Point Planning Commission. Those candidates, Ken Thompson and Millie Wewerka, each described why they would like to serve on the Planning Commission, and how they were qualified to do so. Mr. Thompson spoke first and explained he was a resident since 2001. He previously served on the Planning Commission and the Parks and Recreation Commission, and felt he had a lot of experience to offer. While Ms. Wewerka, a resident since 2008, found the work of the Planning Commission to be interesting and had hopes for the City to thrive with a good Planning Commission to help its success.

*Councilor Bilden joined the meeting at 7:17 p.m.

After each candidate spoke, the Council held a lengthy discussion to consider each candidate's qualifications and deliberated the benefits of experience versus that of a new voice. During this discussion, it was mentioned that there are openings on the Economic Development Commission, and Parks and Recreation Commission. Each candidate had proven their interest and commitment to the City. Mr. Thompson by his past service and Ms. Wewerka had been attending the Planning Commission meetings and Council meetings. Following much deliberation, the Council selected Ms. Wewerka to fill the vacancy on the Planning Commission.

Mayor Russell asked for a motion to approve **Resolution No. 2012-52**, appointing Millie Wewerka to the Planning Commission. Councilor Jenks made a motion to approve **Resolution No. 2012-52** and Councilor Bilden seconded the motion. There was no further discussion. Roll call: Alan Curriston, aye; Wayne Brown, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell, aye; and Bill Fierke, absent. The motion passed unanimously by those present.

Following the vote, Mayor Russell went back on the agenda to Old Business to discuss **Resolution No. 2012-56**.

- 10.2 **Resolution No. 2012-57.** A Resolution Proclaiming the period of September 7 - 16, 2012, as Eat Local Week.

Mr. Lawrence noted **Resolution No. 2012-57** had been addressed earlier in the meeting. There was no further discussion and Mayor Russell asked for a motion to approve **Resolution No. 2012-57**. Council President Curriston made a motion to

approve **Resolution No. 2012-57** and Councilor Sell seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Alan Curriston, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell, aye; Jonathan Bilden, absent; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.3 **Resolution No. 2012-58.** A Resolution authorizing a Memorandum of Understanding with the Rogue Valley Family YMCA and Jackson County School District 9 for Recreational Youth Sports.

Gary Shipley, Public Works Supervisor, reported Mr. Miller had worked with the Rogue Valley Family YMCA to provide a recreational youth sports program. As detailed in the Memorandum of Understanding, the School District will provide the facilities and the City will be responsible for cleaning.

Gary Taylor of the YMCA was at the meeting and spoke about the program. The YMCA is pleased to provide the recreational youth sports program and looking forward to this partnership.

Mayor Russell asked for a motion to approve **Resolution No. 2012-58**. Council President Curriston made a motion to approve **Resolution No. 2012-58** and Councilor Sell seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Alan Curriston, aye; Ruth Jenks, aye; Wayne Brown, aye; Bob Russell, aye; Jonathan Bilden, absent; and Bill Fierke, absent. The motion passed unanimously by those present.

- 10.4 Update and discussion regarding Community Day of Service.

Although Mr. Hill discussed this item earlier in the meeting, Mr. Shipley, spoke about painting the remainder of the fire hydrants and color coding them for the Fire Department. Other possible projects included brush removal at Harnish Park, expansion of Little Butte Creek Park, and moving display cabinets at the museum.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Jenks did not provide a report.

Council President Curriston provided an update on the Economic Development Commission's work on a brochure (Submission No. 4) promoting Eagle Point. The Commission plans to invite a group of realtors and the Southern Oregon Visitors Association, to its next meeting to receive their input and determine the best way to distribute the brochures. Suggestions about the brochure included adding the name of the city across the top of the brochure so that it could be seen in a display case, and to make sure the mountain in the brochure was Mt. McLoughlin. Mayor Russell suggested checking into printing cost for 10,000 brochures as 5,000 will be used very quickly. Ms. Owens invited the Council to contact her with any additional comments or suggestions.

Councilor Brown did not provide a report.

Councilor Sell did not provide a report.

Mayor Russell reported the highlight of the week was going to the Eagle Point football game. He also spoke about Wednesday's dedication of the new football field.

12. STAFF REPORTS.

12.1 Police Department Report.

12.2 Financial Report.

12.3 Public Works Department Report.

Mr. Upston provided a report about the covered bridge being considered for the historical register. Mr. Upston also reported on regional efforts regarding Enterprise Zones and updating the regional transportation plan. More information will be provided as it becomes available. Councilor Jenks commended Mr. Upston for his recent communication regarding the Transit Study. In connection with the Transit Study, Mr. Upston reminded the Council there would be a joint meeting with the Planning Commission and the Council on September 25th at 6:00 p.m.

Ms. Owens explained that the City's contract with Southern Oregon Educational School District (SOESD) had expired and the channels would be going off the air. SOESD is experiencing financial difficulties and has laid-off staff that previously assisted the City. The City will continue to evaluate this and consider its options. About utility billing payments, the City is promoting payment of utility bills either online or as a draft payment. These efforts have been made through the City's website and in the utility billing newsletter. Ms. Owens reported approximately 200 payments are received by draft payment and 200 received online.

Mr. Shipley spoke about the Little Butte Creek Watershed Festival and encouraged participation as well as volunteering to set up for the event. He also provided an update on street work, park mowing services, staffing shortages, problems with the water service lines, and the Reservoir leaking at the rate of 2 gallons per minute. Councilor Sell inquired about the Mattie Brown Park paving project and it will not be ready to bid until next spring but should be completed by next summer.

On behalf of the Eagle Point Police Department, Sergeant Steve Frantz announced Chief Thompson was at a training session in Portland. A new officer, Brian Coney, has joined the Police Department. Officer Coney is certified and will soon begin field training with Corporal LaFord and Sr. Officer Leonard. Sergeant Frantz concluded the update by reporting he and Corporal LaFord recently attended a supervisor leadership training class.

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Attorney Kellerman reported he had received an email regarding the trademark for "Positively Eagle Point" and it has been approved.

Mr. Lawrence reviewed a handout entitled "CGI Communications Video" (Submission No. 5) and provided a brief explanation of the background of the contract with CGI (CGI Communications, Inc.). A total of six videos will be produced. The first four video topics will include: Mayor's Welcome, Education, Quality of Life, and Real Estate/Relocation. The remaining two videos were discussed at the Economic Development Commission meeting on September 10th but a selection was not made. In the interest of time, the Council agreed to review and get back to Council President Curriston and Mr. Lawrence about the selection of the remaining videos. Mayor Russell and Councilor Jenks wanted regional activities, specifically the 4th of July parade, to be included.

Mr. Lawrence also reported attending the Rogue Valley Area Commission on Transportation with the Public Works Director, Rob Miller. There are currently 26 representatives but the Commission plans to change the bylaws to increase the number of representatives to 31. They are working on the 2016-2018 funding years and the City will be involved and represented in that process. Enhancement of Linn Road is being considered and the Council will be updated as that progresses.

Ms. Hughes reported she would be attending the Oregon Association of Municipal Records' Annual Conference from September 19th through 22nd. Ms. Hughes requested the Council to direct her about selecting the City's voting delegate and alternate at the League of Oregon Cities' Annual Business Meeting. The Council discussed and Mayor Russell will be the Voting Delegate with Councilor Sell being the Alternate. Ms. Hughes also informed the Council that the City had not received applications for the vacant position on the Economic Development Commission, and the Parks and Recreation Commission. Advertisement was made in the last three editions of the Upper Rogue Independent; and it was noticed in the utility billing newsletter and on the website. The closing date was September 6. Mayor Russell advised Ms. Hughes to post the openings on the website, continue including in the utility billing newsletter, and for the positions to remain open until filled. Additionally, he requested the Commissions to seek out applicants.

13. INFORMATION.

13.1 Flyer for Little Butte Creek Watershed Festival, September 15, 2012.

Mr. Shipley discussed Information Item 13.1 earlier in the meeting and there was no additional discussion.

At 9:00 p.m., Mayor Russell recessed the meeting for a short break and announced that representatives of the news media and designated staff would be allowed to attend the Executive Session. All other members of the audience would be asked to

leave the room and welcomed back afterwards, but no regular business was scheduled after the Executive Session.

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 9:06 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(e). Following discussion, Mayor Russell closed the Executive Session at 9:18 p.m.

15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(i), To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Item 15 on the agenda was not held.

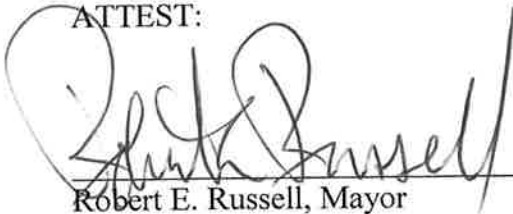
16. ADJOURN.

At 9:18 p.m., Mayor Russell reconvened the regular meeting of the Eagle Point City Council. There being no further business, Mayor Russell closed the meeting at 9:19 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor