



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL

Council Chambers
17 Buchanan Ave. South, Eagle Point, Oregon
May 10, 2016

REGULAR MEETING AGENDA

1. CALL TO ORDER – 7:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. OATH OF OFFICE
 - 3.1 Daniel Cardenas, Police Officer
4. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
5. PRESENTATIONS
 - 5.1 Awards presentation of "If I were Mayor" contest – Mayor Russell.
6. PUBLIC HEARINGS
 - 6.1 Public Hearing in the matter of amending Eagle Point Municipal Code 10.12.010 Unlawful marking, about curb address painting.
 - 6.2 Public Hearing in the matter of authorizing an increase of the residential portion of the Transportation Utility Fee (TUF) (Municipal Code 12.32.020).
7. CONSENT CALENDAR
 - 7.1 Presentation of Regular Meeting Minutes of April 26, 2016.

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

May 10, 2016

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8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
9. PRESENTATION OF BILLS TO BE PAID
10. OLD BUSINESS
 - 10.1 City Council consideration of a possible electronic message sign oriented to Highway 62 for City purposes, and potential zoning regulations for such signs
11. NEW BUSINESS
 - 11.1 Ordinance No. 2016-03. An Ordinance amending Ordinance No. 2011-03, to allow address number painting on public street curbs.
 - 11.2 Ordinance No. 2016-04. An Ordinance amending Ordinance No. 2009-13 which amends the Transportation Utility Fee for Residential Uses in the City of Eagle Point, Oregon.
 - 11.3 Resolution No. 2016-20. A Resolution in support of Measure 17-69 Rogue Community College District General Obligation Bond for Training/Education.
 - 11.4 Resolution No. 2016-21. A Resolution authorizing the Eagle Point Upper Rogue Chamber of Commerce to operate a beer garden on City owned property commonly referred to as the Old Fire Station during the July 4, 2016, Street Fair Events.
 - 11.5 Resolution No. 2016-22. A Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract with Vitus Construction for the Eagle Point Splash Pad.
 - 11.6 Resolution No. 2016-23. A Resolution to recommend award of the 2014 USDA Water Systems Project to McClure and Sons, Inc. in accordance with USDA requirements.
12. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES
13. STAFF REPORTS
14. INFORMATION
15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
16. ADJOURN

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE

www.cityofeaglepoint.org



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

OATH OF OFFICE

I, Daniel Cardenas, do solemnly swear that I will support the Constitution and Laws of the United States of America, the Constitution and Laws of the State of Oregon, the Charter and Ordinances of the City of Eagle Point, and that I will faithfully perform all of the duties of the office of Police Officer for the City of Eagle Point, as now or hereafter required by law, so help me God.

Daniel Cardenas
May 10, 2016

State of Oregon)
County of Jackson)

Signed and sworn to before me on May 10, 2016, by Daniel Cardenas.

Cindy L. Hughes, CMC, City Recorder
Notary Public for Oregon

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

AGENDA STATEMENT

Item Number: 6.1 and 11.1
Meeting Date: May 10, 2016

ITEM NO. 6.1: Public Hearing in the matter of amending Eagle Point Municipal Code 10.12.010 Unlawful marking, about curb address painting.

ITEM NO. 11.1: Ordinance No. 2016-03, an Ordinance amending Ordinance No. 2011-03, to allow address number painting on public street curbs.

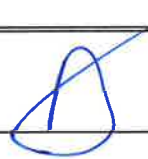
SUBMITTED BY: Henry Lawrence, City Administrator

SUMMARY EXPLANATION: At the April 26, 2016 Council meeting, during the public comment section of the agenda, a request was made to the Council to allow for the painting of address numbers on street curbs. Council directed staff to bring the matter back to the May 10 meeting as a formal agenda item for consideration.

The Eagle Point Municipal Code (EPMC) 10.12.010 makes it unlawful for any person to letter, mark, or paint in any manner any letters, marks, or signs on any sidewalk, curb, street, or alley. For the Council's convenience, attached is a proposed draft to amend the EPMC to allow address painting on curbs should the Council desire. The draft restricts painting to numeric numbering to identify the adjacent street address, and does not provide for additional painting of pictures, sports logos, symbols, or the like, due to the fact that if such additional figures are allowed, then the City may not have authority to limit the type, content or message conveyed by the additional curb paintings. Should the Council disagree with the staff draft, the language can be easily amended at the meeting to allow for the painting of symbols and pictures other than just the address numbering.

FINANCIAL IMPACT: None.

APPROVED FOR SUBMITTAL: _____

 5/6/16

Henry Lawrence, City Administrator

STAFF RECOMMENDATION: None.

ORDINANCE NO. 2016- 03

AN ORDINANCE AMENDING ORDINANCE NO. 2011-03, TO ALLOW ADDRESS NUMBER PAINTING ON PUBLIC STREET CURBS

WHEREAS, Ordinance No. 2011-03, Section 10, codified as Eagle Point Municipal Code (EPMC) 10.12.010, makes it unlawful for any person to letter, mark, or paint in any manner any letters, marks, or signs on any sidewalk, curb, street, or alley; and

WHEREAS, the City Council deems it appropriate to update the section of the EPMC to allow for the painting of address numbers on public street curbs.

THE CITY OF EAGLE POINT ORDAINS AS FOLLOWS:

Section 1. Declaration of Purpose. There is a need to amend a portion of Ordinance No. 2011-03 to allow for the painting of address numbers on public street curbs.

Section 2. Amend Section 10 of Ordinance 2011-03 to read as follows:

Section 10. UNLAWFUL MARKING. With the exception of painting numeric numbers to identify a street address, it shall be unlawful for any person to letter, mark, or paint in any manner any letters, marks, or signs on any sidewalk, curb, street, or alley. It shall also be unlawful for any person to post on a parking strip, anything designed or intended to prohibit or restrict parking in front of any sidewalk, dwelling house, business house, or in any alley, except in compliance with the provisions of this ordinance.

Passed in open session on the 10th day of May, 2016.

Robert E. Russell, Mayor

ATTEST:

Cindy Hughes, City Recorder

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

AGENDA STATEMENT

Item Number: 6.2 and 11.2
Meeting Date: May 10, 2016

ITEM NO. 6.2: Public Hearing in the matter of authorizing an increase of the residential portion of the Transportation Utility Fee (TUF) (Municipal Code 12.32.020).

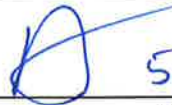
ITEM NO. 11.2: Ordinance No. 2016-04, an Ordinance amending Ordinance No. 2009-13 which amends the Transportation Utility Fee for Residential Uses in the City of Eagle Point, Oregon.

SUBMITTED BY: Henry Lawrence, City Administrator

SUMMARY EXPLANATION: At the April 11, 2016 Council study session, the Council authorized staff to bring forward a proposed increase to the monthly Transportation Utility Fee pertaining to residential uses. The increase is necessary in order to continue to fund the street pavement management program. The last three years have been quite successful but have relied on annual supplements from Street Fund reserves. A one-dollar per month increase from six dollars to seven dollars for a single family house, and a corresponding similar percentage increase for other types of residential uses, will generate approximately \$41,000 annually in additional revenue for the program. This increase will not completely stabilize the Street Fund. However, per the City Council study session discussion of April 11, staff will be coming forward at a future Council meeting with a proposed franchise agreement with Rogue Valley Sewer Service and a franchise fee expected to generate an additional \$57,000 per year for the Street Fund. This is in effect for all billing completed June 10, 2016 and later.

FINANCIAL IMPACT: Approximately a \$41,000 annual increase in revenue to the Street Fund.

APPROVED FOR SUBMITTAL: _____

 5/6/16

Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Pass.

ORDINANCE NO. 2016- 04

AN ORDINANCE AMENDING ORDINANCE NO. 2009-06 WHICH AMENDS THE TRANSPORTATION UTILITY FEE FOR RESIDENTIAL USES IN THE CITY OF EAGLE POINT, OREGON

THE CITY OF EAGLE POINT ORDAINS AS FOLLOWS:

Section 1. Declaration of Purpose. There is a need to amend a portion of Ordinance No. 2009-06 to provide an increase in the monthly Transportation Utility Fee, as it pertains to properties used for residential purposes, in order to continue to adequately fund the pavement management program within the City of Eagle Point Street Fund.

Section 2. Amend Section 2 of Ordinance 2009-06 and its related Exhibit "A" Fee Schedule, pertaining to residential uses, as follows:

Increase the Monthly Residential Rate per Average Daily Trip (ADT) from \$0.63 to \$0.74.

Single Family (SF) detached housing:	increase from \$6 to \$7 per month
Apartment:	increase from \$4.21 to \$4.91 per month
Condo/Townhouse:	increase from \$3.67 to \$4.28 per month
Mobile Home:	increase from \$3.13 to \$3.65 per month
Elderly Housing:	increase from \$1.35 to \$1.57 per month

Passed in open session on the 10th day of May, 2016.

Robert E. Russell, Mayor

ATTEST:

Cindy Hughes, City Recorder



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

APRIL 26, 2016

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, Wayne Brown, Bill Fierke, Ruth Jenks Aaron Prunty, and Kathy Sell.

Council Members Absent: Jonathan Bilden.

Staff Members Present: Henry Lawrence, City Administrator; Robert Miller, Public Works; Melissa Owens, Finance Officer; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Pat Ashley, RCC Board of Education; Liz Crossman, RCC Foundation Board; Suzi Collins, Planning Commissioner; Charlotte Hoppe, Parks and Recreation 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 the invocation.

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

Shane Elder of Medford, Oregon, requested the Council's consideration of allowing his business to paint house numbers on curbs at the homeowner's request and expense. Mr. Elder discussed being in the business for eight years, and providing this service to other cities in the area as a licensed business. Mr. Elder reported that the visibility of the proposed curb addresses was beneficial to law enforcement and delivery services in locating residences, and that citizens wanted this service. The cost is \$20 for regular numbering and \$30 to include a sports team or logo. Mr. Elder further reported using quality paint that usually last three to four years.

Mr. Elder also mentioned the City's Ordinance prohibiting painting of curbs which initiated

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the Council's inquiry into the regulations. Henry Lawrence, City Administrator, discussed Eagle Point Municipal Code 10.12.010, prohibiting painting on sidewalks and curbs. At the Council's request, Chief Thompson reported that he did not think this would be beneficial to law enforcement although Mr. Elder said he had received positive reports from law enforcement in other areas. Discussion ensued wherein it was determined to bring the matter before the Council at the meeting on May 10th.

Audience member, Anthony Prince, spoke in favor of curb numbering, citing he had worked as a wild land fire fighter and said it helps to identify residences. Lynn Leisler of Eagle Point stated she had recently been visited about curb numbering services by someone other than Mr. Elder.

4. PRESENTATIONS

4.1 Rogue Community College Bond Project

Pat Ashley (RCC Board of Education) and Liz Crossman (RCC Foundation Board) presented the Rogue Community College Bond Project 17-69 (Submission No. 1 – RCC Bond Project Information Brochure). Ms. Crossman explained about the cost and benefits of supporting the bond measure to make improvements for the college to train and retrain more individuals to meet workforce demands. Ms. Crossman requested the Council to provide their support. Henry Lawrence, City Administrator, recommended agendaing a Resolution for the next meeting. A brief discussion followed about the demand for training and skills offered by Rogue Community College.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Special Study Session Minutes of April 11, 2016.

6.2 Presentation of Regular Meeting Minutes of April 12, 2016.

Mayor Russell announced the Consent Calendar, and Councilor Sell moved to approve the Consent Calendar as presented. Councilor Brown seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; and Jonathan Bilden, 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.

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8. PRESENTATION OF BILLS TO BE PAID

Mayor Russell asked if there were questions about the bills to be paid. There being none, Councilor Jenks moved to approve the Bills to be Paid in the amount of \$51,786.75. Councilor Sell seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no Old Business.

10. NEW BUSINESS

- 10.1 Resolution No. 2016-16. A Resolution proclaiming May 15, 2016 as "National Peace Officers Memorial Day" and May 15-21, 2016 as "National Police Week" in the City of Eagle Point.

Vern Thompson, Chief of Police, reported that Peace Officers Memorial Day came into effect in 1961, enacted by President Kennedy, to honor police officers nationally. Chief Thompson requested the Council's recognition by Resolution for May 15, 2016 as "National Peace Officers Memorial Day" and May 15-21, 2016 as "National Police Week" to honor and recognize all law enforcement officers. Additionally, Chief Thompson requested the U.S. Flag be flown at half mast and invited everyone to observe National Peace Officers Memorial Day and National Police Week.

Mayor Russell asked for a motion to approve Resolution No. 2016-16. Councilor Fierke motioned to approve Resolution No. 2016-16, a Resolution proclaiming May 15, 2016 as "National Peace Officers Memorial Day" and May 15-21, 2016 as "National Police Week" in the City of Eagle Point. Councilor Sell seconded the motion and there was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2016-17. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Crater Landscape Management for 2016 On Call Park Mowing and Maintenance.

Robert Miller, Public Works Director, explained with the increase in developed parks and park lands, staff recommended contracting mowing services. Contracting these services will allow Public Works staff to work on other needed projects and City demands. In addition, mowing services were successfully contracted in 2015. The project was duly advertised and all previous bidders were invited to bid. Seven bids were received and Crater Landscape Management provided the lowest bid at \$805 per month, a lower amount than last year and includes Lucas Park and Ponderosa Park.

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Mayor Russell asked for a motion to approve Resolution No. 2016-17. Councilor Jenks motioned to approve Resolution No. 2016-17, a Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract with Crater Landscape Management for 2016 On Call Park Mowing and Maintenance. Councilor Fierke seconded the motion and there was no discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2016-18. A Resolution authorizing a City of Eagle Point Personal/ Professional Services Contract with Vitus Construction Inc. for the 2016 Lucas Park Restroom Project.

Robert Miller, Public Works Director, explained that the 2016 Lucas Park Restroom Project is a high priority project of the Parks Master Plan. The restroom was designed by ZCS Engineering and aesthetic details were provided by architect, Dan Horton. The project was duly advertised; however, only one bid was received by Vitus Construction Inc. at \$98,600. Mr. Miller noted that construction had picked up which may have impacted the number of bids and the bid amount. Stick built was preferred over prefabricated as it is cost effective in this case and repairs are easier than retrofitting a prefabricated unit. Neutral colors will be selected to blend with the existing terrain. A picture of a prefabricated unit (Submission No. 2) and a map of Lucas Park (Submission No. 3) were provided during the meeting.

Discussion ensued about the estimate of \$80,000 in 2014 and the bid amount of \$98,600. Mr. Miller responded on the increased costs for construction as well as receiving grants from the Ford Foundation and Carpenter Foundation offsetting costs. Remaining grant funds would be used on another project.

Mayor Russell asked for a motion to approve Resolution No. 2016-18. Councilor Sell motioned to approve Resolution No. 2016-18, a Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with Vitus Construction Inc. for the 2016 Lucas Park Restroom Project. Councilor Jenks seconded the motion and there was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2016-19. A Resolution adjusting the Finance Director wage level for additional duties including Information Technology (IT), Human Resources and Risk Management Functions.

Henry Lawrence, City Administrator, explained that this item was out of the ordinary but requested to approve increasing the Finance Officer's salary. Mr. Lawrence provided background about the 2009 staff downsizing, and Ms. Owens taking on additional duties through necessity but also to save the City money. Mr. Lawrence explained that Ms. Owens has a Bachelor of Arts and Masters Degree, juggles many duties and often works on her own time. Ms. Owens serves as the City's IT person, handles daily risk management, personnel and insurance matters. In addition to Mr. Lawrence supporting the increase, he also

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expressed concern about retention. Discussion followed wherein staff was directed to provide a new job description to differentiate between the core duties and additional duties but to retain the original job description for future use.

Mayor Russell asked for a motion to approve Resolution No. 2016-19. Councilor Prunty motioned to approve Resolution No. 2016-19, a Resolution adjusting the Finance Director wage level for additional duties including Information Technology (IT), Human Resources and Risk Management Functions. Councilor Sell seconded the motion and there was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Jenks reported on the Rogue Valley Metropolitan Planning Organization Policy Committee meeting which was mostly administrative, but addressed the CMAQ (Congestion Mitigation and Air Quality Improvement (CMAQ) Program) funding formula with Portland and Eugene now being eligible retroactively. While there was no sense of alarm, it was undetermined but highly unlikely as to affecting the Lynn Road or Stevens Road projects.

Councilor Brown reported that everything was fine with Rogue Valley Sewer Services (RVSS). Of special note, Councilor Brown, reported very positively on the RVSS staff person that teaches water conservation and will request her to make a presentation to the Council at some point. RVSS was scheduled to begin its budget process on the following day.

Mayor Russell reported meeting with School District 9 representatives. One concern was a Census Bureau survey that indicated a 30% increase of non-poverty level which will result in a \$700,000 cut out of the D-9 budget. There were no details available on the survey results and School District 9 is heavily weighing the reduction. Last, Mayor Russell reported plans to attend the Rogue Valley Council of Governments (RVCOG) meeting later in the week.

There were no other City Council reports.

12. STAFF REPORTS

Mike Upston, Planning Director, commented on Councilor Brown's report about Jenny Morgan who had been affiliated with the RARE Program (Resource Assistance for Rural Environments) through the University of Oregon; and, as reported by Councilor Brown is now employed with RVSS. Additionally, Mr. Upston reported on development including progress on Sienna Hills and permits being issued. The Golf Course property owner submitted an application to develop various types of lodging facilities with an indoor pool and recreational facility. The application does not require Council approval but will go through the Planning Commission. And, the Greenview PUD is also in progress. With regard to the Economic Development Commission, focus at the next meeting will be to

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scope out action items, and they are considering sending a recommendation to the City Council for fee reductions on new commercial development. At the May 10th Council meeting, Mr. Upston will review electronic message signs and request the Council's direction. Mr. Upston also reported working on Urban Reserve Areas and planning for future growth.

Melissa Owens, Finance Officer, reported the Financial Report was in the Agenda Packet. Everything is within budget although building activity is now in the 115% to 125% range for items like building permit fees. 48 building permits had been received and increased activity is anticipated for the rest of the fiscal year. Staff is working on the budget and plans to complete the budget document by May 20th for the June 2nd Budget Committee meeting. Ms. Owens also reported on providing wireless internet at the Harnish Wayside Visitors Center during the current fiscal year. In conclusion, Ms. Owens expressed appreciation to the Council for approving the Resolution on her position.

Robert Miller, Public Works Director, reported on the Elm Way Sidewalk replacement with Crystal/Teakwood to follow. A traffic analysis is being considered to improve safety at the Crystal/Teakwood intersection. Mr. Miller also reported on bid openings for the USDA Water System Project and the bids are currently being reviewed. In addition, weed abatement is in progress to be completed in time for City events beginning in May. The City is also in need of a volunteer host at the museum and Harnish Park. With regard to grants, Mr. Miller reported the Rotary Club had pledged \$5,000 for landscaping at the future Splash Pad.

Vern Thompson, Chief of Police, announced that the new police officer, Daniel Cardenas, will start the Police Academy on May 16th, and be sworn in at the City Council meeting on May 10th. Additionally, Chief Thompson shared a complimentary letter (Submission No. 4) from a citizen about working with Eagle Point Police Officers.

Henry Lawrence, City Administrator, reported working with the Central Point Garden Club on the Blue Star Memorial to honor armed forces on May 21st at the Harnish Park. On a separate note, three new radar signs were ordered after an accident at Crystal and DeAnjou. Mr. Lawrence further reported on a traffic study to determine whether a 4-way stop is advisable at that location. In conclusion, Mr. Lawrence reviewed items for the next City Council meeting.

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

13. INFORMATION

There were no Information items.

At approximately 8:12 p.m., Mayor Russell recessed the meeting.

City of Eagle Point Council Meeting Minutes

April 26, 2016

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14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

At 8:17 p.m., Mayor Russell opened the Executive Session pursuant to 192.660(2)(d). Following discussion, Mayor Russell closed the Executive Session at 9:00 p.m.

15. ADJOURN

There being no further business, Mayor Russell reconvened and closed the meeting at 9:01 p.m.

Respectfully submitted,

Cindy Hughes, City Recorder

ATTEST:

Robert E. Russell, Mayor

Cindy Huffman 5-6-16

BILL LIST
5/10/2016

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
37054	911 SUPPLY	SUPPLIES/UNIFORMS	\$ 825.13
37055	A GUARANTEED PROFESSIONAL CARPET	BLDG MAINT/REPAIR-ASHPOLE	\$ 370.00
37056	ALSCO 4564	JANITORIAL SUPPLIES	\$ 338.12
37057	ALSCO 556	UNIFORMS/JANITORIAL SUPPLIES	\$ 454.28
37058	ALTERNATE ENERGY SERVICES	BLDG MAINT/REPAIR-JUDGE STEWART	\$ 5,188.00
37059	AVISTA UTILITIES	UTILITIES	\$ 324.23
37060	BNB ARMORY LLC	SUPPLIES	\$ 469.00
37061	BUD ECKER	ON-CALL WEEDING & MOWING	\$ 4,917.00
37062	CENTURY LINK	UTILITIES	\$ 1,224.46
37063	CITY OF EAGLE POINT	UTILITIES	\$ 71.91
37064	COASTAL	SUPPLIES	\$ 66.47
37065	DAILY JOURNAL OF COMMERCE	BID ADVERTISING	\$ 678.60
37066	DEPARTMENT OF CONSUMER & BUSINESS	BLDG STATE SURCHARGES-JAN,FEB,MAR 2016	\$ 3,936.86
37067	EAGLE POINT HARDWARE	SUPPLIES	\$ 242.28
37068	EWING	SUPPLIES	\$ 82.50
37069	FASTENAL	SUPPLIES	\$ 43.15
37070	H.D. FOWLER	SUPPLIES	\$ 2,912.48
37071	HARDEY GROUP, INC.	ENGINEERING WORK-SIENNA HILLS/COTTONWOOD	\$ 3,158.54
37072	HAYS OIL COMPANY	FUEL/DIESEL	\$ 975.90
37073	HORNECKER COWLING, LLP	MUNICIPAL JUDGE - APRIL 2016	\$ 800.00
37074	HORTON ARCHITECTURE, INC.	DESIGN-CREEKSIDE OVERSIZING	\$ 1,940.00
37075	JACKSON COUNTY TREASURER	COURT ASSESSMENTS - APRIL 2016	\$ 145.00
37076	KATALYST, INC.	STORM WATER PROJECTS	\$ 1,307.00
37077	KRP DATA SYSTEMS	ANNUAL LEDS SUBSCRIPTION	\$ 718.60
37078	LAW OFFICES OF BRUCE BISCHOF	COLLECTIVE BARGAINING SESSIONS	\$ 1,567.50
37079	MICHAEL ANSELM	TRAVEL/TRAINING	\$ 191.25
37080	MT SHASTA SPRING WATER	SUPPLIES	\$ 60.50
37081	OFFICE DEPOT	SUPPLIES	\$ 90.44
37082	OFFICE MAX	SUPPLIES	\$ 9.59
37083	OREGON DEPT OF REVENUE	COURT ASSESSMENTS - APRIL 2016	\$ 1,509.08
37084	PACIFIC OFFICE AUTOMATION	OFFICE EQUIPMENT	\$ 91.67
37085	PACIFIC POWER	UTILITIES	\$ 12,711.84
37086	PERSONNEL SOURCE	TEMP SRV-HARNISH/MUSEUM-2 WEEKS	\$ 1,028.79
37087	PITNEY BOWES	SUPPLIES	\$ 276.20
37088	RH2 ENGINEERING, INC.	CREEKSIDE OVERSIZING	\$ 916.63
37089	ROGUE SHRED	UTILITIES	\$ 212.70
37090	ROGUE VALLEY SEWER SERVICES	STORM DRAIN SURVEILLANCE/REPAIR	\$ 4,038.43
37091	SOS ALARM	SECURITY	\$ 120.95
37092	SOUTHERN OREGON SANITATION	UTILITIES	\$ 548.00
37093	SOUTHERN OREGON TRANSPORTATION	CRYSTAL/TEAKWOOD TRAFFIC ANALYSIS	\$ 1,045.00
37094	TEHAMA TIRE SERVICE	VEHICLE MAINT/REPAIR	\$ 604.53
37095	TEKMANAGEMENT, INC	IT SUPPORT	\$ 85.56
37096	TYLER TECHNOLOGIES	IT SUPPORT/ANNUAL SOFTWARE MAINTENANCE	\$ 4,987.76
37097	UPPER ROGUE INDEPENDENT	MEETING/BID ADVERTISING	\$ 274.60
37098	WCP SOLUTIONS	SUPPLIES	\$ 116.90
37099	WILLIAM FISHER	TRAVEL/TRAINING	\$ 191.25
37100	WOLFCOM	SUPPLIES	\$ 38.00
37101	YMCA	AFTERSCHOOL REGISTRATION	\$ 155.00
SUBTOTAL			\$ 62,061.68

Cindy Hyman 5-6-16

BILL LIST
5/10/2016

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	REFUNDS		
37043	CLARK, CLARA		\$ 45.52
37044	CRAIG, OWEN		\$ 24.77
37045	HOMESTREET BANK		\$ 6.05
37046	KING, ANNIE		\$ 77.66
37047	OWEN, JASIN		\$ 30.00
37048	PAHLISCH HOMES, INC		\$ 42.59
37049	PATTERSON, DAVID		\$ 25.00
37050	POLUS, JOHN		\$ 52.00
37051	RICHARDSON, L		\$ 46.45
37052	SHOCKEY, ORVILLE		\$ 22.45
37053	WEST, RAY		\$ 79.81
		SUBTOTAL	\$ 452.30
		TOTAL	\$ 62,513.98

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

AGENDA STATEMENT

Item Number: 10.1

Meeting Date: May 10, 2016

ITEM TITLE: City Council consideration of a possible electronic message sign oriented to Highway 62 for City purposes, and potential zoning regulations for such signs.

SUBMITTED BY: Mike Upston, Planning Director.

SUMMARY EXPLANATION: This item follows up on two changes requested by the City Council at their March 8th meeting. The first change is provided in Attachment No. 2, with cost estimates for a taller version of the original sign concept. The revised sign mock-up was created in-house solely for understanding the cost difference based on height. If the Council decides to proceed, staff will utilize consultant services for a final design. The second change is provided in Attachment No. 3, which contains a revised version of the associated sign ordinance based on feedback received from the Council. Attachment No. 1 provides an unchanged selection of possible sign locations.

Background/Timeline:

February 2, 2015 Economic Development Commission meeting. The Commission recommended that the City Council consider establishing an electronic reader board sign oriented to Highway 62 to promote community events and things to do in the region.

February 24, 2015 City Council meeting. The Council expressed interest in looking at the possibilities for a City-owned electronic message sign, and discussed the following points:

- Location, design, content and display characteristics.
- Cost for design and construction, and on-going costs for operation and maintenance.
- Content management, including whether to allow messaging for private enterprise.
- Cost sharing with the school district.
- Whether these types of signs should also be allowed on private or school district property.
- Development of zoning regulations.

At the end of that discussion, the Council asked for more detail regarding possible locations and costs for a City-owned sign, as well as Planning Commission feedback on possible zoning regulations for electronic message signs citywide.

September 15, 2015 Planning Commission meeting. The Commission discussed the above points and expressed support for a sign of this type and purpose, as well as for businesses along Highway 62, subject to reasonable aesthetic and operational parameters.

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October 20, 2015 Planning Commission meeting. A public hearing was held, and no public testimony was received.

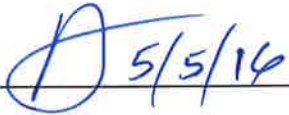
March 8, 2016 City Council meeting. The Council discussed staff's presentation of the range of possible sign locations and costs, preliminary design and functionality, draft zoning ordinance regulations for electronic message signs, and feedback received by the Economic Development Commission and Planning Commission. The Council expressed interest in looking at what a taller sign might look like and cost, as well as changes to the draft sign regulations.

What's Next:

At the May 10, 2016 City Council meeting, staff is recommending that the Council discuss all options and information presented to date, then decide whether or not to budget for a sign and authorize staff to proceed with securing a location, final design and construction. If the Council decides to go ahead with this, a public hearing will be scheduled for a resolution authorizing staff to proceed, along with an ordinance to adopt a final version of the zoning regulations for electronic message signs citywide.

If the Council opts not to pursue a City-owned electronic message sign, staff recommends that the draft ordinance not be adopted and such signs continue to be prohibited in Eagle Point.

FINANCIAL IMPACT: \$23,000 - \$66,000 capital, in addition to annual management, maintenance, and possible land lease costs expected to range between \$500 – \$5,000 per year. This range of capital costs is primarily dictated by the sign size, design features and reader board resolution. For instance, a smaller sign with lower resolution will cost less than a larger sign with higher resolution.

APPROVED FOR SUBMITTAL:  5/5/14
Henry Lawrence, City Administrator

COUNCIL ACTION: Discussion only.

ATTACHMENTS: Attachment No. 1 – Possible Sign Locations
Attachment No. 2 – Cost Estimates (revised)
Attachment No. 3 – Ordinance No. 2016-__ (revised draft)

ATTACHMENT NO. 1

Possible Sign Locations