



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

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

**JANUARY 8, 2013**

## **REGULAR MEETING AGENDA**

1. CALL TO ORDER – 7:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. OATHS OF OFFICE
  - 3.1 Oath of Office of Bob Russell as Mayor.
  - 3.2 Oaths of Office of C. Wayne Brown, William Fierke, and Aaron Prunty as City Councilors.
4. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
7. CONSENT CALENDAR
  - 7.1 Presentation of Regular Meeting Minutes of December 11, 2012.
8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
9. PRESENTATION OF BILLS TO BE PAID
10. OLD BUSINESS
11. NEW BUSINESS
  - 11.1 Election of Council President.

- 11.2 Appointment of Parliamentarian.
- 11.3 Appointment of Sergeant at Arms.
- 11.4 Appointment of Council liaisons to area commissions and boards.
  - 11.4.1 Eagle Point Economic Development Commission
  - 11.4.2 Eagle Point Parks and Recreation Commission
  - 11.4.3 Eagle Point Planning Commission
  - 11.4.4 Jackson County School District No. 9
  - 11.4.5 Medford Water Commission
  - 11.4.6 Rogue Valley Area Commission on Transportation (RVACT)
  - 11.4.7 Rogue Valley Council of Governments (RVCOG)
  - 11.4.8 Rogue Valley Metropolitan Planning Organization (MPO)
  - 11.4.9 Rogue Valley Sewer Services (RVSS)
  - 11.4.10 Southern Oregon Regional Economic Development Inc. (SORED)
- 11.5 Resolution No. 2013-01. A Resolution designating City Officials and City Staff to sign checks for the City of Eagle Point's bank accounts and rescinding Resolution No. 2012-23.
- 11.6 Resolution No. 2013-02. A Resolution adopting the City of Eagle Point's Representation in the updates to the Jackson County Multi-Jurisdictional Natural Hazards Mitigation Plan.
- 11.7 Resolution No. 2013-03. A Resolution adopting the National Incident Management System (NIMS) as the foundation for the Incident Command, Coordination, and support activities, and establishing a policy that the City of Eagle Point will provide appropriate training for responsible personnel.
- 11.8 Resolution No. 2013-04. A Resolution delegating to the City Administrator and City Attorney, authority to execute a purchase and sale agreement, and all escrow closing documents, with Nancy Davidson for purchase of approximately 1.08 acres, commonly referred to as 751 S. Shasta Avenue, to be used for access to the future Lucas Park.

12. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

13. STAFF REPORTS

14. INFORMATION

15. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(e), To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

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

**DECEMBER 11, 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, Wayne Brown, Bill Fierke, Ruth Jenks and Kathy Sell.

Council Members Absent: Alan Curriston and Jonathan Bilden.

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

Guests: Bernard Grossman, Diane Mihocko, and Millie Wewerka, Planning Commissioners; Lynn Scott and Aaron Prunty, Parks and Recreation Commissioners; Gary Leaming, Jayne Randleman, and Jason Sheadel with the Oregon Department of Transportation (ODOT); and members of the public and press.

### **2. FLAG SALUTE AND INVOCATION**

Councilor Fierke 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**

Helen Wolgamott of Eagle Point provided information about the placing of wreaths at the covered bridge on December 9<sup>th</sup>. The Chamber of Commerce sponsors the event and the wreaths are made by the Eagle Point Future Farmers of America (FFA) students. A wreath will also be made for the Harnish Wayside Park. Mrs. Wolgamott expressed her

appreciation for the recent bulb planting in the City. Later in the meeting, she announced the annual bird count wherein citizens would be out with binoculars, counting birds within the City and Jackson County.

#### 4. PRESENTATIONS

##### 4.1 Presentation regarding improvements to Highway 62 by Jayne Randleman, Oregon Department of Transportation (ODOT).

Gary Leaming, Public Affairs Specialist with the Oregon Department of Transportation, introduced Jayne Randleman as the Project Leader, and Jason Sheadel, the Project Engineer. Sean Daw with ODOT was in attendance as a resident and will be the Construction Engineer on the project.

Mr. Leaming provided a PowerPoint presentation (Submission No. 1) on the Highway 62 project. The construction phase of the project is scheduled to begin this summer (2013) and will be conducted from 7:00 p.m. to 7:00 a.m. to reduce the impact to traffic and expedite construction. The project will improve the pavement and include many safety features such as safer turn lanes, widening portions of the highway, adding a guardrail near Ball Road, and some mailboxes will be relocated for safer access. The approximate budget on the project is \$4M. The project began in 2011 with the design phase and will go to bid on May 9<sup>th</sup>. The construction phase is projected to begin in July, 2013 and be completed by October, 2013. It was also noted that the contractor would be given sixty days to complete construction.

Jason Sheadel explained the plan for staging construction efforts including road closures, detours and removal of the island at Barton Road. Mr. Leaming went on to explain that notice had been given to area agencies and residents to keep them informed about the project. A website will be available for citizens to get up to date information about the project.

Mr. Leaming requested a variance on the City's noise ordinance and Henry Lawrence, City Administrator, reported he will be working closely with ODOT on this request. Extra effort will be made to provide as much notice as possible to the residents that will be the most impacted by the project. Robert Miller, Public Works Director, will also work closely with ODOT and notify residents about the project. Mike Upston, Planning Director, agreed that noticing the public is very important.

Additional discussion about the project included:

- The refuge lane on Barton Road, expansion and increase of traffic.
- Project detour using Crystal and notification to residents.

**City of Eagle Point  
City Council Meeting Minutes  
December 11, 2012  
Page 3 of 8**

- Notification to surrounding areas such as Prospect, Shady Cove, Crater Lake and Diamond Lake.

5. PUBLIC HEARINGS

There were no public hearings.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of November 27, 2012.

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

Mayor Russell asked if there were any questions about the bills to be paid including the Additional Bills List (Submission No. 2). Councilors Jenks and Sell inquired about the traffic safety supply charge. Mr. Miller responded it was for signage and posts that were scheduled for replacement.

Mayor Russell asked for a motion. Councilor Jenks made a motion for the Council to approve the bills as presented including the Additional Bills List. Councilor Sell seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Kathy Sell, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, 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 Parks and Recreation Commission recommendations for Lucas Park – Robert Miller, Public Works Director.

Mr. Miller explained that the Parks and Recreation Commission held several discussions and meetings regarding Lucas Park over the last eight months. Public input has been requested and received. One initial primary concern from residents was about a trail which has since been reconfigured into a more acceptable location. Mr. Miller reported overall strong public support for passive use. Parking was an area of public concern but the proposed parking area in a cul-de-sac was well received. Councilors Fierke and Jenks expressed concern about parking and traffic. Mayor Russell also expressed concern about park access but remained open about the park.

Parks and Recreation Commissioners Lynn Scott and Aaron Prunty were in attendance and available for questions or comments. Chairperson Scott explained that the Commission had developed a conceptual park plan without including plans for the Shasta parking access as that was not an area they were to address. Additionally, the Commission identified the cul-de-sac parking as an option to get the park started. Commissioner Prunty added that most of the residents in the area expect a park to be developed and would be very disappointed if it is not developed. Discussion ensued about park development and access. It was determined that the current park plan is satisfactory and would not be redesigned if future access becomes available from Shasta. Restrooms were also discussed and planned to be included in Phase 3.

A discussion followed about whether or not additional public meetings should be held to receive more public comment. Council determined they would like an informational packet with a park plan design and financial estimate at the Council meeting on January 8, 2013. If the Council is satisfied with the information, the item will be placed on the agenda for the Parks and Recreation Commission meeting on January 17<sup>th</sup> to receive additional public input. Following that meeting, it will be presented to the Council for approval on January 22, 2013.

- 10.2 Resolution No. 2012-69. A Resolution Cancelling the December 25, 2012 Regular Meeting of the Eagle Point City Council and authorizing Staff to pay the bills for the remainder of December, 2012.

Melissa Owens, Finance Officer, explained the Resolution is two-fold in that it cancels the December 25th Regular Meeting of the Eagle Point City Council and authorizes staff to pay the bills through the end of 2012.

Mayor Russell asked for a motion to approve **Resolution No. 2012-69**. Councilor Jenks made a motion to approve **Resolution No. 2012-69** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell,

aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2012-70. A Resolution accepting the Abstract of Votes regarding the ballots cast in the State of Oregon General Election Held Tuesday, November 6, 2012, regarding Candidates for City of Eagle Point Offices; and directing the City Recorder to issue Certificates of Election.

Cindy Hughes, City Recorder and the City's Elections Officer, explained that by State law, following each election the Jackson County Clerk prepares and mails an Abstract of Votes to the Elections Officer. Approval of Resolution No. 2012-70, will formally accept the Abstract of Votes and directs the City's Elections Officer to prepare and deliver a Certificate of Election to each qualified candidate having the most votes for election.

Mayor Russell asked for a motion to approve **Resolution No. 2012-70**. Councilor Sell made a motion to approve **Resolution No. 2012-70** and Councilor Jenks seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2012-71. A Resolution reappointing Jonathan Bilden and Janet Siedlecki to the Economic Development Commission.

Mayor Russell announced his selection of Jonathan Bilden and Janet Siedlecki for reappointment to the Economic Development Commission and asked for the Council's concurrence. Approval of Resolution No. 2012-71 reappoints Councilor Bilden to serve as the non-voting City Council Liaison Member to the Economic Development Commission from January 1st through December 31, 2013; and Commissioner Janet Siedlecki to a three-year term beginning January 1, 2013 through December 31, 2015.

Mayor Russell asked for a motion to approve **Resolution No. 2012-71**. Councilor Fierke made a motion to approve **Resolution No. 2012-71** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.5 Resolution No. 2012-72. A Resolution Reappointing Three Planning Commissioners to the Eagle Point Planning Commission.

Mayor Russell announced his selection of Dianne Mihocko, Bernard Grossman, and Millie Wewerka for reappointment to the Planning Commission and asked for the Council's concurrence. Each Commissioner was selected for reappointment to serve new, full four-year terms beginning on February 1, 2013 and ending on January 31, 2017.

A brief discussion followed about the appointment process which is in accordance with the City Charter. It was further noted that the Mayor has the authority and responsibility to make appointments.

Mayor Russell asked for a motion to approve **Resolution No. 2012-72**. Councilor Jenks made a motion to approve **Resolution No. 2012-72** and Councilor Fierke seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

- 10.6 Resolution No. 2012-73. A Resolution authorizing the Mayor of Eagle Point to sign on behalf of the City Council its recommendation to the Oregon Liquor Control Commission to grant a Change of Ownership for two Liquor License Applications for Southern Oregon Elmer's, LLC.

Chief Thompson noted this item was self-explanatory and there had not been many calls to these locations and no reason to withhold approval of the Resolution. A brief discussion followed regarding the name of the businesses and Attorney Kellerman reported the business name of Purple Parrot will remain the same.

Mayor Russell asked for a motion to approve **Resolution No. 2012-73**. Councilor Sell made a motion to approve **Resolution No. 2012-73** and Councilor Fierke seconded the motion. There was no further discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Kathy Sell, aye; Bob Russell, aye; Jonathan Bilden, absent; and Alan Curriston, absent. The motion passed unanimously by those present.

## 11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported there had not been a School Board Meeting since the last Council meeting; however, he had attended a Compact Advisory Committee meeting in which goals and measurements were discussed.

Councilor Jenks did not make a report.

Councilor Brown did not make a report.



Councilor Sell reported on the Santa Shop. Participation has been very good with generous donations from the Women's Club and Medford Gun Club.

Mayor Russell complimented staff for their efforts and coordination of the freshly painted walls at City Hall. Further, he reported on the tree lighting ceremony and commended the Community Association and all of the volunteers for their hard work. Mayor Russell also spoke about the new green bag food program that picks up donations from Eagle Point citizens at their doorstep every other month. All of the donated food items are redistributed within Eagle Point. Additionally, Mayor Russell reported recently attending a Medford City Council meeting with Henry Lawrence. An item of interest on that agenda was the Medford Water Commission.

## 12. STAFF REPORTS

Mike Upston, Principal Planner, reported the fourth Transit Study Stakeholders Meeting was scheduled for the following day and would focus on service alternatives and routes.

Melissa Owens, Finance Officer, reported on the efforts related to preparation of painting City Hall. Staff packed, reorganized, and cleaned their areas while keeping everything running. She also commended Henry Lawrence for giving up his weekend and supervising the project.

Robert Miller, Public Works Director, spoke about a grant for the Lynn Road project which has not been awarded yet. He followed up on questions from the last meeting regarding the bill for Neilson Research Corporation and whether or not it included monthly testing of the water system. Ten samples of drinking water are taken monthly and were included on the bill. Ditch water samples are also taken but not when there is a high amount of rainwater. Additionally, he is working on pursuing a no parking designation for a bus stop on South Shasta and will bring that forward at an upcoming Council meeting. Mr. Miller acknowledged Public Works staff and temporary employees for their help in preparing for the painting project.

Chief Thompson announced over 50 applications had been received for entry level police testing, of which several were lateral applicants. Accreditation of the Police Department, occurring every three years, was scheduled for the week as well as preparation for painting.

Attorney Kellerman did not provide a report but wished everyone a happy holiday season.

Mr. Lawrence wished the Council a Merry Christmas. He also noted the new Council will be sworn in on January 8<sup>th</sup>.

**City of Eagle Point  
City Council Meeting Minutes  
December 11, 2012  
Page 8 of 8**

Ms. Hughes announced the codification process was nearly complete. With regard to commission appointments, the upcoming vacancies on the Parks and Recreation Commission have been advertised in the Upper Rogue Independent and on the City's website.

13. INFORMATION

The information item was not discussed.

At 8:28 p.m., Mayor Russell recessed the meeting for a short break and announced that representatives of the news media and designated staff would be allowed to attend the Executive Session. All other members of the audience would be asked to leave the room and welcomed back afterwards, but no regular business was scheduled after the Executive Session.

14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h), To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 8:33 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(h). Following discussion, Mayor Russell closed the Executive Session at 8:55 p.m.

15. ADJOURN

There being no further business for the Eagle Point City Council meeting of December 11, 2012, Mayor Russell closed the meeting at 8:56 p.m.

Respectfully submitted,

---

Cindy Hughes, City Recorder

ATTEST:

---

Robert E. Russell, Mayor

**BILL LIST**  
**12/27/2012**

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	AMERITITLE	PROPERTY ACQUISITION	\$ 1,000.00
	BEAVER TREE SERVICE, INC	TREE REMOVAL - PONDEROSA PARK	\$ 400.00
	BIG R	AUTOMOBILE REPAIR/MAINTENANCE	\$ 372.90
	BULLFROG ENTERPRISES	ANNUAL SERVICE CONTRACT	\$ 1,740.00
	CENTRAL VALLEY EXCAVATION	STREET MAIN./REPAIR- MAIN STREET SHOULDER	\$ 1,300.00
	CHARTER COMMUNICATION	UTILITY	\$ 37.22
	COSTCO WHOLESALE PROGRAM	OFFICE SUPPLIES	\$ 48.13
	FERGUSON WATERWORKS	STREET SUPPLIES	\$ 1,335.20
	GENERAL PACIFIC, INC	WATER METERS/SUPPLIES	\$ 2,145.44
	HARDCASTLES	TRAILER	\$ 1,795.00
	HARDEY ENGINEERING & ASSOCIATES, INC	VA CEMETERY WATER MAIN - LINN RD GRANT ATTACHMENTS	\$ 1,766.10
	HAYS OIL	FUEL	\$ 1,367.02
	HORNECKER, COWLING, HASSEN & HEYSELL, LLP	CITY ATTORNEY - GENERAL BUSINESS	\$ 2,584.00
	HUNTER COMMUNICATION	UTILITY	\$ 604.95
	JB PUMP SERVICE	PUMP REPAIR & MAINTENANCE	\$ 278.61
	LITTLE BUTTE IRRIGATION CO	BUCHANAN DITCH - FARGO	\$ 183.00
	OAMR MEMBERSHIP DUES 2013	2013 OAMR MEMBERSHIP DUES	\$ 50.00
	OFFICE DEPOT	OFFICE SUPPLIES	\$ 106.46
	OFFICE MAX	OFFICE SUPPLIES	\$ 207.87
	OREGON CITY PLANNING DIRECTORS ASSOCIATION	ANNUAL MEMBERSHIP	\$ 70.00
	OREGON DMV	MUNICIPAL COURT-SUSPENSION PACKAGE	\$ 11.50
	OREGON MAYORS ASSOCIATION	2013 OMA MEMBERSHIP DUES	\$ 120.00
	OREGON WATER RESOURCES	APPLICATION FEE	\$ 755.00
	PACIFIC POWER - 0012	UTILITY	\$ 12,803.21
	PACIFIC POWER - 0020	UTILITY	\$ 220.86
	PACIFIC POWER - 0038	UTILITY	\$ 158.46
	PACIFIC POWER - 0046	UTILITY	\$ 348.75
	PACIFIC POWER - 0152	UTILITY	\$ 97.27
	PACIFIC POWER - 0160	UTILITY	\$ 270.76
	PACIFIC POWER - 0194	UTILITY	\$ 19.83
	PACIFIC POWER - 0210	UTILITY	\$ 253.87
	PACIFIC POWER - 0228	UTILITY	\$ 75.75
	PACIFIC POWER - 0236	UTILITY	\$ 49.75
	PERSONNEL SOURCE, INC	TEMPORARY SERVICES 2 WEEKS	\$ 3,576.51
	PITNEY BOWES PURCHASE POWER	POSTAGE	\$ 1,000.00
	QUALITY FENCE CO.	SOUTH SHASTA MAILBOXES	\$ 345.00
	ROGUE SHRED	UTILITY	\$ 33.90
	SENSATIONAL SWEETS	PARKS AND REC MEETING	\$ 10.90
	SOUTHERN OREGON TROPHY	NAME PLATES	\$ 16.00
	SPRINT	UTILITY	\$ 126.92
	SUPERIOR STAMP & SIGN. COM	NOTARY SEAL	\$ 35.00
	T-MOBILE	UTILITY	\$ 56.79
	UPPER ROGUE INDEPENDENT	ADVERTISING	\$ 300.50
	US BANK	CREDIT CARD	\$ 2,986.90
	VERIZON WIRELESS	UTILITY	\$ 240.12
			<b>\$ 41,305.45</b>
<b><u>REFUND CHECKS</u></b>			
	DUDLEY PERRY		\$ 13.14
	EDWARD DOLIN		\$ 43.42
	GHENA CAROLYN		\$ 158.57
	MESKE CARLY		\$ 35.38
	PONDER TEUKA		\$ 29.40
	PUTNAM ADAM		\$ 41.97
	REEDER HOMES		\$ 32.51
	SHELTON TERENCE		\$ 33.87
	SHIELDS MIKE/CHERIE		\$ 30.00
	SOUTHERN TREND BUILDERS		\$ 52.45
	TURNER DOREEN		\$ 23.19
			<b>\$ 493.90</b>
<b><u>GRAND TOTAL</u></b>			<b>\$ 41,799.35</b>

**BILL LIST**  
**01/08/2013**

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	ALADDIN LOCK & SAFE, INC	REKEY CITY FACILITIES	\$ 1,694.50
	ALSCO 000556	JANITORIAL SUPPLIES - PUBLIC WORKS	\$ 294.29
	ALSCO 004564	JANITORIAL SUPPLIES - CITY HALL	\$ 269.12
	AVISTA 000163030	UTILITY	\$ 238.86
	AVISTA 000188273	UTILITY	\$ 374.85
	AVISTA 130069414	UTILITY	\$ 430.26
	AVISTA 690085486	UTILITY	\$ 9.18
	AVISTA 770085486	UTILITY	\$ 277.13
	BENTON COUNTY INFOR. RESOURCES MGMT	POLICE RECORDS HOSTING 7/1/2011 - 12/31/12	\$ 450.00
	CENTURY LINK	UTILITY	\$ 1,084.00
	CINDY HUGHES	TRAVEL & TRAINING	\$ 272.00
	CIVIL WEST ENGINEERING SERVICES, INC	WATER MASTER PLAN	\$ 15,187.96
	CLARA PALOMARES	ASHPOLE REFUND	\$ 150.00
	COMMUNITY NEWSPAPERS PORTLAND TRIBUNE	MISC. ADVERTISING	\$ 750.00
	DAY WIRELESS SYSTEM	REPROGRAM RADIO TO NARROW BAND WIDTH	\$ 1,905.76
	EAGLE POINT HARDWARE	EQUIP. RENTAL- BUILDING SUPPLIES - SMALL TOOLS	\$ 99.95
	ECONOMY PLYWOOD & BLDG SUPPLY CO	MATERIALS - MUSEUM TRELIS	\$ 294.39
	ECSO, INC	EMERGENCY COMMUNICATION	\$ 29,362.38
	ERIK GLATTE	COURT - JUDGE DECEMBER	\$ 400.00
	HAYS OIL COMPANY	FUEL	\$ 730.48
	HERMAN MILLER WORKPLACE RESOURCE	CITY HALL IMPROVEMENTS	\$ 1,241.06
	JOHN BLACKHURST	COURT - JUDGE DECEMBER	\$ 400.00
	JOHNNY CAT INCORPORATED	GRAVEL	\$ 708.22
	LEAGUE OF OREGON CITIES	TRAINING	\$ 150.00
	MEDFORD IRRIGATION DISTRICT	ANNUAL WATER RIGHTS MAINTENANCE	\$ 15,494.21
	MEDFORD WATER COMMISSION	DECEMBER WATER USAGE	\$ 15,308.24
	NEILSON RESEARCH CORPORATION	WATER SAMPLE TESTING	\$ 450.00
	OWEN EQUIPMENT	SWEEPER PARTS	\$ 368.80
	PERSONNEL SOURCE, INC	TEMPORARY SERVICES- HARNISH/PW/MUSEUM/CODE ENF.	\$ 1,459.52
	ROGUE SHRED, LLC	UTILITY	\$ 33.90
	ROGUE VALLEY COUNCIL OF GOVERNMENTS	MAP LINES	\$ 27.50
	SOS ALARM	SECURITY SYSTEM - MUSEUM	\$ 46.00
	SOUTHERN OREGON SANITATION, INC	UTILITY	\$ 500.00
	SYNERGY RESOURCES	COPIER LEASE	\$ 406.18
	TYLER TECHNOLOGIES	HOST ONLINE RECORDS	\$ 280.00
	US CELLULAR 954746875	UTILITY	\$ 755.48
	WCP SOLUTIONS	OFFICE SUPPLIES	\$ 292.00
	WELBURN ELECTRIC, INC	JUDGE STEWART - LIGHTING REPAIR	\$ 190.18
			<b>\$ 92,386.40</b>

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

**AGENDA STATEMENT**

**Item Number:** 11.5

**Meeting Date:** January 8, 2013

ITEM TITLE: Resolution No. 2013-01. A Resolution designating City Officials and City Staff to sign checks for the City of Eagle Point's bank accounts and rescinding Resolution No. 2012-23.

SUBMITTED BY: Melissa Owens, Finance Officer

CONTACT PERSON/TELEPHONE: Melissa Owens, Telephone (541) 826-4212 ext. 104

SUMMARY EXPLANATION: In accordance with the City of Eagle Point Charter of 1997, the Mayor (or the Council President or Council member in the Mayor's absence) shall sign all orders on the City treasury and the City Administrator shall countersign all orders on the City treasury.

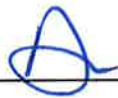
However, banking institutes require the City to authorize by Resolution, the City officials and employees who are authorized to sign checks on behalf of the City. Resolution No. 2012-23 dated March 27, 2012, previously designated and authorized specific individuals to sign checks on behalf of the City of Eagle Point but since that time, one or more changes to the list has occurred. To meet the requirements of banking institutes, the new list of individuals shown on Resolution No. 2013-01 should be authorized to sign checks for the City of Eagle Point's bank accounts.

Resolution No. 2012-23 should be rescinded as it contains outdated information.

**Resolution:** 2013-01 **Ordinance:** \_\_\_\_\_ **Contract:** \_\_\_\_\_ **Other:** \_\_\_\_\_ (specify)

**Funding Source:** None Required

**APPROVED FOR SUBMITTAL:** \_\_\_\_\_

 1/8/13

City Administrator

**STAFF RECOMMENDATION:** Approval of Resolution No. 2013-01.

**BOARD/COMMISSION RECOMMENDATION:**

**COUNCIL ACTION:**

**RESOLUTION NO. 2013-01**

**A RESOLUTION AUTHORIZING DESIGNATED CITY OFFICIALS AND CITY STAFF TO SIGN CHECKS FOR THE CITY OF EAGLE POINT'S BANK ACCOUNTS AND RESCINDING RESOLUTION NO. 2012-23.**

**WHEREAS**, in accordance with the City of Eagle Point Charter of 1997, the Mayor (or the Council President or Council member in the Mayor's absence) shall sign all orders on the City treasury and the City Administrator shall countersign all orders on the City treasury; and

**WHEREAS**, banking institutes require the City to authorize by Resolution, the City officials and employees who are authorized to sign checks on behalf of the City; and

**WHEREAS**, the City of Eagle Point, Resolution No. 2012-23 dated March 27, 2012, previously designated and authorized specific individuals to sign checks on behalf of the City of Eagle Point; and

**WHEREAS**, since that time, one or more changes to the list of individuals designated to sign checks for the City of Eagle Point's bank accounts has occurred; and

**WHEREAS**, to meet the requirements of banking institutes, the new list of individuals shown below should be authorized to sign checks for the City of Eagle Point's bank accounts; and

**WHEREAS**, Resolution No. 2012-23 should be rescinded as it contains outdated information.

Now, therefore,

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

1. The following individuals are authorized to sign checks drawn on the City of Eagle Point's bank accounts:

\_\_\_\_\_  
Mayor – Robert Russell

\_\_\_\_\_  
Council President - \_\_\_\_\_

\_\_\_\_\_  
City Administrator – Henry Lawrence

\_\_\_\_\_  
Finance Officer – Melissa Owens

2. The City of Eagle Point, Resolution No. 2012-23 dated March 27, 2012, is hereby rescinded.

Passed in open session on the 8th day of January, 2013.

---

Robert E. Russell, Mayor

ATTEST:

---

Cindy Hughes, City Recorder

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

**AGENDA STATEMENT**

**Item Number:** 11.6

**Meeting Date:** January 8, 2013

**ITEM TITLE:** Resolution No. 2013-02. A Resolution Adopting the City of Eagle Point's Representation in the updates to the Jackson County Multi-Jurisdictional Natural Hazards Mitigation Plan.

**SUBMITTED BY:** Chief Vern Thompson

**CONTACT PERSON/TELEPHONE:** Chief Vern Thompson, Telephone (541) 826-4212


**SUMMARY EXPLANATION:** The City of Eagle Point has participated in a Federal Emergency Management Agency (FEMA) mitigation planning process to reduce the potential harm to people, property, and infrastructure from future natural hazard occurrences. The City has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate vulnerabilities of the City to impacts of future disasters within Jackson County.

The mitigation process resulted in the development of a Multi-Jurisdictional Natural Hazard Mitigation Plan that has been prepared for approval and consideration with FEMA, Region 10 officials, and has been pre-approved. An adoption Resolution is required for submission to the Oregon Office of Emergency Management and FEMA for final approval of the Jackson County Multi-Jurisdictional Natural Hazards Plan.

**Resolution:** 2013-02 **Ordinance:** \_\_\_\_\_ **Contract:** \_\_\_\_\_ **Other:** \_\_\_(specify)

**Funding Source:** None Required

**APPROVED FOR SUBMITTAL:**

 1/3/13

City Administrator

**STAFF RECOMMENDATION:** Approval of Resolution No. 2013-02.

**BOARD/COMMISSION RECOMMENDATION:**

**COUNCIL ACTION:**



**RESOLUTION NO. 2013-02**

**A RESOLUTION ADOPTING THE CITY OF EAGLE POINT'S REPRESENTATION IN THE UPDATES TO THE JACKSON COUNTY MULTI-JURISDICTIONAL NATURAL HAZARDS MITIGATION PLAN.**

**WHEREAS**, the City of Eagle Point recognizes the threat that natural hazards pose to people, property and infrastructure within our community; and

**WHEREAS**, undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences; and

**WHEREAS**, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

**WHEREAS**, the City of Eagle Point has fully participated in the FEMA prescribed mitigation planning process to prepare the Jackson County Multi-Jurisdictional Natural Hazard Mitigation Plan, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

**WHEREAS**, the City of Eagle Point has identified natural hazard risks and prioritized a number of proposed actions and programs needed to mitigate the vulnerabilities of the City of Eagle Point to the impacts of future disasters within the Jackson County Multi-Jurisdictional Natural Hazard Mitigation Plan; and

**WHEREAS**, these proposed projects and programs have been incorporated into the Jackson County Multi-Jurisdictional Natural Hazard Mitigation Plan that has been prepared and promulgated for consideration and implementation by the cities of Jackson County; and

**WHEREAS**, the Oregon Office of Emergency Management and Federal Emergency Management Agency, Region X officials have reviewed the Jackson County Multi-Jurisdictional Natural Hazard Mitigation Plan and pre-approved it (dated, December 3, 2012) contingent upon this official adoption of the participating governments and entities.

**Now, therefore,**

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

1. The City of Eagle Point adopts the Jackson County Multi-Jurisdictional Natural Hazards Mitigation Plan as an official plan.

2. The City of Eagle Point will submit this Resolution to the Oregon Office of Emergency Management and Federal Emergency Management Agency, Region X officials to enable final approval of the Jackson County Multi-Jurisdictional Natural Hazards Mitigation Plan.

Passed in open session on the 8th day of January, 2013.

---

Robert E. Russell, Mayor

ATTEST:

---

Cindy Hughes, City Recorder

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

**AGENDA STATEMENT**

**Item Number:** 11.7

**Meeting Date:** January 8, 2013

**ITEM TITLE:** Resolution No. 2013-03. A Resolution Adopting the National Incident Management System (NIMS) as the foundation for the Incident Command, Coordination, and support activities, and establishing a policy that the City of Eagle Point will provide appropriate training for responsible personnel.

**SUBMITTED BY:** Chief Vern Thompson

**CONTACT PERSON/TELEPHONE:** Chief Vern Thompson, Telephone (541) 826-4212

**SUMMARY EXPLANATION:** The City of Eagle Point is responsible to respond to and recover from major emergencies and disasters. The coordination, management, and integration of professionally trained public and private personnel and resources requires the use of the Incident Command System to provide a coordinated response among all disciplines and levels of government to manage major emergencies.

The National Incident Management System is the foundation for incident command, coordination and support activities, and will improve the City's ability to manage natural and man-made disasters. Formal adoption of NIMS is requires for the City's Emergency Operations Plan and any future federal preparedness grants and funding.

**Resolution:** 2013-03 **Ordinance:** \_\_\_\_ **Contract:** \_\_\_\_ **Other:** \_\_ (specify)

**Funding Source:** None Required

**APPROVED FOR SUBMITTAL:** \_\_\_\_\_

*A* 1/4/13

City Administrator

**STAFF RECOMMENDATION:** Approval of Resolution No. 2013-03.

**BOARD/COMMISSION RECOMMENDATION:**

**COUNCIL ACTION:**

**RESOLUTION NO. 2013-03**

**A RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE FOUNDATION FOR THE INCIDENT COMMAND, COORDINATION, AND SUPPORT ACTIVITIES, AND ESTABLISHING A POLICY THAT THE CITY OF EAGLE POINT WILL PROVIDE APPROPRIATE TRAINING FOR RESPONSIBLE PERSONNEL.**

**WHEREAS**, response to and recovery from major emergencies and disasters requires integrated professional management and coordination; and

**WHEREAS**, the President of the United States of America directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS) to standardize and enhance incident management procedures nationwide; and

**WHEREAS**, the National Incident Management System provides a structure and process to effectively coordinate responders from multiple disciplines and levels of government and to integrate them with resources from the private sector and non-governmental organizations; and

**WHEREAS**, use of the National Incident Management System, which has as a key component the Incident Command System (ICS), will improve the City of Eagle Point's ability to manage major emergencies and disasters; and

**WHEREAS**, it is also recommended that the City of Eagle Point provide appropriate training on the National Incident Management System and its core components to personnel responsible for managing and/or supporting major emergency and disaster operations.

**WHEREAS**, failure to adopt and use the National Incident Management System may preclude the City of Eagle Point from receiving federal preparedness grants or reimbursement for costs expended during major emergency and disaster response, and recovery operations.

**Now, therefore,**

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

1. The City of Eagle Point hereby adopts the National Incident Management System as the foundation for incident command, coordination and support activities.

//

//

//

2. It shall further be the policy of the City of Eagle Point to provide appropriate training on the National Incident Management System and its core components to personnel responsible for managing and/or supporting major emergency and disaster operations.

Passed in open session on the 8th day of January, 2013.

---

Robert E. Russell, Mayor

ATTEST:

---

Cindy Hughes, City Recorder