



FRIDAY LETTER

MARCH 15, 2013

ADMINISTRATION

City Recorder

The week ending March 15th was a typical week in the City Recorder's Office, super fast paced and challenging as always! The majority of my time was spent coordinating and attending Council meetings. It is exciting to watch our City Council in action and I am so proud to be part of this organization. If you haven't attended a City Council meeting, please join us to see your local government in action. The City Council meets bi-monthly, on the second and fourth Tuesday of the month at 7:00 p.m. in the Council Chambers. Agendas and meeting materials are available on the City's website at: <http://www.cityofeaglepoint.org/index.aspx?nid=167>. If you have questions or would like additional information, please feel free to contact me, Cindy Hughes, at 541-826-4212, Ext. 106.

PARKS AND RECREATION

Parks and Recreation

The Parks and Recreation Commission welcomed three newly appointed commissioners at the February 26th meeting, Jerry Close, James Mannenbach and Dianne Fischetti. Elections were also held during the meeting. Lynn Scott was re-elected as Chair, and Dianne Fischetti was elected as Vice-Chair.

The March 14th meeting included discussion on Lucas Park phasing. The next regular Parks and Recreation Commission meeting is scheduled for April 11, 2013 at 7:00 p.m. in City Council Chambers.

Park restrooms opened March 1 for the season. The parks were mowed in preparation of spring fertilizer applications. The riding lawnmowers underwent maintenance in preparation of parks season.

PUBLIC WORKS

Maintenance and Operations

Water

Public Works completed an updated map of the City's Water Mains. A draft map of the updated Hydrant map was completed, with a Valve map in progress. The updated maps are being prepared to complement the water leak detection process later in April.

Streets

Public Works continues to monitor the weather, with no sanding or use of deicer since January 18.

In preparation of the extended street sweeping, the street sweeper was looked over by Public Works in detail. Crews found a small leak in the hydraulics, and after troubleshooting most of the day, located the leak. The air tank was repaired locally. Additional yearly maintenance was completed.

Street sweeping is currently scheduled Thursday and Friday of each week. Scheduling sweeping two days a week helps to ensure each street within the City is swept at least once a month. Main Street is swept weekly.

Analysis was completed on the City's pavement management utilizing the Streetsaver program. Several funding and budgeting scenarios were run based upon treatment recommendations provided as part of the completed pavement management study by Capital Asset & Pavement Services, Inc.

The solar speed radar sign has been ordered. The speed zone sign can be moved within the community, and includes data collecting and analyzing capabilities.

Cemeteries

Antelope Cemetery – Work days are being coordinated with local volunteer groups interested in cleaning up the cemetery.

Building Maintenance

Preparation continued on the Judge Stewart House vacant offices to prepare for additional businesses.

Engineering/Projects

Barton Road Storm water Pond

The Barton Road Storm Water Pond project was initiated by Civil West. Civil West will perform a hydrologic study to determine the feasibility of using the existing pond for flood control.

Mattie Brown Park Parking Lot – The gazebo at Mattie Brown Park is being investigated for repair or possible replacement. More to follow on this community project.

Downtown Lighting - Surveying, base map preparation, and preliminary layout of future streetlights were completed for the Downtown Lighting Plan on Main Street and Loto Street. The proposed lighting design will match the size and style at Centennial Plaza and Platt Avenue.

Loto Street Sidewalks - The electrical plan will also facilitate infill sidewalk on Loto Street. The missing segments of sidewalk will be constructed over the next few months between Royal Avenue and Buchanan Avenue.

Linn Road Bike/Ped/Streetscape project - The Linn Road Bike/Pedestrian/Streetscape project is scheduled for scoping by ODOT on March 19, 2013. Scoping of the project is the next step for funding.

Water Master Plan

Civil West completed 98% of the updated Water Master Plan.

Development Civil Plan Review and Construction

Coordination continues with the developer at Creekside to replace the South Shasta culvert. Coordination and review on Quail Point subdivision continued by Public Works and Engineering.

Other Coordination

Water Conservation Grant - The Water Conservation Grant Technical Advisory Committee (TAC) met to discuss water conservation on March 12, 2013. The draft measures were provided as a follow up.

Included in the Water Conservation Grant is a pilot project on leak detection. Water mains will be tested for leaks.

RVMPO

Public Works attended the RVMPO Technical Advisory Committee. Air Quality Conformity and the official cancellation of the Central Point/RVTD propane conversion project were discussed. New FHWA review of federally funded projects was also reviewed.

RVACT

Public Works attended the Rogue Valley Area Commission on Transportation (RVACT) in Grants Pass.

Linn Road Speed Zone Investigation

In an effort to improve safety on West Linn Road, the City contacted the County to initiate a speed zone investigation of Linn Road beginning at the intersection near Wal Mart and Carl's to

the west. ODOT concurred with the County's findings to lower the speed limit. Beginning at Dahlia Terrace, the speed limit was lowered from the current 55 mph to 45 mph. Around the curve and towards the intersection, the speed limit was lowered to 35 mph. Special thanks to Jackson County and ODOT for the speed zone investigations. New speed signs were placed by Jackson County.

Highway 62 ODOT Update

Beginning the week of March 4 and continuing through the month, an Emerging Small Business contractor will begin four weeks of work, mainly at night, installing new culverts and pipes across the highway in the project area.

ODOT Speed Zone Investigation

As part of the Highway 62 project, ODOT recommended, and approved a reduction in speed on Highway 62 south of Rolling Hills to Crystal Drive. ODOT Traffic was concerned the new Highway 62 project had the potential to increase speeds. With the future UGB extending to Rolling Hills, the opportunity to show a reduced 85% percentile for the future City limit at Rolling Hills was before construction began this summer.

DEVELOPMENT SERVICES

Postings from the Planning office as of March 15, 2013

An application for a Black Rock coffee bar and drive-through on West Linn Road near Carl's Jr (see aerial photo to the right) is making its way through the development review process and expected to go to the Planning



Commission for a decision in April. The required land use approvals include a Site Plan Review and a Conditional Use Permit. If approved, the house that is currently located on the property would be removed and the site developed with the proposed commercial building and full site improvements including parking and landscaping.



The Planning Commission's April meeting is also expected to include a decision on a minor partition at the Quail Point subdivision, located at the northeast corner of Alta Vista Drive and Robert Trent Jones, Jr Boulevard. Approval would allow the division of the



existing 40 acre parcel into two separate parcels as shown below.

A statement of interest for a Transportation & Growth Management grant has been submitted to the State. The grant would be used for pedestrian and bicycle facility planning. Eagle Point's Transportation System Plan (TSP), adopted December 2010, includes chapters that address the City's pedestrian and bicycle network. The TSP summarizes strategies for evaluating ped/bike needs and recommends improvements to the existing network, including project lists and rough cost estimates. A logical next step toward implementation of the identified improvements is development of a more targeted pedestrian and bicycle plan. The Pedestrian/Bicycle Plan would develop schematic plans, cross-sections and other drawings for the 34 pedestrian-oriented projects and the 22 bicycle-oriented projects which are already identified in the City's TSP. Each plan would be accompanied by a cost estimate with a level of accuracy that reasonably reflects the schematic nature of the plan. The City's goal is to provide better pedestrian and bicycle accessibility citywide, and to include safe routes to/from school. If the State is interested in this project, we will be asked to submit a formal grant application.



Building and Development

March 1-14, 2013 we received 7 new permit applications, issued 13 permits and worked on 58 additional permits. Issued permits included single family dwelling, residential alteration,

residential mechanical, electrical, plumbing and fence permits. Projects currently under review or ready to be issued include residential mechanical, commercial mechanical, electrical and school alteration permits. Staff has been very busy answering development, zoning and fee inquiries, updating permit records, and providing other customer service.

End of month reports for February 2013 have been completed and sent to other jurisdictions and agencies. February 2013 totals included 18 permits issued and total fees received \$17,307.31. Issued permits included 1 single family dwelling, 1 commercial addition/remodel, 2 residential alteration/remodel, 1 demolition, 4 electrical, 4 plumbing and 5 residential mechanical permits.

Planning Commission

The Planning Commission will not hold a meeting during the month of March. The next meeting is scheduled for April 16, 2013 at 7:00 p.m. in City Council Chambers.