

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

MAY 22, 2012

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, Alan Curriston, Wayne Brown, Jonathan Bilden, Bill Fierke, Ruth Jenks, and Kathy Sell.

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

Guests: Jackson County Commissioner Smith and members of the public and press.

2. FLAG SALUTE AND INVOCATION.

Commissioner C.W. Smith led the Pledge of Allegiance and Council President Curriston led the invocation.

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

Suzi Collins of 148 Eagle View Drive, Planning Commission Chair and Director of the 4th of July Parade, came forward to announce that Bunny Lincoln will be the Grand Marshall of the parade. At this time, there are a small number of parade entries but it is anticipated there will be many more as we get closer to the parade date.

Helen Wolgamott of 376 Teakwood, announced that everyone is welcome to meet at Ray's Market on Friday at 6:00 p.m. to put up the flags for the Memorial Day weekend. She also reported the Eagle Point Museum hosted a group of elementary students that visited the Mill and Museum, and then had lunch at Mattie Brown Park. She further

reported she had spoken with a gentleman from Idaho that talked with her about what a jewel the City of Eagle Point is.

Commissioner Dennis C.W. Smith, 2654 Brownsboro Highway, offered to answer questions about the County and mentioned there had been several news reports regarding Jackson County's Animal Care and Control Center (Animal Control). The County is currently considering recommendations by a citizen advisory committee of Animal Control. He further noted there would be a series of public hearings and changes to make improvements at Animal Control.

Council Member, Kathy Sell, expressed her appreciation to Jackson County for the repairs to Royal Avenue. The recent repairs to Royal Avenue were a result of Commissioner Skundrick's Town Hall Meeting in Eagle Point.

Commissioner Smith explained how Commissioners serve as liaisons for different areas of responsibility within the County and Commissioner Skundrick was assigned to Public Works. He concluded by stating he has removed himself as a liaison from many areas and is focused on legislative issues and obtaining funding for Jackson County.

There were no further comments or discussions regarding items not on the agenda.

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 May 8, 2012.
- 6.2 Presentation of Joint Meeting Minutes of May 8, 2012
- 6.3 Presentation of Special Meeting Minutes of May 14, 2012.

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

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

There were no items considered to be removed from the Consent Calendar.

8. PRESENTATION OF BILLS TO BE PAID.

Mayor Russell asked if there were questions regarding the bills to be paid. There being no questions, Mayor Russell asked for a motion. Councilor Bilden moved to approve the Presentation of Bills to be Paid together with the items included on the Additional Bills list (Submission No. 1). Councilor Jenks seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Kathy Sell, aye; Ruth Jenks, aye; Bob Russell, aye; Alan Curriston, aye; and Bill Fierke, aye. The motion passed unanimously.

9. OLD BUSINESS.

There was no old business to discuss.

10. NEW BUSINESS.

- 10.1 **Resolution 2012-32** – A Resolution Adopting Updated Strengths, Weaknesses, Opportunities & Threats (SWOT) Analysis to Replace the Original Version Contained in the City of Eagle Point's 2001 Strategic Plan.

Mayor Russell announced that Item 10.1 would be postponed until a later date. There was no further discussion.

- 10.2 **Resolution 2012-36** – A Resolution Authorizing a Construction Contract with Welburn Electric, Inc., for the City of Eagle Point Lighting Upgrades.

Mayor Russell announced **Resolution 2012-36** and asked for a staff report. Rob Miller explained that the City of Eagle Point had received a grant from the Department of Energy for a lighting upgrade. Five proposals were requested and the following two responses were received: Welburn Electric, Inc. at \$37,750, and Winters Electric at \$45,500. Mr. Miller recommended awarding the Contract to Welburn Electric, Inc.

At Mr. Lawrence's direction, Mr. Miller explained that the Lighting Project would replace a lot of the City's lighting with LED (light-emitting diode) lights. The Project includes some of the lights at City Hall, the museum and a portion of the existing public works lighting. The Ashpole Community Center will not be included in the upgrade as it had been previously upgraded and replacements are not available. It was noted that the Project is under budget.

Upon that explanation, Mayor Russell asked for a motion. Councilor Jenks made a motion to approve **Resolution 2012-36** and Councilor Bilden seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Alan Curriston, aye; Wayne Brown, aye; Kathy Sell, aye; Jonathan Bilden, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.3 **Resolution 2012-37** – A Resolution Authorizing a Declaration of Cooperation with the Little Butte Water Quality Steering Group.

Mayor Russell announced **Resolution 2012-37** and asked for a staff report. Rob Miller reported the City of Eagle Point's Public Works Supervisor, Gary Shipley, had been working with the Little Butte Watershed for a number of years. The purpose of the Declaration of Cooperation is to partnership with other local agencies in promoting the health of Little Butte Creek. A brief discussion in support of this effort followed.

Mayor Russell asked for a motion. Councilor Sell made a motion to approve **Resolution 2012-37** and Council President Curriston seconded the motion. Roll call: Kathy Sell, aye; Ruth Jenks, aye; Bob Russell, aye; Alan Curriston, aye; Jonathan Bilden, aye; Bill Fierke, aye; and Wayne Brown, aye. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Councilor Fierke said there was not a lot to report but the strike with School District 9 teachers had been settled. The ratification from their Board will be held at their next regular meeting on Wednesday, June 13th.

Councilor Bilden suggested the Council consider creating a historical commission. Mayor Russell supported this idea and mentioned that Helen (Wolgamott) had been very active with the historical group. Councilor Jenks stated she would like to see the City make a formal action of support.

Councilor Jenks reported attending the RVMPO (Rogue Valley Metropolitan Planning Organization) meeting. A decision has not been made as to whether or not there will be a RVMPO or if Grants Pass can be part of the RVMPO or an independent MPO. It was decided to not send this to the Public Advisory Committee (PAC).

Council President Curriston did not make a report.

Councilor Brown reported attending a Rogue Valley Sewer Services meeting which focused on the Griffin Creek Sewer System and a new computer system for the location near Spring Brook. Additionally, service has been requested from outside of the service boundary which is being considered. The Quarterly Report was good and there was not a stormwater update. Everything else is going fine with Rogue Valley Sewer Services.

Councilor Sell did not make a report.

Mayor Russell reported the budget had been passed and a special meeting was recently held so this agenda was shorter than usual. Mayor Russell concluded by expressing his appreciation to staff for their hard work on the budget.

12. STAFF REPORTS.

- 12.1 Police Department Report.
- 12.2 Financial Report.
- 12.3 Public Works Department Report.

Mike Upston, Principal Planner, reported there had not been a lot of development but there are a few projects coming in and out of the door. Currently, the City is working with Rogue Valley Transit District (RVTD) and an independent consultant to analyze whether or not the City of Eagle Point should be added to RVTD's service area. A consultant will be selected in the near future. Over the next year, the community will be approached to find out what services are needed.

Mr. Upston provided a number of updates, starting with the Harnish Wayside Park & Interpretive Center. He is working with the Oregon Department of Transportation (ODOT) to get approval of and signage for tourists. Additionally, he reported the City is looking into creating an Enterprise Zone and he will be working with Southern Oregon Regional Economic Development, Inc. (SOREDI). Further, Mr. Upston discussed the Regional Plan Element addressed density levels. It was also noted there was old information in the Regional Plan that should be revised prior to adoption. Mayor Russell agreed to hold a Joint Meeting with the Eagle Point Planning Commission to review the Regional Plan Element and to determine recommendations for changes and updates. A refresher presentation regarding Growth Boundary Expansion Basics will be provided at the Joint Meeting.

Other planning activities included a review of the Butcher Shop expansion, Greenhills Planning Unit Development scheduled for next month, and Providence Health on Highway 62 is looking into signage.

Councilor Sell inquired about notifying Council as business licenses are acquired. Ms. Owens responded that a list could be provided, however, it is sometimes a lengthy application process. Along those lines, Ms. Owens reported seven businesses had applied for licenses last month and there are approximately 157 businesses within the City. Approximately five to six business license applications are received each month.

Ms. Owens also addressed the Financial Report and noted Court Revenue is approximately \$20,000 more than anticipated, and it is directly linked to the City being more proactive in collections. At the beginning of this calendar year, the City began suspending driver's licenses and sending uncollected accounts to collections.

Ms. Owens expressed appreciation for everyone attending the Budget Committee Meeting and reviewing the budget in advance. Next, she reported the Auditors will be at the City on June 4th. This is the first of two visits and will be for field testing, collecting samples, etc. The Council may be contacted by the Auditors to complete a Broad Questionnaire and may be contact via telephone or emails. The final item to report was an issue with the Server that is being corrected by rebuilding the system and it will provide for additional features. Ms. Owens concluded by offering to add any items to the website.

Robert Miller began the Public Works Department Report by asking Council Members to contact the City Recorder, Cindy Hughes, regarding attendance at the *Know your Watershed Tour*. Next, he distributed a brochure entitled *the YMCA Day Camp in Eagle Point 2012* (Submission No. 2). He also provided an update on the 3.6MG reservoir and a Request for Proposal for a Pavement Condition Survey.

Chief Thompson began the Police Department Report by addressing the issue of garage sale signs near the Veteran's corner and referenced the James Q. Wilson, Broken Windows Theory. (The **broken windows theory** is a criminological theory.)

Chief Thompson followed by stating the Police Department and Public Works has picked up and removed the signs in the past. It was noted that this is an issue about community pride and the garage sale signs dishonoring the Veteran's Memorial. Much discussion ensued about options and alternatives, such as another location, permits, posting on the website and a bulletin board. All concurred that it would be a good thing to clean up the corner but did not identify a corrective action. Attorney Kellerman suggested the best way to handle this issue is to gain cooperation of property owners and providing enforcement to try to get the message out. Additional discussion followed and in conclusion, Chief Thompson agreed to provide sample ordinances and alternative locations to be discussed at a future meeting.

Other items in the Police Department Report included part-time Code Enforcement by Ben Franco, an update on the traffic radar sign and the cost of covering law enforcement support services for the recent School District 9 strike.

Attorney Kellerman did not make a report.

Mr. Lawrence expressed his appreciation for the hard work in approving the Budget. The next step is a public hearing for adoption of the Budget at the meeting on June 12th. Mr. Lawrence concluded by noting he would attend a meeting at the Medford Water Commission regarding their annual update on System Development Charges (SDCs).

13. INFORMATION.

13.1 As-Built / First Year Monitoring Report, CMP Violation Mitigation: Greenhills Subdivision.

At 8:15 p.m., Mayor Russell recessed the meeting for a short break and opened the Executive Session at 8:20 p.m.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions, and ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection.

Upon conclusion of the business in Executive Session, Mayor Russell closed the Executive Session at 8:26 p.m. and reconvened the Regular meeting.

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15. ADJOURN.

There being no further business, Mayor Russell closed the meeting at 8:26 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor

5/22/2012

ADDITIONAL BILLS

<u>CHECK #</u>	<u>VENDOR</u>	<u>AMOUNT</u>
	ALTERNATE ENERGY SERVICES	\$ 1,150.00
	BIG R	\$ 70.39
	BOB LADUKE CONSTRUCTION	\$ 5,000.00
	DAY WIRELESS SYSTEM	\$ 89.72
	EAGLE POINT LIONS	\$ 45.00
	GOLD HILL HISTORICAL SOCIETY	\$ 10.00
	HAYS OIL COMPANY	\$ 854.50
	HD FOWLER	\$ 7.90
	HGC, INC	\$ 5,000.00
	JACKSON COUNTY OREGON IT DEPARTMENT	\$ 85.00
	NEWMAN TRAFFIC SIGNS	\$ 1,872.50
	OFFICE DEPOT	\$ 264.30
	OFFICE MAX	\$ 35.92
	PACIFIC POWER 33822251-001 2	\$ 11,883.88
	PACIFIC POWER 33822251-002 0	\$ 126.49
	PACIFIC POWER 33822251-003 8	\$ 87.25
	PACIFIC POWER 33822251-004 6	\$ 214.64
	PACIFIC POWER 33822251-015 2	\$ 46.68
	PACIFIC POWER 33822251-019 4	\$ 19.74
	PACIFIC POWER 33822251-021 0	\$ 100.07
	PACIFIC POWER 33822251-023 6	\$ 132.01
	ROGUE VALLEY PUBLIC SERVICE ACADEMY	\$ 55.00
	SPRINT	\$ 176.92
	TEKMANAGEMENT, INC	\$ 77.05
	T-MOBILE	\$ 56.87
	TRAFFIC SAFETY SUPPLY CO, INC	\$ 1,594.24
	TYLER TECHNOLOGIES	\$ 280.00
	UNITED RENTALS, NORTHWEST	\$ 173.04
	US BANK	\$ 2,902.32

GRAND TOTAL \$ 32,411.43

REFUND CHECKS

JONES SHARON	\$ 23.08
OREGON RENEWABLES	\$ 54.33
ERA PRESTIGE HOMES	\$ 33.99
MCKENZIE JUDITH	\$ 9.65
BARTLETT SHERRI	\$ 27.70
NYSTROM RICHARD	\$ 60.00
MILAM LOY	\$ 10.87
JOHNSTON THOMAS	\$ 42.56
ALLEN WILLIAM	\$ 18.87
ALLEN WILLIAM	\$ 35.21

\$ 316.26

City Council Meeting, May 22, 2012

Submission No. 1

Submitted by Melissa Owens, Finance Officer

\$ 32,727.69



DAY CAMP IN EAGLE POINT 2012



NEW! This summer in partnership with the City of Eagle Point the Rogue Valley Family YMCA will be offering 2 weeks of day camp in Eagle Point at the Outback Gym and fields. Each week will be based on a theme and include many activities to keep campers engaged from the time they arrive until they leave. It is important to remember to pack a lunch, swim suit (for water play not swimming), towel, running shoes and water bottle so that your camper can enjoy all of the activities. For youth entering 1st - 6th grade.

July 23-27: SO MANY SPORTS

This week we will be trying out all of the sports we can think of.... soccer, basketball, volleyball, ultimate Frisbee, football, field hockey. This



camp is not just for the jocks as we will still have the chance to create a few art projects as we make our own trophies and even use a basketball as a paint brush.



July 30 - August 3: THE WILD SIDE

Living in the Rogue Valley there are so many animals that surround us everyday! We will be starting with the basics as we get up close and personal with skulls, bones, pelts and maybe even a few living creatures. If you have always wondered why vultures can fly around without even flapping their wings, or why the cougar is the king of our jungle, or what those cute little raccoons are really doing all night then this is the week for you.



SAMPLE DAILY SCHEDULE

9:00 am	Camp Check-in Begins
9:20 am	Morning Snack—provided by YMCA
9:40 am	Camp Kick-off Assembly
10:00 am	Camp Activity Rotation 1
11:00 am	Camp Activity Rotation 2
12:00 noon	Lunch
12:45 pm	All Camp Game
1:30 pm	Camp Activity Rotation 3
2:30 pm	Afternoon Snack—provided by YMCA
3:00 pm	Camp Concludes

The Y Offers all Types of Camps all Summer Long...

Check out www.rvymca.org to learn more about rafting, geocaching, backpacking, basketball, volleyball, soccer, and coastal camps this summer.

To Register and Pay, Visit: CITY OF EAGLE POINT

17 Buchanan Avenue South • Eagle Point, OR 97524
541 826-4212 • www.cityofeaglepoint.org

Questions About the Program: ROGUE VALLEY FAMILY YMCA

522 West Sixth Street • Medford, OR 97501

www.rvymca.org

Contact: Gary Taylor

gtaylor@rvymca.org • 541-772-6295 ext. 207

FEE for Eagle Point location ONLY:

\$50/week

Pre-Qualified Lunch Letter Scholarships

Reduced lunch \$40/week

Free lunch \$30/week

City Council Meeting, May 22, 2012

Submission No. 2

Submitted by Robert Miller, Public Works Dir.