



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

April 28, 2015

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, Ruth Jenks, and Kathy Sell.

Council Members Absent: Wayne Brown, and Aaron Prunty.

Staff Members Present: Henry Lawrence, City Administrator; Joe 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: Ron Boughton, Planning Commission Applicant; 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 an invocation.

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

Suzi Collins, as Director of the 4th of July Parade, reported reapplying for a flyover by the U.S. Air Force which had been approved by the Federal Aviation Administration and goes to the Pentagon next for approval. Ms. Collins further reported there had not been a flyover for a couple of years due to budgetary constraints but was hopeful they would receive approval.

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 March 24, 2015.

6.2 Presentation of Minutes of the Joint Meeting of the City Council and Parks and Recreation Commission of March 24, 2015.

Mayor Russell announced the Consent Calendar and asked for a motion. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. Councilor Fierke clarified that during the water/spray parks discussion at the Regular Meeting of March 24, he had discussed a 60 person water pad not a 60 person lawn. There was no further discussion regarding the Consent Calendar. Roll call: Jonathan Bilden, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell, aye; Wayne Brown, absent; and Aaron Prunty, 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 regarding the bills to be paid. There being none, Council President Bilden moved to approve the bills to be paid and the additional bills list (Submission No. 1) in the amount of \$149,175.20. Councilor Jenks asked about the payment to HD Supply Waterworks. Robert Miller, Public Works Director explained it was a payment for water hydrant supplies and service lines to repair standard breaks. Next, Councilor Jenks asked about the payment to Welburn Electric for the Centennial Park fountain repair. Mr. Miller explained that the water feature shorted out and staff was not able to repair the water fountain. There being no further discussion, Councilor Fierke seconded the motion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; Wayne Brown, absent; and Aaron Prunty, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no Old Business to discuss.

10. NEW BUSINESS

10.1 Resolution No. 2015-17. A Resolution proclaiming the month of May 2015 as Building Safety Month in the City of Eagle Point.

Mike Upston, Planning Director, explained about Resolution No. 2015-17 proclaiming the month of May 2015 as Building Safety Month in the City of Eagle

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Point and recognizing the service provided by local and state building and fire department professionals. Each week during May, there will be information on the website which focuses on: Week 1: Don't Get Burned; Week 2: Bounce Back Faster from Disaster; Week 3: Water Safe, Water Smart; and Week 4: Save Energy.

Mayor Russell asked for a motion to approve Resolution No. 2015-17. Council President Bilden made a motion to approve Resolution No. 2015-17 and Councilor Jenks seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; Wayne Brown, absent; and Aaron Prunty, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2015-18. A Resolution appointing Ronald Boughton to the Planning Commission.

Mayor Russell explained that Sharon Coupe's term on the Planning Commission expired January 31, 2015, creating a vacancy on the Planning Commission. The vacancy has been advertised in the Upper Rogue Independent, City's utility billing newsletter, bulletin board in City Hall Lobby, and on the City's website. Ronald Boughton submitted an application for consideration of appointment to the Planning Commission.

Additionally, Mayor Russell explained that in accordance with the Eagle Point City Charter, Ronald Boughton has been selected for appointment to the Planning Commission beginning immediately through January 31, 2019. Mr. Boughton expressed appreciation to the Council and is looking forward to serving on the Commission.

Mayor Russell asked for a motion to approve Resolution No. 2015-18. Councilor Jenks made a motion to approve Resolution No. 2015-18 and Councilor Sell seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Wayne Brown, absent; and Aaron Prunty, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2015-19. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with FCS Group for a System Development Charge (SDC) study for Water SDCs, Transportation SDCs, Storm Water SDCs, and Park SDCs.

Melissa Owens, Finance Officer, explained about long range capital planning, 10 year financial projections, and the need to address funding strategies for future projects. As part of the budget process, the City received proposals from FCS, and while in the budget, staff sought the Council's approval. Ms. Owens further explained that all four SDC funds (Water, Transportation, Storm Water and Parks) were due for review. All SDC categories had significant work completed or new

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plans implemented. Additionally, the adopting Ordinance specifies that the SDCs be evaluated every five years and they are also regulated by Oregon Revised Statutes. Ms. Owens noted one benefit regarding a consultant doing the study is that it helps the rates to be defensible in the event the City is challenged on the rates.

A lengthy discussion continued in which the Council and staff discussed the pros and cons of engaging a consultant to perform the SDC study. Councilor Fierke expressed concern about hiring an outside consultant as he felt confident that staff could perform the study and it would take staff time to assist a consultant as well. Henry Lawrence, City Administrator, expressed concern about staff taking on the SDC study with all of the current projects in progress. Mayor Russell pointed out that the City of Shady Cove, with their limited funds, had hired FCS to do their rate studies. Mayor Russell further stated he felt staff would not bring a contract for approval if there had not been a lot of thought about what they need to do their jobs properly. SDCs were also discussed in general.

Mayor Russell asked for a motion to approve Resolution No. 2015-19. Councilor Jenks made a motion to approve Resolution No. 2015-19 and Councilor Bilden seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Ruth Jenks, aye; Bob Russell, aye; Kathy Sell, nay; Bill Fierke, nay; Wayne Brown, absent; and Aaron Prunty, absent. The motion passed with three ayes and two nays.

10.4 Discussion regarding Request for Proposals to develop old fire station property in downtown Eagle Point.

Henry Lawrence, City Administrator, discussed the draft for the Request for Proposals and sought the Council's recommendation. Mr. Lawrence had also shared it with another agency in Medford. City Counselor, Joe Kellerman, discussed reorganization of the materials and getting it out to the development community. The intent is to locate a developer with a track record and to negotiate price or lease. Councilor Fierke suggested a change to the population data and to the name of the golf course. Councilor Jenks expressed concern about parking and including picture with the schematics. Mike Upston, Planning Director, was appreciative of the Council's feedback.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported on the School District 9 budget meeting and although he had not attended the meeting, had received positive comments about the meeting. Their next budget meeting is scheduled on May 20th. The next Board meeting is on May 13th. Councilor Fierke provided informational materials to Mr. Lawrence regarding the water park/splash pad company.

Councilor Jenks reported on the Rogue Valley Metropolitan Planning Commission Policy Committee Meeting. Part of the discussion revolved around expanding the Urban Reserve Area regarding expanding city limits and the role of the MPO in the early stages. Next,

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Councilor Jenks discussed a meeting and walking tour of downtown with staff and George Kramer, a historical building expert and preservation. There were three buildings downtown that he felt were significant and should be preserved.

Councilor Sell reported attending a recent Planning Commission meeting. During that meeting, Mike Upston, Planning Commissioner, provided updates about items he handles and had commended Sara Miller, Planning Aide, for her hard work. Marijuana was also a discussion item during that meeting. No major decisions were made; however, it was an informative meeting.

Mayor Russell discussed the upcoming Mayors United Access benefit in October, recent Rogue Valley Council of Governments (RVCOG) meeting, and announced the May 9th Upper Rogue and Eagle Point Chamber of Commerce Vintage Fair. May 9th is also the first Saturday Market event this year.

12. STAFF REPORTS

Mike Upston, Planning Director, offered to participate in the pie eating contest at the upcoming Vintage Fair. Regarding the Planning Commission meeting, in addition to the marijuana discussion, they discussed land use issues, legislative updates, community impacts, strategic assessments, flood study update, and Urban Reserve Areas. Federal Emergency Management Agency (FEMA) and Department of Land Conservation and Development (DLCDD) will return in the fall to present information to property owners. Mr. Upston announced the Economic Development Commission would be meeting on May 4th. Mr. Upston also discussed development of property at Idlewood, and Jackson County's public meeting regarding medical marijuana including his submission of comments to protect neighborhoods. Last, Mr. Upston welcomed Ron Boughton as the newest Planning Commissioner and made favorable comments about Mr. Boughton's knowledge and experience.

Melissa Owens, Finance Officer, reported the financial report is in the Agenda Packet and that the City is 75% through the fiscal year. Ms. Owens explained about analyzing the monthly financial reports to determine if we are over budget and if so, why. Total revenues are also compared against expenditures. The Street Fund appears as through the City spent \$368,000 more than revenue but it is eligible for STP funds and reimbursement from the state. It was clarified that at the end of the year, everything will balance. Additionally, USDA provided official notice that the City is approved for its loan and interest rates are locked in. Interim financing is the next step and proposals will be reviewed very soon.

Robert Miller, Public Works Director, reported on the recent Parks and Recreation meeting. During the meeting they discussed a summer/fall family activity guide, splash park, Master Plan update, and Lucas Park amenities. Lucas Park irrigation and lawn area will be completed very soon. USDA proposals will be reviewed and a recommendation is forthcoming.

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Vern Thompson, Chief of Police, reported on Sergeant LaFord attending a class about refusing to be a victim which is sponsored by the National Rifle Association. A training class will be offered to the public on this topic. Code enforcement of RV parking and tall grass is in progress. Staffing adjustments were also discussed.

Henry Lawrence, City Administrator, reported on the Friday Letter going out. Escrow documents on the tank property were completed and water rights acquisition is in progress.

Cindy Hughes, City Recorder, reported recruitment for the Economic Development Commission.

13. INFORMATION

There were no information items for discussion.

14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:30 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor