



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JULY 24, 2012

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.
 - 4.1 Jackson County Fire District 3 Presentation of Second Quarter Report - Fire Chief Petersen.
5. PUBLIC HEARINGS.
6. CONSENT CALENDAR.
 - 6.1 Presentation of Regular Meeting Minutes of July 10, 2012.
7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.
8. PRESENTATION OF BILLS TO BE PAID.
9. OLD BUSINESS.
 - 9.1 **Resolution 2012-51** – A Resolution Authorizing a 2012 Community Video Tour Agreement with CGI Communications, Inc., for a Community Video Program.

10. NEW BUSINESS.
 - 10.1 **Resolution 2012-50** – A Resolution Setting Wage Levels for Management Positions for the City of Eagle Point (2012-2013).
 - 10.2 Discussion regarding process for Performance Review for City Administrator.
11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.
12. STAFF REPORTS.
 - 12.1 Police Department Report.
 - 12.2 Financial Report.
 - 12.3 Public Works Department Report.
13. INFORMATION.
 - 13.1 Eagle Point Planning Commission Public Notice.
 - 13.2 Eagle Point Liquor License Renewals for all existing licenses.
 - 13.3 Letter from Michael L. Piels, CPA.
 - 13.4 Donation Request from League of Oregon Cities Foundation.
 - 13.5 Eagle Point's Utility Bill Newsletter dated May 31, 2012.
 - 13.6 Eagle Point's Utility Bill Newsletter dated June 30, 2012.
 - 13.7 Flyer for Jackson Soil & Water Conservation District Bus Tour, July 26, 2012.
 - 13.8 Flyer for Eagle Point's National Night Out, August 7, 2012.
 - 13.9 Flyer for Eagle Point's 2nd Annual Street Dance, August 18, 2012.
 - 13.10 Flyer for Little Butte Creek Watershed Festival, September 15, 2012.
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.
15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.
16. ADJOURN.

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JULY 10, 2012

REGULAR MEETING MINUTES

1. CALL TO ORDER – 7:00 P.M.

Council President Curriston called the meeting to order at 7:00 p.m.

Council Members Present: Alan Curriston, Jonathan Bilden, Wayne Brown, Bill Fierke, Ruth Jenks, and Kathy Sell.

Council Members Absent: Bob Russell.

Staff Members Present: Joe Kellerman, City Attorney; Melissa Owens, Finance Officer; Vern Thompson, Chief of Police; Robert Miller, Public Works Director; and Cindy Hughes, City Recorder.

Guests: Members of the public.

2. FLAG SALUTE AND INVOCATION.

Council President Curriston led the Pledge of Allegiance. Jerry Zieman, President, Eagle Point Senior Center, led the invocation.

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

There were no comments to report.

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 June 26, 2012.

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

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

There were no items considered for removal from the Consent Calendar.

8. PRESENTATION OF BILLS TO BE PAID.

Council President Curriston asked if there were questions regarding the bills to be paid. Additional Bills list (Submission No. 1).

Councilor Jenks and Councilor Sell commended Ms. Owens on the new formatting of the bill list.

There were no further questions or comments and Council President Curriston asked for a motion. Councilor Jenks moved that Council approve the bills as presented including the Additional Bills list. Councilor Bilden seconded the motion. There was no further discussion. Roll call: Bill Fierke, aye; Kathy Sell, aye; Wayne Brown, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Alan Curriston, aye; and Bob Russell, absent. The motion passed unanimously by those present.

9. OLD BUSINESS.

There was no old business to discuss.

10. NEW BUSINESS.

10.1 Discussion regarding opportunity for Community Video Program offered through CGI Communications and National League of Cities.

Council President Curriston announced Item 10.1 on the agenda was a discussion item regarding an opportunity for a Community Video Program offered through CGI Communications (CGI) and National League of Cities. Melissa Owens provided a brief overview about the video production program that CGI offers. Next, she showed two video productions about the City of Central Point. The

videos included a general production about Central Point and healthcare services. There were also videos about education, real estate, and quality of life in Central Point, but they were not shown at the meeting.

Council President Curriston explained that the only drawback they (Economic Development Commission) found was that advertisements were placed in the border around the video production. Some of those advertisements linked to the advertiser's website or video production. Highlights of the discussion included:

- Councilor Jenks asked how CGI would come up with a list of advertisers. Ms. Owens stated they may ask for a list of businesses from the City, and use the phone book and internet. Attorney Kellerman added that the contract did not limit the advertisements to local businesses. Advertisements were controlled by CGI.
- Councilor Jenks asked if the City would have control about the content used to describe the City. Ms. Owens reported the content is completely up to the City. Council President Curriston said the City should pursue including some of its photographs from the 4th of July, Bike Ride and other events.
- Councilor Sell asked if the production could be played on Channel 15. Ms. Owens was not sure but did not think it would be allowed. Attorney Kellerman clarified that the City would not own the video production.
- Councilor Fierke expressed concern about whether or not there would be an issue with having a letter that says the City supports the video production company and to solicit businesses to advertise. Attorney Kellerman agreed.

Attorney Kellerman then provided the following list of concerns about the contract which he had sent to Henry Lawrence, City Administrator, over the weekend:

- The contract period is three years and automatically renews unless a cancellation notice is given 60 days in advance of the end of the three year period. Attorney Kellerman suggested including a flexible cancellation option i.e. a six-month cancellation option.
- Ownership of video.
- Authority to have input over advertising content being displayed. At a minimum, Attorney Kellerman recommended a disclaimer that the advertisement does not reflect the City of Eagle Point.

However, Attorney Kellerman reported Mr. Lawrence had checked out this company very well and Ms. Owens was involved with that research. All of the indications are that good things will result and it won't cost the City anything. Attorney Kellerman agreed they should not push too hard on the contract but restated a disclaimer should be made about the advertisements.

Additionally, the following points or comments were made:

- Advertisement costs range from \$1,000 to \$5,000.
- Consideration of students producing a similar video versus the professional quality of production by CGI.
- Requirement of a link to be on the website. Impact to advertisers and the City if the link were to be pulled from the City's website.
- Councilor Jenks asked more about the termination clause and stated she would like to make this work if we could adjust the termination clause.
- It was noted that the production company would produce the video even if there were no advertisements made.

In conclusion, Council President Curriston asked Council if they would like to see additional videos but they were satisfied. Council President Curriston asked about pursuing negotiations of a contract and noted there were nods all around to pursue the contract. Staff will renegotiate and bring back to Council for approval. About redrafting the contract, Attorney Kellerman stated he would support staff in any way possible.

10.2 **Resolution 2012-49** – A Resolution Authorizing the Acceptance and Use of Privately Donated Funds for Police Equipment in the City of Eagle Point.

Council President Curriston announced **Resolution 2012-49** and asked Chief Thompson for a report. Chief Thompson reported he had been approached by an individual that wanted to provide funding for police equipment that the Police Department did not have. Chief Thompson suggested body-worn cameras be purchased for use in criminal prosecution and officer safety. The equipment provides live streaming to the office, and images are securely and efficiently stored off-site at a cost of about \$6,200 per year.

Council discussed liability issues and there appeared to be none. Attorney Kellerman clarified that the City may accept donations. It was further noted that the donation was anonymous and officers were not informed as to the name of the party donating the funds. The cost is more than the donation amount and funds have been budgeted. There was no additional discussion.

Council President Curriston asked for a motion to approve **Resolution 2012-49**. Councilor Fierke made a motion to approve **Resolution 2012-49** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Kathy Sell, aye; Bill Fierke, aye; Jonathan Bilden, aye; Alan Curriston, aye; and Bob Russell, absent. The motion passed unanimously by those present.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES.

Council President Curriston suggested reports be limited to items pertinent to the City or City Council.

Councilor Brown did not make a report.

Councilor Sell did not make a report.

Council President Curriston reported the Economic Development Commission had met, watched the CGI videos, and made a full endorsement to move forward with it. The Economic Development Commission is continuing to work toward promoting the City. He concluded by noting Ms. Owens has provided some great back-up.

Councilor Jenks referenced an email regarding approval of the Highway Transportation Act. The MPO (Metropolitan Planning Organization) cap of 50,000 remains and the MPO will continue to exist. Grants Pass' interest in joining the MPO will be discussed at the Technical Advisory Committee meeting. Councilor Jenks reported there is a new Council Corner posted on the website.

Councilor Bilden expressed his appreciation to all of the people that worked hard on the 4th of July event.

Councilor Fierke asked Ms. Owens about the review forms for the City Administrator position. Ms. Owens will email the forms to Council and place on the next Council Agenda. Next, he asked Attorney Kellerman about water rights. Attorney Kellerman said he will meet with Mr. Lawrence next week and provide a report at the next Council meeting. Attorney Kellerman noted Mr. Lawrence is coming up to speed quickly.

STAFF REPORTS.

Ms. Owens announced the Council and Commission Meeting Packets are on the website and the 2nd newsletter was sent with the Utility Bill. Next, Ms. Owens reported working on the August Street Dance together with the Community Association and Kathy Sell. The Boy Scouts will be helping again and the food amount will be quadrupled this year. Additionally, Ms. Owens is working toward having the Newsletter and Friday Letter on the website. With regard to Finance, one year is closing and another year starting. More information about the year ending will be provided at the next meeting. Councilor Jenks inquired about the user-friendly modified financial reports. Ms. Owens reported the financial reports will be more in-depth and improvements will continue over the next couple of months.

Rob Miller reported on the Pavement Condition Survey Project, and the Field Survey portion of the project should be completed by the end of the month. With regard to Doggie Stations, Valley Feed purchased four and the City purchased two. Mr. Miller asked if consideration could be given to tactful sponsorship of Doggie Stations. Councilor Bilden and Councilor Jenks verbally agreed if commensurate in size and style, and all others offered nods of agreement.

Mr. Miller also announced Civil West is almost complete with what they can do on triage efforts to the water tank and the leakage is down to two gallons per minute. A report should be available at the next Council Meeting. Additionally, Mr. Miller reported on upcoming pavement work near Hillside Elementary. Councilor Brown asked about walking/jogging access to the Nazarene Church, and whether or not the City could trim some trees or bushes. Councilor Jenks also mentioned baby strollers and wheelchairs being used in the area. Mr. Miller stated they would focus on that area. Attorney Kellerman made a positive comment about the completion of the South Shasta Project. Mr. Miller reported the last steps, a small retaining wall and mailbox area, will be completed within the next couple of weeks.

Chief Thompson reported on the 4th of July Fun Run and Street Fair which was well attended. However, he was concerned about the use of large and illegal fireworks, and reported a small grass fire. Chief Thompson suggested the City consider options about fireworks including banning the use of fireworks on City property, forming a partnership with the School District, stronger enforcement, and a safety video on the City's website. Council President Currison said it would be worth discussing next year and asked Chief Thompson to bring it back up. Councilor Sell mentioned fireworks safety education through Fire District No. 3. Council President Currison also commended Chief Thompson for doing a great job with the garage sale signs and Council agreed.

Attorney Kellerman commended Ms. Hughes on the preparation of Minutes.

Ms. Hughes reported she was continuing to make progress toward becoming a Certified Municipal Clerk. The Oregon Association of Municipal Recordors assigned a mentor, Karen Spoontz, Deputy City Recorder with the City of Medford, to work with Ms. Hughes in obtaining that certification.

12. INFORMATION.

There were no Information Items to discuss.

13. ADJOURN.

There being no further business, Council President Currison closed the meeting at 7:55 p.m.

Respectfully submitted,

Cindy Hughes, City Recorder

ATTEST:

Robert E. Russell, Mayor

BILL LIST
07/24/12

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	AMERICAN WATER WORKS ASSOCIATION	ANNUAL MEMBERSHIP	\$ 339.00
	ARBOR DAY FOUNDATION	ANNUAL MEMBERSHIP	\$ 15.00
	BIG R	SUPPLIES	\$ 194.98
	BUD'S TRACTOR	CLEAN IRRIGATION DITCHES	\$ 1,420.00
	CHARTER BUSINESS	UTILITIES	\$ 37.22
	CITY COUNTY INSURANCE	WORKERS COMP/PROPERTY/LIABILITY	\$ 51,002.07
	COSTCO	SUPPLIES	\$ 26.88
	COSTCO	MEMBERSHIP	\$ 110.00
	DEPARTMENT OF CONSUMER & BUSINESS SERV.	BUILDING CODE SURCHARGE	\$ 745.30
	DEPT. OF ADMINISTRATIVE SERVICES	LEASE VEHICLE	\$ 50.00
	GARY SHIPLEY	PER DIEM FOR CONFERENCE	\$ 56.00
	GENERAL PACIFIC, INC	WATER METERS	\$ 536.69
	H D FOWLER COMPANY	RESERVOIR MAINTENANCE SUPPLIES	\$ 680.00
	HARDEY ENGINEERING & ASSOCIATES, INC	STREET ENGINEERING SERVICES	\$ 2,317.69
	HAYS OIL COMPANY	FUEL	\$ 667.20
	HENRY LAWRENCE	PER DIEM FOR CONFERENCE	\$ 93.00
	HORNECKER, COWLING, HASSEN & HEYSELL, L.L.P	CITY ATTORNEY	\$ 1,598.00
	HUNTER COMMUNICATIONS	UTILITIES	\$ 604.95
	JACKSON COUNTY RECYCLING PARTNERSHIP	MEMBERSHIP JACKSON COUNTY RECYCLING	\$ 1,141.68
	JACKSON COUNTY ROADS ADMINISTRATION	STREET STRIPING	\$ 4,203.10
	MEDFORD WATER COMMISSION	MONTHLY WATER USAGE BILL	\$ 43,021.58
	NEILSON RESEARCH CORPORATION	STORM WATER TESTING	\$ 350.00
	OFFICE MAX	SUPPLIES	\$ 116.74
	OREGON CITY/COUNTY MANAGEMENT ASSOC.	SUMMER CONFERENCE	\$ 28.00
	OREGON DMV	SUSPENSION PACKAGE	\$ 34.50
	PERSONNEL SOURCE, INC	TEMPORARY SERVICES MUSEUM & HARNISH	\$ 2,217.26
	PITNEY BOWES PURCHASE POWER	POSTAGE	\$ 2,039.80
	ROBERT RUSSELL	PER DIEM FOR CONFERENCE	\$ 107.56
	ROGUE SHRED, LLC	SHREDDER BIN	\$ 33.90
	S.O. REGIONAL ECONOMIC DEVELOPMENT	ANNUAL MEMBERSHIP	\$ 515.00
	SOUTHERN OREGON VISITORS ASSOCIATION	ANNUAL MEMBERSHIP	\$ 295.00
	TAURUS POWER & CONTROL, INC	UPGRADES TO PUMP STATION	\$ 1,095.00
	TEHAMA TIRE	AUTO REPAIR	\$ 15.95
	TEKMANAGEMENT, INC	COMPUTER SUPPORT	\$ 514.05
	TYLER TECHNOLOGIES, INC	ONLINE PAYMENT SYSTEM	\$ 280.00
	UPPER ROGUE INDEPENDENT	DESTINATION MAGAZINE AD	\$ 450.00
	US BANK	EMPLOYEE PURCHASING CARDS	\$ 3,224.57
	VERIZON WIRELESS	POLICE WIRELESS SERVICES	\$ 258.06
	VPCI	TECHNICAL SERVICES	\$ 1,320.00
	WCP SOLUTIONS	PARK SUPPLIES/JANITORIAL/PAPER	\$ 443.55
	TOTAL		\$ 122,199.28

REFUND CHECKS

GRUSH THADDEUS	04-2300-03	\$ 25.90
SCHRICK JULIE	19-1100-05	\$ 102.50
HANKS SUSAN	25-3987-06	\$ 22.05
WELLS LON	36-5160-02	\$ 35.09
SOUTHWICK CAMERON/CAROLE	39-0211-03	\$ 11.28

TOTAL		\$ 196.82
GRAND TOTAL		\$ 122,396.10

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

AGENDA STATEMENT

Item Number: 9.1
Meeting Date: July 24, 2012

ITEM TITLE: RESOLUTION 2012-51 - A RESOLUTION AUTHORIZING A 2012 COMMUNITY VIDEO TOUR AGREEMENT WITH CGI COMMUNICATIONS, INC., FOR A COMMUNITY VIDEO PROGRAM.

SUBMITTED BY: Henry Lawrence, City Administrator (541) 826-4212, ext 107

SUMMARY EXPLANATION: CGI Communications, Inc. (CGI), and the City of Eagle Point, desire to enter into a 2012 Community Video Tour Agreement (Agreement) to outline the terms of CGI providing the City with a Community Video Program. Pursuant to the Agreement, CGI will produce a series of videos to showcase various aspects about the City of Eagle Point. Although CGI will own the copyright to the videos, the City will have a license to use them for any purpose as long as it is not selling ads or creating direct income from them. The videos may be shown on public television or in any manner the City chooses to show them. In accordance with the Agreement, the City of Eagle Point assumes no cost or liability for this project. The term of the Agreement is for a period of two years.

FINANCIAL IMPACT:

Resolution: _____ Ordinance: _____ Contract: _____ Other:(specify) _____
Funding Source: _____
APPROVED FOR SUBMITTAL: <u> N/A </u>
City Administrator

STAFF RECOMMENDATION:

At the July 10th Council meeting, the Councilors expressed concern about selected details of the proposed agreement with CGI to produce community videos at no cost to the City. Areas of concern were:

1. Length of the proposed 3-year agreement that did not have an option to cancel before the end of the term.
2. Lack of a disclaimer with regard to advertising that CGI sells and is linked to the videos via the City's website.

3. Language in the City's letter of introduction suggesting that the City should somehow endorse CGI.

Subsequent to the July 10th meeting, the City Administrator addressed the above issues with a CGI representative. They propose the following:

1. A two-year agreement in lieu of three-years. A shorter cancellation provision, such as six months, is inconsistent with the agreements they reach with advertisers. They sign advertising agreements with companies for up to a two year period. A shorter cancellation provision will put them in jeopardy of breaching contracts with advertisers. Moreover, all of the cost risk of producing videos is borne by CGI, and with no cost to the City.
2. The attached Example 1 is a disclaimer they use for another City. When someone clicks on an advertiser's ad, the viewer first gets a screen showing the disclaimer. As an example, go to Darien, CT, at darienct.gov and click on the video link on the right hand side of the website.
3. The attached Example 2 is the City introduction letter which eliminates the last sentence. They concur with this revision.

Although CGI owns the copyright to the 6 videos they produce for us, we have a license to use them for any purpose as long as we are not selling ads or creating direct income from them. We can run the videos on public television or however we choose to use them.

Note that the Agreement, in addition to providing up to 6 videos, allows the City to provide CGI with up to 5 minutes of fresh video per month and they will link it via their server. For example, if we have a special event and want to show a video of it, they will allow space on their server.

The other advantage of linking with CGI is that they operate other services through their parent company. For example, a relocation website for those looking to relocate to another community, is available at relocate.org

BOARD/COMMISSION RECOMMENDATION: Recommended by the Economic Development Commission at their meeting on July 2, 2012.

COUNCIL OPTIONS:

ATTACHMENT:

RESOLUTION NO. 2012-51

A RESOLUTION AUTHORIZING A 2012 COMMUNITY VIDEO TOUR AGREEMENT WITH CGI COMMUNICATIONS, INC., FOR A COMMUNITY VIDEO PROGRAM.

WHEREAS, the City of Eagle Point desires to produce a series of online videos about all our community has to offer residents, visitors, and businesses; and

WHEREAS, CGI Communications, Inc. (CGI), is a leader in online marketing solutions and works with communities and businesses nationwide; and

WHEREAS, CGI and the City of Eagle Point desire to enter into a 2012 Community Video Tour Agreement (Agreement) to outline the terms of CGI providing a Community Video Program; and

WHEREAS, CGI will produce a series of videos to showcase various aspects about the City of Eagle Point; and

WHEREAS, in accordance with the Agreement, the City of Eagle Point assumes no cost or liability for this project; and

WHEREAS, the term of the Agreement is for a period of two years.

Now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLE POINT, OREGON, THAT:

The City Administrator is authorized to enter into a 2012 Community Video Tour Agreement with CGI Communications, Inc.

Passed in open session on the 24th day of July, 2012.

Robert E. Russell, Mayor

ATTEST:

Cindy Hughes, City Recorder

2012 Community Video Tour Agreement

CGI Communications, Inc.
130 East Main Street, 8th Floor
Rochester, NY 14604
(800) 398-3029 phone
(866) 429-8611 fax

2 yr
AGREEMENT

Name: Henry Lawrence
Title: City Administrator
Address: 17 Buchanan Avenue South
City, State, Zip: Eagle Point, OR, 97524
Phone: 541-826-4212 x 107
Email: henry@cityofeaglepoint.org
Website: www.cityofeaglepoint.org

This agreement is between CGI Communications, Inc. and the City of Eagle Point and shall remain in effect from the date it is signed by both parties until the second anniversary of the date that the completed and approved Community Video Program is made available for viewing via a link on the www.cityofeaglepoint.org - website homepage for viewer access. Either party may terminate for just cause. Just cause is defined as either party failing to meet the terms of this agreement. Any termination or modification of this Agreement shall not take effect until the expiration of the current term.

CGI Communications, Inc shall provide a Community Video Program as follows:

- Website Welcome video from your Mayor or other civic leader and an Education, Quality of Life, and Real Estate/Relocation video (approx. 1 minute in duration)
- Up to 2 additional videos to showcase various aspects of your community and/or organization (providing a total of six 1 minute community highlight videos)
- CGI will provide one community organizational chapter to promote charities, non-profits and community development organizations
- Script writing and video content consultation
- A videographer will come to your location to film videos
- All aspects of video production and editing, from raw footage to final video including professional voiceovers and background music
- Final draft of Community Video Program content subject to your approval
- Patented OneClick™ Technology and encoding of all videos into multiple streaming digital formats to play on all computer systems, browsers, and Internet connection speeds; recognized player formats include WindowsMedia® and QuickTime®
- Store and stream all videos on CGI's dedicated server
- Business sponsors allowed on the perimeter of video panels
- Duration of sponsor participation will be two year and CGI Communications is solely responsible for annual sponsorship fulfillment including all related aspects of marketing, production, printing, and distribution
- Viewer access of the Community Video Program from your website shall be facilitated by CGI Communications providing HTML source code for graphic link to be prominently displayed on the www.cityofeaglepoint.org website homepage as follows: "Coming Soon" graphic link designed to coordinate with existing website color theme to be provided within 10 business days of execution of this agreement; "Video Tour" graphic link to be provided to replace the "Coming Soon" link upon completion and approval of videos
- CGI Communications will own copyrights of the master Community Video Program
- The City of Eagle Point will assume no cost or liability for this project

Program Add-On:

- Encoding, hosting, and streaming of additional 5 minutes of video per month. Finished video content will be provided to CGI by the City of Eagle Point
- CGI will provide the City of Eagle Point with a DVD copy to be used for non-commercial purposes only

The City of Eagle Point, OR shall provide the following:

- A letter of introduction for the program on your organization's letterhead
- Assist with the content and script for the Community Video Program
- Agrees to give CGI Communications the right to use organization's name in connection with the preparation, production, and marketing of the program set forth herein only
- Agrees to display the "Coming Soon" graphic link prominently on the www.cityofeaglepoint.org website homepage within 10 business days of receipt of HTML source code
- Agrees to display the "Video Tour" link to be no less than 150 by 400 pixels prominently on the www.cityofeaglepoint.org website homepage for the term of this agreement
- In the event contract signatory changes, the City of Eagle Point agreement shall remain valid until the agreed upon expiration date
- Exclusive streaming video rights for CGI along with any of its parent companies, affiliates, successors and assigns, including but not limited to, eLocalLink, CVN and relocate.org to stream all video content on its/their "Community Video Network"
- The City of Eagle Point represents and warrants that any and all photographs, videos, and other content it submits to us for use in any video or other production does not infringe on any third party's copyrighted material, trademark or other intellectual privacy or publicity rights and shall defend and indemnify us from any such claim or action

This Agreement constitutes the entire agreement of the parties and supersedes any and all prior communications, understandings and agreements, whether oral or written. No modification or claimed waiver of any provision shall be valid except by written amendment signed by the parties herein

We, the undersigned, understand the above information and have full authority to sign this agreement

The City of Eagle Point, OR

Signature:

Name (printed):

Title:

Date:

CGI Communications, Inc.

Signature:

Name (printed): Nicole Rongo

Title: Vice President of Marketing

Date: July 20, 2012

DISCLAIMER EXAMPLE

You are now leaving the website of the Town of Darien, Connecticut.

Click the link below to continue or wait 10 seconds to be transferred to:

Darien, Connecticut Community Videos

We are providing links to this third party website as a convenience and the inclusion does not imply any endorsement, approval, investigation, verification or monitoring by us of any content or information contained within or accessible from the linked site.

**07/24/12 City Council Regular Meeting
Item 9.1 - Example 1**

City LETTER OF INTRO.

Dear Eagle Point Business Owner:

The City of Eagle Point is excited to announce the launch of a new program that we feel will have a significant impact on the promotion of our wonderful community. We have entered into a three year agreement with CGI Communications to produce a series of streaming online videos highlighting all our community has to offer its residents, visitors, and businesses.

CGI is a leader in online marketing solutions, working with thousands of communities and businesses nationwide. With an easily viewable interface on the official city website www.cityofeaglepoint.org their video showcase will engage viewers in learning more about area attractions, economic development opportunities, quality of life, and so much more. The City of Eagle Point is dedicated to highlighting the advantages of living and working in our community, and we feel that this program can do just that!

CGI will be contacting members of our local business community to offer participation in the program, as well as an opportunity to learn more about CGI's innovative new digital media products for businesses. In addition to having exposure on the city's official web site, our videos will be featured on the Community Video Network (CVN), a national online network to assist people relocating nationwide.

We encourage you to consider supporting the program, and learning more about all that CGI has to offer.

Best Regards,

Signatory

Title

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

AGENDA STATEMENT

Item Number: **10.1**

For Meeting Of: **July 24, 2012**

ITEM TITLE: Resolution 2012-50 – A Resolution Setting Wage Levels for Management Positions for the City of Eagle Point for (2012-2013).

SUBMITTED BY: Melissa Owens

CONTACT PERSON/TELEPHONE:

SUMMARY EXPLANATION: We have concluded our labor negotiations and ratified the year 3 wage adjustments with our General Bargaining Unit and Police Bargaining Unit. Both units agreed to a 3% cost of living adjustment. Over the last dozen or so years we have strived to treat all of our employees in a fair and equal manner. Therefore, staff proposes the same 3% cost of living adjustment for the management wage scale as well.

Resolution: Ordinance: Contract: Other: (specify)

APPROVED FOR SUBMITTAL: _____

City Administrator

STAFF RECOMMENDATION: Staff recommends approval of Resolution 2012-50 setting wage levels for management positions.

RESOLUTION 2012-50

A RESOLUTION SETTING WAGE LEVELS FOR MANAGEMENT POSITIONS FOR THE CITY OF EAGLE POINT FOR 2012-2013.

WHEREAS, the City of Eagle Point has entered into discussions with our General Bargaining Unit and have ratified the 3rd year of a 3 year contract with the General Bargaining Unit approving a 3% cost of living adjustment, and

WHEREAS, the City of Eagle Point has entered into discussions with our Police Bargaining Unit and have ratified the 3rd year of a 3 year contract with the Police Bargaining Unit approving a 3% cost of living adjustment, and

WHEREAS, wage adjustments for the bargaining units have historically set the same standard for management employees, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Eagle Point that management employees wages will be increased by a 3% cost of living adjustment as was approved for the General Bargaining Unit and the Police Bargaining Unit. Management employees currently include: Finance Officer, Police Chief, Public Works Director, City Recorder, Public Works Supervisor, and Accounting Supervisor. City Administrator has a separate contract. New wages are reflected in Exhibit A attached.

Adopted by the City Council of the City of Eagle Point this 24TH day of July 2012.

City of Eagle Point, Oregon

Robert E. Russell, Mayor

ATTEST:

Cindy Hughes, City Recorder

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

AGENDA STATEMENT

Item Number: **10.2**

For Meeting Of: **July 24, 2012**

ITEM TITLE: Discussion regarding process for Performance Review for City Administrator.

SUBMITTED BY: Melissa Owens

CONTACT PERSON/TELEPHONE:

SUMMARY EXPLANATION: This is an opportunity for the City Council to discuss the process to be used for the performance evaluation for the City Administrator. It is also an opportunity to discuss evaluation forms to be used for the City Administrator. Henry Lawrence, our City Administrator, started working for the City on March 26, 2012. He will be due for an evaluation by September 26, 2012. Mayor and Council received some example performance evaluation forms that are currently being used by other agencies. Council can choose to use one of the example forms or can create a new form. Council may also want to discuss who will be involved in the evaluation process and the process that will be used.

Resolution: <input checked="" type="checkbox"/>	Ordinance: <input type="checkbox"/>	Contract: <input type="checkbox"/>	Other: (specify)
APPROVED FOR SUBMITTAL: 			City Administrator

STAFF RECOMMENDATION:

EAGLE POINT PD
INCIDENT COUNT
06/01/2012 - 06/30/2012
TOTAL: 654

043	ASSAULT - SIMPLE ASSAULT	5
045	ASSAULT - INTIMIDATION, THREATS, HARRASSMENT	2
047	ASSAULT - RESTRAINING ORDER VIOLATION	3
051	BURGLARY - RESIDENCE	2
052	BURGLARY - BUSINESS	1
063	LARCENY - SHOPLIFTING	7
064	LARCENY - THEFT FROM MOTOR VEHICLE	2
069	LARCENY - ALL OTHER THEFT	7
071	MOTOR VEHICLE THEFT	1
100	COUNTERFEITING/FORGERY	1
114	FRAUD - CREDIT CARD/ATM CARD	1
119	FRAUD - OTHER	3
130	STOLEN PROPERTY	3
140	VANDALISM	22
180	DRUG LAW - VIOLATION	3
210	DUII	1
220	MIP - TOBACCO	1
221	LIQUOR LAW - MIP	1
240	DISORDERLY CONDUCT	5
261	OTHER CRIMES - TRESPASSING	5
268	OTHER CRIMES - GARBAGE/LITTERING	1
270	NON-CRIMINAL DOMESTIC DISTURBANCE	6
280	CURFEW VIOLATION	3
290	RUNAWAY	2
374	MVC NON-INJURY - OTHER MOTOR VEHICLE	2
379	MVC NON-INJURY - OTHER	3

391	TRAFFIC CRIME - HIT & RUN MISDEMEANOR	1
512	CUSTODY - DETOX	2
530	OTHER AGENCY - VEHICLE RECOVERED FOR	1
550	FUGITIVE	4
561	MISSING PERSON	2
563	MISSING PERSON - LOST CHILD/10 YRS OR UNDER	2
571	ROUTINE DEATH - MALE ADULT	2
600	ANIMAL PROBLEM	36
611	PROPERTY - LOST	1
612	PROPERTY - FOUND	7
620	ABANDONED AUTO	3
661	ASSIST - PUBLIC	144
662	ASSIST - LAW ENFORCEMENT AGENCY	43
663	ASSIST - GOVERNMENT AGENCY	83
690	UNSECURE PREMISE	5
700	SUSPICIOUS	67
710	PUBLIC SAFETY	2
730	DISTURBANCE/NOISE	36
750	SICK CARED FOR	19
770	TRAFFIC/ROADS	37
780	CIVIL COMPLAINT	9
812	ALARM - FALSE	15
974	COUNTY/CITY ORDINANCE	40

TOTAL: 654