



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

SEPTEMBER 10, 2013

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, Ruth Jenks, Aaron Prunty and Kathy Sell.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Corporal Dustin LaFord, Police Department; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: *Gary Whittle; Suzi Collins and Millie Wewerka, Planning Commissioners; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Rick Chamberlain led the Pledge of Allegiance and Wayne Brown provided the invocation.

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

Rick Chamberlain of Eagle Point expressed his appreciation to the Council and those responsible for the recent road improvement near his residence. However, Mr. Chamberlain expressed concern about the expense of water, noting browning fir trees and lawns. Mr. Chamberlain explained he had worked in logging and was experienced with trees. He made suggestions for the Council's consideration such as lowering water rates during the summer or using water from the Eagle Point Irrigation District.

4. PRESENTATIONS

There were no presentations.

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5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Special Study Session Meeting Minutes of August 27, 2013.

6.2 Presentation of Regular Meeting Minutes of August 27, 2013.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; and Bob Russell, aye. 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 Russell asked if there were any questions about the bills to be paid including the Additional Bills List (Submission No. 1). Melissa Owens, Finance Officer, explained there were corrections to the bill list which were shown on a revised list (Submission No. 2). Councilor Sell asked about the bill for the Mattie Brown Parking Lot. Robert Miller, Public Works Director, responded that the Oregon Department of Transportation (ODOT) had to be paid upfront but ODOT would reimburse the City at a later date. Councilor Bilden moved to approve the Bills to be Paid as revised including the Additional Bills List and Councilor Prunty seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Wayne Brown, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

10.1 Resolution No. 2013-54. A Resolution authorizing the City of Eagle Point to enter into an agreement with McAndrews Properties and Crown West to purchase 6.5 acres of land for park use.

Henry Lawrence, City Administrator, explained that during 2011, the Council had approved a similar agreement to purchase the subject property for park use. The

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agreement was not completed at that time but has been renegotiated at the same price of \$345,000, which now includes four parcels. A redlined, comparison draft of the agreement was provided during the meeting (Submission No. 3). Exhibit A to the agreement (Submission No. 4) and an aerial photograph of the parcels (Submission No. 5) were referenced and shown on the overhead.

Joe Kellerman, City Attorney, reviewed the changes to the Agreement with emphasis on the wetland corridor, surveying, and a valve for flood control to go under the City's control. It was noted the Seller wanted to retain rights to a specific area to put in a storm water detention facility. The Agreement required the Seller to provide adequate retainers to cover sidewalk improvements along Crystal and Diane (\$20,000), as well as potential wetland mitigation (\$40,000). Discussion followed.

During discussions, Councilor Bilden declared a potential conflict due to the location of his residence. Mr. Kellerman noted "potential conflict only" for the record, free to delivery. Councilor Bilden asked if that meant he was free to vote and Mr. Kellerman responded "no".

The Council discussed the Agreement and granted Gary Whittle, Seller, permission to speak. Mr. Whittle had reservations about one property which he desired to retain but may donate to the City at a later date. After discussing with the Council, Mr. Whittle agreed to give an easement to the City in order to provide access to the other parcels of land.

Mr. Kellerman commented that he wanted to make sure everyone was on the same page and stated he would entertain a motion to approve the Resolution (**Resolution No. 2013-54**), subject to City Attorney and City Administrator's adjustment to the draft Sale Agreement including a permanent easement over what had been described as the green highlighted parcel to create an easement corridor between the American Building Company parcel and the McAndrews Property parcel to the South, to have connectivity between the major park land and wetland corridor, up to Barton Road, and to adjust the Agreement as the City Administrator and City Attorney deem appropriate, to be consistent with the Council's desires. Councilor Sell made a motion to approve **Resolution No. 2013-54** as stated and Councilor Jenks seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Ruth Jenks, aye; Wayne Brown, aye; Aaron Prunty, aye; Bill Fierke, aye; Bob Russell, aye; and Jonathan Bilden, abstained. The motion passed with six ayes and one abstention.

Following roll call, Mr. Kellerman clarified with Councilor Bilden that he could vote as it was only a potential conflict not an actual conflict. Mr. Kellerman and Mr. Whittle briefly discussed some of the details and agreed to continue discussions on the following day.

*Mr. Whittle left the meeting at approximately 7:48 p.m.

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- 10.2 Discussion regarding recommended Water Master Plan Projects – Robert Miller, Public Works Director.

Robert Miller, Public Works Director, made an overhead presentation (Submission No. 6), and reviewed items completed and those that need to be done. Next, he reviewed maps/drawings (Submission No. 7), explaining the different adjustments and configurations of zones that had been used to provide water service. Discussion continued and it was clarified the 4MG tank did not meet the City's needs or its expectations.

Henry Lawrence, City Administrator, joined the discussion and explained the Water Master Plan indicates a new 3.6MG tank is needed but it could be delayed dependent upon population growth and conservation efforts. It was noted that by 2021, Eagle Point's population is predicted to be over 11,000. Discussions continued about options and the next steps to take. Mr. Lawrence explained the proposed improvements would cost about \$3M, however, the 4.0 MG tank upgrades needed to be done right away.

- 10.3 Discussion regarding water debt refinancing and new project financing – Melissa Owens, Finance Officer.

Melissa Owens, Finance Officer, started the discussion by noting that a few months ago there had been discussions about refinancing debt. During that time, the City was working on the Water Master Plan. Refinancing did not go forward then because the financial needs would not be known until after the Water Master Plan was completed. Ms. Owens reviewed the existing water loans (Submission No. 8). Mr. Lawrence recommended paying off the meter loan to free up nearly \$35,000 per year.

The next step is for the City to attend one of the monthly one-stop meetings put together by Business Oregon (an Oregon state agency). About 10 lenders attend the meetings and compete to provide loans. The lenders have different capabilities and restrictions; however, the current interest rate of approximately 2.75% could be locked in. Mr. Lawrence and Ms. Owens sought and received the Council's concurrence with attending the meeting. Garrett Palo of Civil West Engineering will be retained to attend the one-stop meeting and provide a report to present to lenders. Discussion continued about the City's funding needs and water rates as they relate to financing. Staff will attend a one-stop meeting in October and report back at a Council meeting.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported the School Board was scheduled to meet on September 11, and the agenda had an item related to mandatory policies by the State. On a separate note, he mentioned the road work within the City and complimented Robert Miller, Public Works Director.

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Councilor Bilden reported plans to attend the upcoming League of Oregon Cities (LOC) annual conference, together with some of the other Council members. He also noted the LOC Board is considering a special session regarding PERS (Public Employees Retirement System) and the Columbia River Crossing. Earlier in the day, Councilor Bilden attended the SOREDI (Southern Oregon Regional Economic Development Inc.) Board meeting. SOREDI's recent focus has been on comparing its services to other economic development groups in the State and Northern California, to determine if it wants to make changes to its services. Additionally, they are hosting the 3rd annual site consultant tour of the region, including a luncheon in which the entire Council was invited to attend. Regarding the Economic Development Commission, the Commission put together the basic framework of its goals and strategies to bring to the next Council meeting for its approval. Further, the Commission's newest member, Allen Barber representing School District 9, brought forward four projects that the School District would like to partner with the City on. The projects included tennis courts, a water park, re-use of the Little Butte Elementary School, and a pedestrian bridge over Highway 62.

Councilor Jenks expressed enthusiasm about the Economic Development Commission. Rogue Valley Area Commission on Transportation (RVACT) is scheduled to meet later in September.

Councilor Prunty reported there would be a Parks and Recreation Commission meeting on September 12.

Councilor Brown reported the Rogue Valley Sewer Services (RVSS) Board would meet prior to the next Council meeting.

Councilor Sell reported there had not been a Planning Commission meeting; however, she attended and enjoyed the School District 9 auction.

Mayor Russell acknowledged Suzi Collins for organizing the Saturday Market. Mayor Russell also reported attending the Rogue Valley Council of Governments (RVCOG) meeting, and a Water Coalition Meeting.

12. STAFF REPORTS

Mike Upston, Planning Director, reported it was a heavy week with the Economic Development Commission and showed business development documents the Commission had worked on (Submission Nos. 9, 10 and 11). Development of the City's website is in the works as well to include business development is in the works as well. Further, Mr. Upston reported Travel Medford would be placing Eagle Point's brochure at the Airport. Mr. Upston also provided an update about the Transit Study and the Councilors expressed they would be available for a special meeting on September 24 at 6:00 p.m. The last item discussed was about a fire hydrant painting project that the Chamber of Commerce would bring to the next meeting. Councilor Sell shared an example page of painted fire hydrants (Submission No. 12).

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Melissa Owens, Finance Officer, announced the new Accounting Supervisor would join the City on September 23. The Auditors will also be at the City on September 23. Focus on financial projects includes debt financing and updating financial projections based on the end of the year numbers. Additionally, staff has been working on the City's webpage to include pages for business development. This is still a work in progress and Mr. Upston briefly explained about the webpages to be added to the City's website.

Robert Miller, Public Works Director, spoke about area road work and working with citizens about their concerns regarding trash service and parking during road work. A brief discussion followed about the process.

Corporal LaFord reported on the electronic speed sign on South Shasta, and it is working well.

Joe Kellerman, City Attorney, did not provide a report.

Henry Lawrence, City Administrator, did not provide a report.

Cindy Hughes, City Recorder, reported completion of registration for the Councilor's attendance at the League of Oregon Cities (LOC) annual conference. In addition, Ms. Hughes planned to attend the Oregon Association of Municipal Recorders annual conference prior to the next Council meeting.

13. INFORMATION

There were no information items to discuss.

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.

The Executive Session was not held.

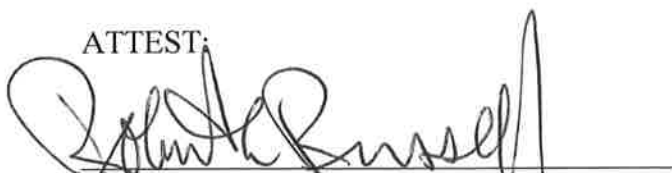
15. ADJOURN

There being no further business, Mayor Russell closed the meeting at 9:07 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor