



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL

Council Chambers
17 Buchanan Ave. South, Eagle Point, Oregon
June 23, 2015

REGULAR MEETING AGENDA

1. CALL TO ORDER – 7:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
4. PRESENTATIONS
5. PUBLIC HEARINGS
 - 5.1 A Public Hearing to receive comments from interested parties for the proposed use of state revenues.
 - 5.2 A Public Hearing to accept comment regarding adoption of the 2015-2016 Budget as approved by the Budget Committee.
6. CONSENT CALENDAR
 - 6.1 Presentation of Regular Meeting Minutes of June 9, 2015.
7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
8. PRESENTATION OF BILLS TO BE PAID

If a physical accommodation is needed to participate in this meeting, please contact the City Recorder at 541-826-4212 ext. 106 or TTY/TDD 711 or 800-735-2900. Notification of at least 48 hours prior to the meeting will assist the City in providing reasonable accommodations. (28 CFR 35.102-35.104 ADA Title II).

City Council Agenda

June 23, 2015

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9. OLD BUSINESS

10. NEW BUSINESS

- 10.1 Ordinance No. 2015-04. An Ordinance in the matter of exclusion from City Property for persons that violate an applicable provision of law on City Property.
- 10.2 Ordinance No. 2015-05. An Ordinance amending the Eagle Point Municipal Code Chapter 12.28, Park and Facility Use Regulations.
- 10.3 Resolution No. 2015-31. A Resolution appointing Jason Tilley to the Parks & Recreation Commission.
- 10.4 Resolution No. 2015-32. A Resolution authorizing adjustments to Revenues and Expenses within various funds for the 2014-2015 Fiscal Year.
- 10.5 Resolution No. 2015-33. A Resolution certifying that the City of Eagle Point provides four or more municipal services.
- 10.6 Resolution No. 2015-34. A Resolution declaring the City's election to receive state revenues.
- 10.7 Resolution No. 2015-35. A Resolution adopting the 2015-2016 Budget, declaring tax levied, making appropriations for the 2015-2016 Fiscal Year, and categorizing the tax levy.
- 10.8 Resolution No. 2015-36. A Resolution authorizing the extension of Workers' Compensation Coverage to Public Safety Volunteers of the City of Eagle Point for Policy Year 2015-2016.
- 10.9 Resolution No. 2015-37. A Resolution authorizing the purchase of an Accident Policy for all volunteers other than Police Reserves.
- 10.10 Resolution No. 2015-38. A Resolution authorizing the purchase of playground equipment related to the Lucas Park Natural Playground Grant.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

12. STAFF REPORTS

- 12.1 Planning Department.
- 12.2 Financial Department.
- 12.3 Public Works Department.
- 12.4 Police Department.

13. INFORMATION

14. ADJOURN

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE

www.cityofeaglepoint.org

**BUSINESS OF THE CITY COUNCIL
EAGLE POINT, OREGON**

AGENDA STATEMENT

Item Number: 5.1 and 10.6
Meeting Date: June 23, 2015

ITEM TITLE: Resolution No. 2015-34. A Resolution declaring the City's election to receive state revenues.

SUBMITTED BY: Melissa Owens, Finance Officer (541) 826-4212 ext. 104.

SUMMARY EXPLANATION: A share of certain tax revenues of the state are apportioned among and distributed to the cities. This includes cigarette tax, liquor tax, and gas tax. Cigarette tax and liquor tax revenues can be used by any department in General Fund. However, gas tax must be used by the Street Fund for street maintenance and improvements. The revenue is based on revenue received by the state and is distributed to the cities on a per capita basis.

State Revenue Sharing Law, Oregon Revised Statute (ORS) 221.770 requires cities to pass a resolution annually requesting state revenue sharing money. The law mandates public hearings be held by the City and certification of those hearings be included in the resolution. The proposed Resolution No. 2015-34 certifies that the mandated public hearings were held on May 28, 2015 by the Budget Committee and June 23, 2015 by the City Council.

FINANCIAL IMPACT: N/A.

APPROVED FOR SUBMITTAL:



Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Staff recommends approval of this item.

RESOLUTION NO. 2015-34

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

The City of Eagle Point ordains as follows:

Section 1. Pursuant to Oregon Revised Statute (ORS) 221.770, the City hereby elects to receive state revenues for fiscal year 2015 -2016.

Passed by the City Council on the 23rd day of June, 2015.

Approved by the Mayor on the 23rd day of June, 2015.

Robert E. Russell, Mayor

ATTEST:

Cindy Hughes, City Recorder

I certify that a public hearing before the Budget Committee was held on May 28, 2015 and a public hearing before the City Council was held on June 23, 2015, giving citizens an opportunity to comment on use of State Revenue Sharing.

Cindy Hughes, City Recorder

**BUSINESS OF THE CITY COUNCIL
EAGLE POINT, OREGON**

AGENDA STATEMENT

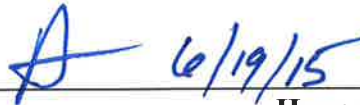
Item Number: 5.2 and 10.7
Meeting Date: June 23, 2015

ITEM TITLE: Resolution No. 2015-35. A Resolution adopting the 2015-2016 Budget, declaring tax levied, making appropriations for the 2015-2016 Fiscal Year, and categorizing the tax levy.

SUBMITTED BY: Melissa Owens, Finance Officer (541) 826-4212 ext. 104.

SUMMARY EXPLANATION: On May 28, 2015, the proposed 2015-2016 Budget was presented to the Budget Committee. A Public Hearing was held at that time to hear comments regarding the 2015-2016 Budget. The Budget Committee elected to approve the budget with one change to the proposed budget. That change was to add a new line item in General Fund Non Departmental for City Flower Baskets in the amount of \$14,000 and reduce Contingency by the same amount. The budget was approved by the Budget Committee with the one change. The budget as approved by the Budget Committee is now being brought forward to the City Council for adoption. Before the budget can be adopted there must be a public hearing to allow public comment regarding the budget. Notice of the Public Hearing has been posted at City Hall, on the City's website, and in the June 16th edition of the Upper Rogue Independent (Attachment No. 1). Following the Public Hearing, the 2015-2016 Budget will be presented for adoption by the City Council. Attached is Resolution No. 2015-35 adopting the 2015-2016 Budget as approved by the Budget Committee.

FINANCIAL IMPACT: \$16,150,547

APPROVED FOR SUBMITTAL:  6/19/15
Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. 2015-35, a Resolution adopting the 2015-2016 Budget, declaring tax levied, making appropriations for the 2015-2016 Fiscal Year, and categorizing the tax levy.

ATTACHMENTS: Attachment No. 1 – Public Notice.

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Eagle Point City Council will be held on June 23, 2015 at 7:00 pm at Eagle Point City Hall, 17 Buchanan Ave, Eagle Point, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the City of Eagle Point Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Eagle Point City Hall, 17 Buchanan Ave, Eagle Point, between the hours of 8:00 a.m. and 5:00 p.m. or online at www.cityofeaglepoint.org. This budget is for an annual period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Melissa Owens

(541) 826-4212

melissa@cityofeaglepoint.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2013-2014	Adopted Budget This Year 2014-2015	Approved Budget Next Year 2015-2016
Beginning Fund Balance/Net Working Capital	8,536,751	8,500,436	7,611,137
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	4,694,779	3,457,379	4,424,332
Federal, State and all Other Grants, Gifts, Allocations and Donations	874,289	1,063,413	761,898
Revenue from Bonds and Other Debt	0	400,000	750,000
Interfund Transfers / Internal Service Reimbursements	364,289	464,850	789,765
All Other Resources Except Current Year Property Taxes	111,903	2,285,278	276,505
Current Year Property Taxes Estimated to be Received	1,394,393	1,459,891	1,536,910
Total Resources	15,976,404	17,631,247	16,150,547

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	2,368,207	2,598,995	2,700,100
Materials and Services	1,426,460	1,859,450	2,040,505
Capital Outlay	1,247,150	6,605,230	6,874,314
Debt Service	521,981	2,185,269	508,564
Interfund Transfers	364,289	467,870	789,765
Contingencies	0	878,894	1,197,345
Special Payments	767,401	2,115,908	906,000
Unappropriated Ending Balance and Reserved for Future Expenditure	9,280,916	919,626	1,133,954
Total Requirements	15,976,404	17,631,247	16,150,547

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
General Fund - Administration	254,979	306,150	308,890
FTE	1.87	1.87	1.87
General Fund - Court	49,530	51,575	54,995
FTE	0.45	0.45	0.45
General Fund - Building	147,804	142,085	144,957
FTE	0.95	0.95	0.95
General Fund - Planning	88,137	119,200	136,880
FTE	0.75	0.75	0.75
General Fund - Police	1,339,250	1,460,543	1,503,134
FTE	12.00	12.00	12.00
General Fund - Parks	134,801	160,650	202,438
FTE	0.50	0.50	0.50
General Fund - Recreation	1,652	0	0
FTE	0	0	0
General Fund - RVSS - Billing	45,833	49,750	50,875
FTE	0.43	0.43	0.43
Not Allocated to Organizational Unit or Program	2,973,070	2,756,865	2,803,620
FTE	0.10	0.10	0.10
Street Fund	1,903,411	1,882,334	1,639,935
FTE	3.09	3.09	3.09
Water Fund	2,487,037	3,842,979	2,697,507
FTE	6.59	6.59	6.59
Storm Water Fund	513,570	544,632	698,412
FTE	1.27	1.27	1.27
Park SDC Fund	913,788	623,358	294,917
FTE	0	0	0
Park Capital Project Fund	0	197,926	34,000
FTE	0	0	0
Street SDC Fund	2,123,433	2,198,326	1,468,522
FTE	0	0	0
Street Capital Project Fund	30,127	30,127	33,677
FTE	0	0	0
Storm SDC Fund	255,375	287,592	398,091
FTE	0	0	0
Water SDC Fund	182,178	190,982	211,977
FTE	0	0	0
Water Capital Project Fund	0	400,000	750,000
FTE	0	0	0

Sewer Fund	1,190,815	1,051,883	1,161,243
FTE	0	0	0
98 GO Bond Fund	66,644	65,667	73,668
FTE	0	0	0
Water Debt Fund	578,568	634,634	602,616
FTE	0	0	0
Capital Purchase Reserve Fund	507,854	584,862	814,160
FTE	0	0	0
Museum Fund	53,593	46,527	63,210
FTE	0	0	0
Vending Machine Fund	2,985	2,600	2,823
FTE	0	0	0
JACO Housing Fund	131,970	0	0
FTE	0	0	0
Total Requirements	15,976,404	17,631,247	16,150,547
Total FTE	28	28	28

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The Water Fund includes a 4% increase in Water Rates. The Sewer Fund includes a 15% increase as required by Rogue Valley Sewer Services.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2013-2014	Rate or Amount Imposed This Year 2014-2015	Rate or Amount Approved Next Year 2015-2016
Permanent Rate Levy (rate limit 2.4584 per \$1,000)	2.4584	2.4584	2.4584
Levy For General Obligation Bonds	124370	\$136,807	\$137,258

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$426,728	
Other Bonds	\$5,069,415	\$2,823,000
Other Borrowings	\$0	\$0
Total	\$0	\$0

RESOLUTION NO. 2015-35

A RESOLUTION ADOPTING THE 2015-2016 BUDGET, DECLARING TAX LEVIED, MAKING APPROPRIATIONS FOR THE 2015-2016 FISCAL YEAR AND CATEGORIZING THE TAX LEVY.

BE IT RESOLVED that the City Council of the City of Eagle Point hereby adopts the budget for the Fiscal Year 2015-2016 in the total amount of \$16,150,547.00 now on file at City Hall.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2015, and for the purposes shown below, are hereby appropriated:

General Fund		Street Fund	
Administration	\$308,890	Personnel Services	\$290,575
Municipal Court	\$54,995	Materials & Services	\$259,616
Building Department	\$144,957	Capital Outlay	\$880,492
Planning Department	\$136,880	Transfers	\$59,252
Police Department	\$1,503,134	Contingency	\$150,000
Parks Department	\$202,438	Total Street Fund	\$1,639,935
RVSS Billing Department	\$50,875		
Non Departmental	2,803,620	Storm Water Fund	
Total General Fund	\$5,205,789	Personnel Services	\$103,750
		Materials & Services	\$59,060
Water Fund		Capital Outlay	\$431,602
Personnel Services	\$619,225	Contingency	\$100,000
Materials & Services	\$665,743	Transfers	\$4,000
Capital Outlay	\$612,376	Total Storm Water Fund	\$698,412
Debt Service	\$56,000		
Contingency	\$250,000	Sewer Fund	
Transfers	\$361,163	Special Payments	\$850,000
Reserves	\$133,000	Debt Service	\$179,205
Total Water Fund	\$2,697,507	Reserves	\$132,038
		Total Sewer Fund	\$1,161,243
Water SDC Fund			
Materials & Services	\$15,000	Park SDC Fund	
Capital Outlay	\$17,277	Materials & Services	\$17,500
Debt Service	\$13,200	Capital Outlay	\$230,217
Transfers	\$110,500	Debt Service	\$13,200
Special Payments	\$56,000	Transfers	\$34,000
Total Water SDC Fund	\$211,977	Total Park SDC Fund	\$294,917

Storm Water SDC Fund	
Materials & Services	\$35,000
Capital Outlay	\$343,291
Debt Payment	\$19,800
Total Storm Water SDC	\$398,091

Water Debt Fund	
Debt Service	\$152,579
Reserves	\$450,037
Total Water Debt Fund	\$602,616

Vending Machine Fund	
Materials & Services	\$2,823
Total Vending Fund	\$2,823

Museum Fund	
Materials & Services	
Total Museum Fund	\$63,210
	\$63,210

Park Capital Project Fund	
Capital Outlay	
Total Park Capital Fund	\$34,000
	\$34,000

Street SDC Fund	
Materials & Services	\$55,000
Capital Outlay	\$1,393,722
Debt Service	\$19,800
Total Street SDC Fund	\$1,468,522

Street Capital Project Fund	
Capital Outlay	\$33,677
Total Street Capital Fund	\$33,677

98 GO Bond Fund	
Materials & Services	\$9
Debt Service	\$54,780
Reserves	\$18,879
Total 98 GO Bond Fund	\$73,668

Water Capital Fund	
Capital Outlay	\$750,000
Total Water Capital Fund	\$750,000

Capital Purchase Fund	
Capital Outlay	\$814,160
Total Capital Purchase Fund	\$814,160

BE IT RESOLVED that the City Council of the City of Eagle Point hereby imposes the taxes provided for the adopted budget at the rate of \$2.4584 per \$1000 of assessed value for operations; and in the amount of \$137,258.00 for bonds; and that these taxes are hereby imposed and categorized for tax year 2015-2016 upon the assessed value of all taxable property within the district.

	General Government Limitation	Excluded from Limitation
General Fund	\$2.4584/\$1000	
Sewer Fund		\$ 77,000.00
98 GO Bond Fund		\$ 60,258.00

The above Resolution statements were approved and declared adopted on this 23rd day of June, 2015.

Robert Russell, Mayor

Cindy Hughes, City Recorder



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JUNE 9, 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, 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; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Suzi Collins, Planning Commissioner; Char Hoppe, Parks and Recreation Commissioner; Millie Wewerka, Budget Committee and Planning Commissioner; Jerry Zieman, Budget Committee; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance and Jerry Zieman provided the invocation.

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

Helen Wolgamott requested and received the Mayor's approval to hold the dedication ceremony for the Blue Star Memorial Highway Marker at the Harnish Visitor's Center on Armed Forces Day, May 21, 2016, instead of Memorial Day.

Phil Austin of Eagle Point and a member of the Eagle Point Golf Club, expressed concern about overgrown weeds presenting a potential fire hazard near his home. In addition, he reported contacting the City but had not received a return phone call. Public Works Director, Robert Miller, discussed attempting to reach the property owner and deferred to Chief Thompson regarding code enforcement. Chief Thompson discussed visiting the area earlier in the day and planned to contact the property owner. In addition, Chief Thompson clarified that the expectation is that citizens will receive return phone calls. It was further

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noted that weed abatement throughout the City was in progress as recent rains and warm weather had led to rapid growth. Next, Mr. Austin discussed limited visibility of the cross walk sign on Robert Trent Jones and Silverado, and suggested additional signage. Further, Mr. Austin inquired about developing Arrowhead Trail to Shasta. Mike Upston, Planning Director, responded that it was not anticipated for a couple of years and would be completed by the developer. Last, Mr. Austin discussed fast traffic near his home, and Mr. Miller invited him to stop by to visit about any of his concerns.

Sellar Nugent of Eagle Point inquired about future construction on Stevens Road near the school. Mr. Nugent reported writing three letters to the City over a period of time beginning in 2011. Mr. Nugent presented copies of the letters (Submission No. 1) and a copy of a speech prepared to be delivered at the Council meeting (Submission No. 2); however, it was not read in its entirety. In regard to the letters, Mr. Nugent reported he had not received a response from the City and wanted to know why construction had not begun. Mr. Nugent also expressed concern about pedestrian safety, weight limits, and heavy usage by trucks. Mayor Russell explained that it takes a long time for expensive improvements such as this to be completed and it had been on the City's list for things to improve. Robert Miller, Public Works Director, reported the City had received a grant for the improvements and the design is scheduled to begin in approximately three months. Next, Mr. Nugent requested the City to consider an interim solution to prevent the loss of life. In closing, Mr. Nugent also expressed that the builder of the school should be liable for repairs to the road. Mayor Russell welcomed Mr. Nugent to visit with Mr. Miller at City Hall and thanked him for his input.

Ryan Barbeau of Eagle Point proposed reducing the rates for late fees for utility payments and presented information about late fees in other cities (Submission No. 3). Mayor Russell offered to discuss the request at a future Council meeting and Mr. Lawrence suggested reviewing the item at the July 28th Council meeting.

Diane Archer of Eagle Point inquired about youth activities through Parks and Recreation. Robert Miller, Public Works Director, discussed the City's youth programs offered by the City and YMCA. Mr. Miller invited Ms. Archer to visit City Hall for additional information.

4. PRESENTATIONS

4.1 Presentation regarding "If I were Mayor, I would ..." Contest.

Mayor Russell welcomed students and parents to the City Council meeting and presentation of the "If I were Mayor, I would ..." contest. Mayor Russell explained that Eagle Point started the contest last year and received a lot of great ideas from the students. Mayor Russell presented each student in attendance with a certificate of participation. While it was difficult it was to select only three winners for the competition, the winners for the essay competition (8th grade students) were: Caleb Acosta – 1st Place; Alyson Scheffler – 2nd Place; and Morgan Kennedy – 3rd Place. Gift certificates to Barnes & Noble were awarded for first place at \$100, second place \$75, and third place \$50.

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5. PUBLIC HEARINGS

- 5.1 A Public Hearing in the matter of authorizing the increase of the Water Base Rate and Water Consumption rates.

Mayor Russell opened the public hearing at 7:30 p.m. and requested Melissa Owens, Finance Officer, to provide a report.

Ms. Owens explained that a considerable amount of time had been given to reviewing the finances of the Water Fund. In 2013, the City started taking a look at overall long term projections and had not made increases for some time. As part of paying off some long term debt, the City borrowed internally from the General Fund and the Street SDC Fund; however, it is critical to repay that debt within 10 years. In order to pay back the loan, a 4% increase had been factored into rates. Twice a year the City evaluates the funds and determines if any proposed increases will be brought before the Council for deliberation.

Ms. Owens discussed variations in water usage based on consumption. In the 2015-2016 budget, a proposed increase of 4% would cost an additional approximate amount of \$1.32 for approximately 9,000 gallons. An individual using 3,000 gallons would pay an additional \$1.29 per month. Ms. Owens further explained the importance of the 4% increase this year, and the next couple of years, due to the way money compounds. Skipping only this year with everything else remaining the same would result in the funds being \$530,000 less by the year 2023.

Ms. Owens offered to answer questions. Councilor Sell asked about the previous increase which Ms. Owens explained included base and consumption rates at 4%. A brief discussion followed about the percentages.

Mayor Russell invited audience comments in favor or opposition, and there was no further testimony or comments. At 7:38 p.m., Mayor Russell closed the Public Hearing.

Next, Mayor Russell reported the proposed Ordinance No. 2015-03 was scheduled later in the Agenda as Item No. 10.1 under the "New Business" section of the Agenda. Further, there being no objections to changing the order of business, Mayor Russell asked to discuss and deliberate the proposed Ordinance No. 2015-03. Councilor Fierke discussed the Council's awareness of the problems that a 4% increase could cause, as well as obligations such as the new tank. Councilor Fierke discussed not skipping the increase and hoped to be able to skip some in the very near future.

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There being no further discussion, Mayor Russell asked for a motion to adopt Ordinance No. 2015-03. Councilor Jenks made a motion to adopt Ordinance No. 2015-03 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of May 26, 2015.

6.2 Budget Committee Minutes of May 28, 2015.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, 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 questions about the bills to be paid. There were no questions regarding the bills to be paid. Council President Bilden moved to approve the Bills to be Paid and Councilor Jenks seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

9.1 Resolution No. 2015-25. A Resolution authorizing the selection of consultant(s) for Engineering Services for USDA Water System Improvements.

Robert Miller, Public Works Director, provided a summary of the item based from the agenda statement. Civil West had identified current deficiencies in the system with major components being a new 1.6 MG tank, providing a 3-day emergency water supply for the City, and relocation of the Bellerive Pump Station to closer proximity of the existing 4.0 MG tank. Next, Mr. Miller reported there were five proposals and those firms were introduced to the Council.

Mr. Miller continued with an explanation of the selection process and the selection team's ranking of the firms in the following order: Murray Smith, Civil West, and HDR Inc. Mr. Miller explained that the City Council had the authority to revise the ranking of the firms.

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Henry Lawrence, City Administration, discussed the selection process for architecture engineering services and apologized for making an error during the last meeting regarding that process. Typically, this type of selection would be similar to selecting a physician, selecting the best qualified physician and then negotiating price. The City adopted the Attorney General's rules regarding public contracting including professional services. However, the City's Municipal Code includes a provision that price may be included as a dominant criteria for selection. Mr. Lawrence advised the Council that they were free to discuss price but cautioned against low bidding. It was further explained that selection of the first ranked firm was the goal for the meeting and negotiations would follow.

Next, Mr. Miller suggested the firms may want to provide a presentation, however, no PowerPoint presentations, slides, or audio would be permitted. All firms were agreeable to making presentations and leaving the room while the other firms made their presentations. Presentations were made in alphabetical order, starting with Century West.

Michael Bull of Century West Engineering did not present a formal presentation but was excited about having an office in the area and working with the City of Eagle Point in the future. There was a brief discussion about the knowledge curve on the project.

Garrett Pallo of Civil West Engineering reported he did not have a fancy presentation but rather would speak from the heart. Mr. Pallo reported working with the City for several years including working with Mark Taylor on a solution to inexpensively fix a leaky tank. Civil West also created a Master Plan, and has helped staff pursue funding, and completed environmental reports and special studies in preparation for this project. Mr. Gallo also reported working on other projects with the City and providing the same level of commitment to Eagle Point's projects. Mr. Gallo also reported Civil West was different and unique because of the thousands of hours it had spent on mapping, modeling, and understanding the system completely. Mr. Gallo went on to discuss Civil West as being a truly local company. While other cities had wanted Civil West to locate with them, they chose Eagle Point, entering into a five year lease and planning stay as part of the community. Mr. Gallo explained that Civil West has staff living in Eagle Point and Civil West also participates as part of the community. He further noted they are a small firm, and that most big firms have entire marketing teams, and graphic designers. However, he reported preparing the proposal over a weekend by himself. Mr. Gallo discussed his belief of their overhead being lower as well as billing rates being lower. He also discussed the desire to work hard with City, and their firm being a growing firm, that will do good work and be here, just minutes away. Mr. Gallo stated they wanted to work for Eagle Point and have a long term commitment, not just a project commitment.

A lengthy discussion ensued about Civil West and its proposal. One point was about the presentation of the proposal. Mr. Gallo referenced the video presentation of a

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3D model of the proposed tank to show what it would look like. Additionally, Mr. Gallo reported discussion of the existing shiny dome during a meeting at the City of Yachats. Next, Mr. Gallo discussed the procurement process from the perspective of a smaller firm. Discussion followed about developing a schedule that would work for the City, Civil West's staffing, and consideration of hiring a local firm.

Mark Taylor, mostly of Eagle Point, offered many comments in support of Civil West Engineering. Mr. Taylor reported working with Mr. Pallo for numerous years and stated he had never met a person with as much integrity. Mr. Taylor expressed his appreciation for the City of Eagle Point as a supportive community and reported encouraging Mr. Gallo to locate in Eagle Point. He also reported he had nothing to gain but offered his recommendation, noting that anytime he worked with Civil West's plans, he bid the work at 10-12% less than he normally would. Mr. Taylor offered to provide any references as needed.

Brian Wilkinson of HDR Engineering presented a diagram of the Eagle Point Water System (Submission No. 4), and introduced Pete Tilley, Principal Office Manager, of their Ashland Office. Mr. Wilkinson explained that HDR is a large firm with over 200 staff members in Oregon and 8,000 worldwide, which would benefit the City by their ability to call upon and mobilize specialized people as needed. Next, Mr. Wilkinson discussed concerns about cost and scheduling of the project, as well as USDA rules. Additionally, there was significant discussion about bidding the projects as one package in order to know the cost and then to plan as needed. Mr. Wilkinson further discussed their experienced and extensive staffing resources with the ability to break the project into smaller pieces and then working on them collectively and putting them together in the end. Mr. Wilkinson also discussed modeling, rezoning, and being ready to serve the City. There was favorable discussion about the graphic submission which had not been included in the proposal. Pete Tilley asked for a few minutes to discuss the benefits of HDR's experienced staffing and ability to connect with experts from all over the country together with their commitment to serve the City.

Brian Gintner of Murray Smith, with Jennifer Garr of Murray Smith, discussed their firm being the most qualified with four reservoirs in the area and recent experience completing a USDA project. Mr. Gintner noted they are the one firm without a local office, but they do not charge for travel time. During construction, they would have a construction manager living in town. Discussion ensued about the functionality risks in the proposed design. Mr. Gintner discussed the budget and schedule, prioritization of needs (standby power, timing of pressure reducing valves), and consideration of whether the volume of the tank and pump station upgrades were appropriate. Murray Smith's first step would be to review the Water Master Plan for opportunities to optimize, and make sure that what we build today doesn't end up being the next thing to address.