



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

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

**APRIL 10, 2012**

## **REGULAR MEETING MINUTES**

### 1. CALL TO ORDER.

Mayor Russell called the regular meeting to order at 7:00 p.m.

Council members present: Bob Russell, Alan Curriston, Bill Fierke, Ruth Jenks, Jonathan Bilden and Wayne Brown.

Council members absent: Kathy Sell.

Staff members present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Vern Thompson, Police Chief; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Gary Shipley, Maintenance Supervisor and Sara Miller, Planning Aide.

Bill Miller of the Medford Mail Tribune was also present.

### 2. FLAG SALUTE AND INVOCATION.

County Commissioner C.W. Smith led the flag salute and Council President Curriston led the invocation.

Mayor Russell noted that Councilor Sell was not present at the meeting because her son is deploying to Afghanistan. He asked that Councilor Sell's son be remembered with extra prayers while he is serving overseas.

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

There were no audience questions or comments presented to the council.

4. PRESENTATIONS.

4.1 Oath of Office Police Officer – Davie Carranza.

Chief Thompson introduced Eagle Point's newest police officer Davie Carranza. He noted that Officer Carranza has served in the Marine Corps and Army National Guard and has served two tours in Iraq. Melissa Owens led Officer Carranza in reciting the Police Officer Oath of Office. The mayor and council members congratulated Officer Carranza.

4.2 Presentation of award – 20 year member of Oregon Association of Water Utilities (OAWU).

Mayor Russell presented the agenda item. Gary Shipley reviewed the history of Eagle Point's participation with the OAWU. He presented Mayor Russell with the 20 Year Membership Award.

4.3 Presentation of award – 20<sup>th</sup> year Tree City USA.

Mayor Russell presented the agenda item. Mr. Shipley presented Mayor Russell with the Tree City USA 20 Year Award. Mayor Russell announced that a tree had been planted in Little Butte Creek Park on Arbor Day in honor of sister city Showa, Japan.

5. PUBLIC HEARINGS.

There were no public hearings brought before the council.

6. CONSENT CALENDAR.

6.1 Presentation of regular meeting minutes of March 27, 2012.

6.2 Presentation of special meeting minutes of April 2, 2012.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved that council approve the Consent Calendar as presented. Councilor Jenks seconded the motion. There was no further discussion. Roll call: Alan Curriston, aye; Bob Russell, aye; Bill Fierke, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye. The motion passed unanimously.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

There were no items removed from the Consent Calendar.

8. PRESENTATION OF BILLS TO BE PAID.

Mayor Russell asked for a motion on the bills to be paid. Council President Curriston asked about the payment to Overstreet Landscape and Hydroseeding. Robert Miller explained that half of the payment was for the completion of the Greenhills mitigation project and the remainder of the payment was for trees for the 4.0 MG reservoir landscaping project.

Councilor Jenks asked about the payment to Beaver Tree Services. Mr. Miller explained that the payment was for the removal of two trees on Shadowlawn and Teakwood as part of the Tree Replacement Program. Councilor Jenks moved that council approve the bill list dated 4/10/12 in the amount of \$37,416.41 and the addendum dated 4/11/12 in the amount of \$31,902.96. Councilor Bilden seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, aye; Bill Fierke, aye; Bob Russell, aye; Ruth Jenks, aye; Alan Curriston, aye; Wayne Brown, aye. The motion passed unanimously.

9. OLD BUSINESS.

There was no old business brought before the council.

10. NEW BUSINESS.

10.1 **Resolution 2012-24.** A Resolution authorizing an Intergovernmental Agreement with the State of Oregon Department of Energy for grant for lighting upgrades.

Mayor Russell announced **Resolution 2012-24**, a Resolution authorizing an Intergovernmental Agreement with the State of Oregon Department of Energy for grant for lighting upgrades, and asked for the staff report. Mr. Miller explained that the Rogue Valley Metropolitan Planning Organization (RVMPO) approached the city to be part of a Department of Energy grant for lighting upgrades. He noted that two other local small cities were also involved in the same grant process. He explained that RHT Energy Solutions performed an energy assessment for city hall, the public works shop and the museum. It was determined that the recessed fluorescent lights at city hall, and the lighting at the public works shop and the museum qualified for incentives. In addition, lighting sensors were added to the proposal. He noted that Energy Trust Incentives would reimburse \$8,200 and the grant would reimburse the remaining \$31,800. Mr. Miller explained that the next step in the process is the intergovernmental agreement with the Department of Energy. He further explained that bids have been sent out for the project and two contractors have responded. He will bring the bids before council at the next meeting. Councilor Jenks asked how much staff time would be involved in the project. Mr. Miller noted that the project would be consulted out, the RVMPO would supply project management and staff should only have to provide grant administration.

Councilor Fierke moved that council approve **Resolution 2012-24**, a Resolution authorizing an Intergovernmental Agreement with the State of Oregon Department of Energy for grant for lighting upgrades. Councilor Bilden seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Alan Curriston, aye; Jonathan Bilden, aye; Bob Russell, aye; Bill Fierke, aye. The motion passed unanimously.

10.2 Discussion regarding Council Goals.

Mayor Russell announced the agenda item. Henry Lawrence presented a copy of the council goals for 2011-12, and explained that he feels it would be appropriate for staff and council members to schedule a study session to review the goals prior to budget meetings in May. Mayor Russell agreed that it was appropriate to revisit the goals. The councilors discussed

dates and times for a study session, and unanimously agreed that the session should be scheduled for Thursday, April 26 at 6:00 p.m. in City Council Chambers.

10.3 **Resolution 2012-25.** A Resolution authorizing appointment of City Recorder.

Mayor Russell announced that **Resolution 2012-25**, a Resolution authorizing appointment of City Recorder, would be addressed after the Executive Session.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke reported that he and Councilor Bilden had attended the District 9 budget meeting. He noted that during the meeting the superintendent gave an explanation of the budget situation and the business manager reviewed the financial numbers. He explained that the proposed district budget was over 34 million, with one million in reserves spent to make budget, including RIF's and the closure of a small school.

Councilor Bilden reported further on the District 9 meeting, explaining that the district has a goal to maintain the five day school week. He further reported attending the SOREDI board meeting where he introduced Mr. Lawrence to the members. He explained that the SOREDI meeting included discussion on the upcoming Angel Conference as well as discussion on enterprise zones. He noted that the Hillside Elementary School dedication would take place on Wednesday, and the League of Oregon Cities (LOC) quarterly board meeting would be held at the end of the month.

Councilor Jenks thanked Mr. Miller and Mr. Shipley for their presentation to the Eagle Point Golf Community Homeowners Association. She stated that she received positive comments and compliments from attendees about the good job they had done presenting and explaining details of projects.

Council President Curriston reported that the Economic Development Commission meeting had included presentations from Travel Medford and the Southern Oregon Visitors Association. He explained that the presentations provided insight on how to market local communities, and provided helpful information to the commission for marketing Eagle Point. Council President Curriston announced that the 2<sup>nd</sup> Annual Eagle Point Bike Ride would be held June 9. He explained that he will need approximately \$500 for event startup, which will be reimbursed from entry fees. Mayor Russell noted that the item would be put on the agenda for the next council meeting.

Councilor Brown announced that he would present his report at the next council meeting.

Mayor Russell explained that the retirement party for Mr. Hussell had been well attended. He further reported attending the Rogue Valley Council of Governments (RVCOG) meeting where he introduced Mr. Lawrence to the group. He noted that he had also participated in interviews for the City Recorder position which will be discussed in more detail during the Executive Session. He reported attending the Little Butte Creek Watershed Council annual meeting, and noted that the Watershed Council has a group of dedicated volunteers who have been working to clean up Little Butte Creek. He also reported attending the Arbor Day tree planting, as well

as a Troupe 48 Boy Scouts meeting. He noted that Eagle Point has the largest Boy Scouts Troupe in the Rogue Valley, and it is a great program.

Mayor Russell welcomed County Commissioner C.W. Smith, and thanked him for attending the meeting.

## 12. STAFF REPORTS

Mr. Shipley gave an update on the Fargo St. project, noting that the final walk through had been held and the project will be finished once the contractor removes debris. He explained that the crosswalks and striping will be completed once the weather improves. He thanked Mayor Russell and Mr. Lawrence for attending the Little Butte Creek Watershed Council meeting and noted that the goal is to clean up the creek by educating ranchers to reduce runoff that pollutes the creek, and also to plant trees along the creek to lower the water temperature.

Ms. Owens reminded the councilors that statements of economic interest are due by April 15. She reported that Budget Committee meetings would be scheduled for May, and asked the councilors to notify her of any dates in May they are unavailable. She noted that she has spent most of her time working on HR duties and preparing the budget.

Mr. Miller reported that the Greenhills mitigation project is nearly finished, the only item left to complete is surveying for as-builts. He noted that he and Mr. Shipley attended the Eagle Point Golf Community Homeowners Association meeting to discuss the PRV project, give an update on the 3.6 MG reservoir project, and give a general update on the status of other city projects. He further reported that the prebid meeting had been held with the school district for Neva and North Shasta paving, one of the final requirements for Hillside Elementary completion. Mr. Miller explained that the South Shasta path will be complete once the contractor finishes the cleanup work and minor paving repairs. He noted that there have been many children using the path instead of walking in the road as they had to do before. Council President Curriston announced that the South Shasta path looks great. Mr. Miller continued his report, explaining that public works crews will bring the high pressure zones in the golf course community online Wednesday to complete the project that has been ongoing for a year. He noted that crews will be working diligently to monitor the pressure at each affected home. Mr. Miller gave an update on the 3.6 MG reservoir project, explaining that he has met with two consultants interested in the project, and he will send out requests for proposals as soon as possible. He further reported that Arcadia Publishing has published a book on the history of Eagle Point that the city can purchase at a reduced price and sell at several locations if the council desires. He noted that he will bring the topic back at the next council meeting for further discussion. Councilor Jenks asked if the article in the Medford Mail Tribune about the 3.6 MG reservoir generated any questions. Mr. Miller explained that the only calls he received were from consultant interested in working on the project.

Chief Thompson reported that Officer Carranza will attend Police Academy for four months, undergo a 16 week training program, and then continue training with another officer. He noted that it is typically eight to nine months before a new officer is ready for solo patrols.

Attorney Kellerman reported that he believes that the trademark process for "Positively Eagle Point" is completed. He noted that the South Shasta path is something that the city should be proud of, especially from a safety perspective, and he is glad the project has finally come to fruition.

Mr. Lawrence reported that he is getting settled. He noted that the city has great staff, and he is appreciative that there are not any personnel issues. He reported that staff has been working on the 3.6 MG reservoir project and will be bringing consultants to the council. He explained that it will be important to review and update the water system master plan because the plan is more than 10 years old, and the plan also assumes a full build out of the system which has not happened because developers have not completed new subdivision infrastructure. Mr. Lawrence also explained that many roads in Eagle Point need maintenance. He noted that Mr. Miller has expressed a need for a good chip seal maintenance plan, and it is something that needs to be discussed and council needs to put into place. He explained that without maintenance, road bases will fail and the cost of replacement will be considerably more than a maintenance program. He noted that staff and council need to also explore funding options to accelerate repairs on streets in the worst condition. Mr. Lawrence feels that public safety is critical as well as walkways, parks and the curb appeal of the city. He explained that staff and the council will need to pace themselves because there are many projects that need to be done. He announced that he has given standing instructions to staff to go after any grant money that can be found, and noted that grants can be difficult to obtain in the current climate.

Ms. Miller reported that the Carl's Jr. construction is moving along quickly, and the Hillside Elementary School project is nearing final completion. She further reported that she has been working with new Principal Planner Mike Upston to get planning projects underway.

### 13. INFORMATION.

There was no further information brought before the council.

### 14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(a) EMPLOYMENT.

Mayor Russell closed the regular meeting at 7:50 p.m. and called a recess.

Mayor Russell opened the Executive Session pursuant to ORS 192.660(2)(a) EMPLOYMENT at 7:58 p.m.

Discussion.

Mayor Russell closed the Executive Session pursuant to ORS 192.660(2)(a) EMPLOYMENT and reopened the regular council meeting at 8:12 p.m.

### 10. NEW BUSINESS CONTINUED.

10.3 **Resolution 2012-25.** A Resolution authorizing appointment of City Recorder.

Mayor Russell announced **Resolution 2012-25**, a Resolution authorizing appointment of City Recorder.

Council President Curriston moved that council approve **Resolution 2012-25**, a Resolution authorizing appointment of City Recorder. Councilor Fierke seconded the motion. There was no further discussion. Roll call: Bill Fierke, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Alan Curriston, aye; Bob Russell, aye; Wayne Brown, aye. The motion passed unanimously.

15. ADJOURNMENT.

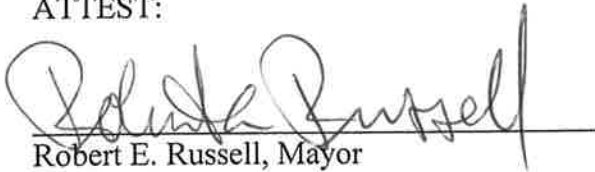
There being no further business to come before the council, Mayor Russell adjourned the meeting at 8:14 p.m.

Respectfully submitted,



Sara Miller

ATTEST:

  
Robert E. Russell, Mayor