



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

APRIL 23, 2013

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, Jonathan Bilden, Wayne Brown, Bill Fierke, Ruth Jenks, Aaron Prunty and Kathy Sell.

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: Suzi Collins and Millie Wewerka, Planning Commissioners; Jerry Zieman, Budget Committee; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Mayor Russell led the Pledge of Allegiance and Jerry Zieman provided the invocation.

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

Jerry Zieman requested permission to use the Ashpole Community Center on May 13, free of charge, for the upcoming election regarding the school board. The candidate forum event is a joint venture of the Eagle Point Senior Center and Women's Club. Mr. Zieman will make arrangements with candidates and city staff (sound system).

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4. PRESENTATIONS

- 4.1 Presentation of the Eagle Point Intercity Public Transportation Service Planning Final Report dated April 12, 2013 – Mike Upston, Principal Planner.

Mike Upston, Principal Planner, explained this report is also known as the Transit Study Report and provided a brief background of previous related meetings. At the March 12 joint meeting of the Planning Commission and City Council, edits to the report were suggested and are now included in the report (Submission No. 1). Mr. Upston noted that no action was presently needed and he would bring the item back at a later date if desired. Additionally, questions or comments should be provided by Monday, April 29, if the Council desires to place this item on the May 14 agenda. Councilor Jenks commended Mr. Upson for his work on this study.

5. PUBLIC HEARINGS

- 5.1 Resolution No. 2013-23. A Public Hearing in the matter of Resolution No. 2013-23 authorizing amendments to Final Order No. 99/00-20:SUB (Quail Point Subdivision) related to asphalt paving, Alta Vista roadway improvements, construction and dedication of new walking path along Alta Vista Drive, and dedication of existing walking path along Alta Vista Drive.

Mayor Russell announced that one public hearing had been advertised for the meeting, and it was quasi-judicial in nature. All legal notifications and advertisements had been made in compliance with state and local laws. He further explained that in addition to a presentation from Staff about the details of the proposal, all persons interested in offering testimony would be allowed to speak.

At 7:08 p.m., Mayor Russell opened the public hearing to accept testimony on Resolution No. 2013-23, amending Final Order No. 99/00-20:SUB (Quail Point Subdivision) related to asphalt paving, Alta Vista roadway improvements, construction and dedication of new walking path along Alta Vista Drive, and dedication of existing walking path along Alta Vista Drive.

Mayor Russell asked if any Council members desired to declare a conflict of interest, either actual or potential, make any disclosure, or abstain from participating or voting because of possible financial gain resulting from this decision, or if they had determined they could not be impartial. Council President Fierke and Councilor Jenks declared they lived at the golf course, however, they were both impartial. Attorney Kellerman clarified that living at the golf course could be a potential conflict but it was not a conflict in itself. No Council members abstained from participating or voting on this matter.

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Mike Upston, Principal Planner, summarized the proposed amendments to Final Order No. 99/00-20.SUB (Quail Point Subdivision) related to asphalt paving, Alta Vista roadway improvements, construction and dedication of new walking path along Alta Vista Drive, and dedication of existing walking path along Alta Vista Drive. Mr. Upston reviewed each aspect of the proposal with the aid of an overhead slide presentation (Submission No. 2). The proposal allowed for:

- Condition VII.C.3.e - The final lift of the roadway asphalt to be in place prior to approval of the final plat instead of at 90% completion;
- Conditions VII.C.3.f & g.2 - Removal of conditions for turn lanes from Alta Vista Drive to Robert Trent Jones Jr. Blvd.;
- Conditions VII.C.f.1 & g and g.1 - Modifies the condition for a walking path on Alta Vista Drive to be constructed and dedicated to the City without reimbursement by the City; and
- A new condition requiring the developer to dedicate a public right-of-way for approximately 1,000 feet for existing constructed path at no cost to the City

Mr. Upston reported the Planning Commission voted unanimously to recommend the City Council to adopt the findings and approve the application. Staff recommended approval as well. Mr. Upston reported receiving one letter from the public which expressed concern about the proposal. Mr. Upston concluded his presentation and opened for questions. There were no questions, however, Councilor Jenks clarified with Mr. Upston that comments or questions should be specific to the application.

There being no further discussion, Mayor Russell, invited audience members to provide testimony.

Mae Boren asked about the narrowness of streets and if the streets in the new subdivision would be wider. Mr. Upston deferred the question to the developer, Cris Galpin, who responded that the street width is set forth by the City's Ordinance. He also commented that dropping the turn lanes was not to the advantage of the developer.

Mr. Upston welcomed the audience to stay in touch with City staff with questions about development.

Phil Austin came forward and read a letter he previously submitted to the City which expressed his disappointment and opposition of the proposal.

Robert Johnson gave testimony about his former career in finance, experience of recessions, and requested careful consideration of bonding to ensure completion by the developer or the City.

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Cris Galpin provided testimony that the subdivision had been previously approved and the proposal benefits the City, not the developer. He further testified that every phase had been bonded and completed, different owners were involved, and some of the previous comments were not true.

There were no questions from the Council for the speakers and no additional testimony provided, therefore, Mayor Russell closed the public hearing at 7:30 p.m.

Councilor Jenks verified the application revised three conditions and added one new provision.

Mayor Russell offered to entertain a motion. Councilor Sell made a motion to authorize Resolution No. 2013-23 and Councilor Jenks seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, aye; Kathy Sell, aye; Bill Fierke, aye; Wayne Brown, aye; Ruth Jenks, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

6. CONSENT CALENDAR

6.1 Presentation of the Regular Meeting Minutes of April 9, 2013.

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

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 and noted there was not an Additional Bills List. Councilor Brown asked about the payment to the State court. Ms. Owens explained it was a semi-annual payment with the State's portion of fees collected by the City. There being no further questions or comments, Mayor Russell asked for a motion. Councilor Bilden made a motion for the Council to approve the bills as presented. Councilor Jenks seconded the motion. Roll call: Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Aaron Prunty, aye; Bill Fierke, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

9.1 Continuation of discussion and decision regarding development of brochure.

Melissa Owens, Finance Officer, reported the cost for printing the brochures on glossy paper, tri-folded, without editing was \$1,177 for 10,000 copies and \$1,568 for 20,000 copies. Councilor Jenks spoke about a volunteer with professional writing experience who had offered to assist with the brochure and was in favor of receiving the assistance. Mayor Russell concurred and requested that the brochure go back with edits to the Economic Development Commission at the May 6 meeting.

10. NEW BUSINESS

10.1 Resolution No. 2013-22. A Resolution proclaiming May 15, 2013 as "National Peace Officers Memorial Day" and May 12-18, 2013 as "National Police Week" in the City of Eagle Point.

Vern Thompson, Chief of Police, explained that since 1962, May 15 had been recognized as National Peace Officers Memorial Day and the week of May 15 as National Police Week. Additionally, Chief Thompson requested and received the Council's support to fly the flag at half staff during National Police Week in honor of those law enforcement officers who made the ultimate sacrifice in service or became disabled in the performance of duty.

Mayor Russell asked for a motion to approve **Resolution No. 2013-22**. Councilor Bilden made a motion to approve **Resolution No. 2013-22** and Councilor Sell seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Kathy Sell, aye; Bill Fierke, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

10.2 Resolution No. 2013-24. A Resolution authorizing a donation to the Eagle Point and the Upper Rogue Chamber of Commerce, Community Flower Basket Program.

Melissa Owens, Finance Officer, explained that several years ago the City started the flower basket program as a way of beautifying the City. Later, the Chamber took the lead on the project. Ms. Owens reported the City had reviewed its budget and could support a donation of \$4000. Mayor Russell was in favor of the donation and pointed out that the City of Central Point pays for the entire cost of its flower basket program. He also noted that private donations accounted for about one-third of the funds for this program.

Mayor Russell asked for a motion to approve **Resolution No. 2013-24**. Council President Fierke made a motion to approve **Resolution No. 2013-24** and Councilor Bilden seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Bill Fierke, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Ruth Jenks, aye; and Bob Russell, aye. The motion passed unanimously.

10.3 Discussion regarding water rates.

Henry Lawrence, City Administrator, introduced the discussion regarding water rates, noting the base rate had not been raised since 2003; however, reserves were being expended. Next, Melissa Owens, Finance Officer, explained in detail about how reserves had been used to offset expenses for some time and presented a slide presentation (Submission No. 3). Over time, the cost of operating and capital costs had significantly increased while System Development Charges (SDCs) from new construction decreased. In addition to operating at a deficit and reducing reserves, the City's ability to refinance loans has been negatively impacted by the current water rates.

The current Base Rates for water is \$10.31 per household and rates for consumption begin at \$1.62 per 1,000 gallons of water and graduate up to \$3.12 per 1,000 gallons when consumption reaches 30,000 gallons. Ms. Owens reviewed an example of increases by which the monthly base rate would be increased by \$4.00 per household and rates for consumption by .30 cents per 1,000 gallons of water. Large commercial customers using 100,000 gallons of water would experience an increase of approximately \$34.00 per month. If used, the example rates could generate approximately \$301,800 annually and sustain the water fund. The average amount per household varies as some homes have more landscaping or consumers in the household. Graduated rates are designed to encourage conservation.

At the request of Council President Fierke, Ms. Owens explained the three types of water funds: Water System Development Fund (for capital projects – related to SDCs); Water Debt Fund (related to rural development); and the Water Fund (the operating fund). Discussion ensued about the reduction in housing and how it had impacted funding. In addition, reduced public works staffing, SDCs, leakage and monitoring was discussed. A request was also made to discuss the cost of maintenance and for the Council to receive a more detailed breakdown of the Water Fund at the next meeting.

It was noted that Civil West Engineering planned to present a new water master plan at the City Council meeting of May 14, 2013. During the upcoming meeting, the City's financial requirements will be explained and identified in greater detail.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported on the recent Eagle Point School District Board meeting. Items discussed included funding and the evaluation process for their superintendent, and public comment was also received. Regarding the School District No. 9 Budget Meeting, Council President Fierke reported he was not able to attend the meeting but there were two more meetings scheduled. He had also received additional comments about pickle ball as

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well as comments about a spray park, and suggested those people provide their comments at a future Parks and Recreation Commission meeting.

Councilor Bilden reported he would be attending a League of Oregon Cities Board meeting during the week and they were working on planning the annual conference in September. In addition, he spoke about the Angel Network Conference and the upcoming Economic Development Commission meeting.

Councilor Jenks reported attending the Rogue Valley Metropolitan Planning Organization Policy Committee meeting. During that meeting, there were safety and work plan presentations. Regarding the City's daffodils, Councilor Jenks gave credit to Charlotte Hoppe and Mae Boren for their efforts in dead heading the daffodils. Councilor Jenks concluded by providing information to the audience about how to access the City Council's agenda packets on the City's website, the Friday Letter, and about signing up on the website to receive notifications about City business.

Councilor Prunty reported the Parks and Recreation had not held a meeting since the last City Council meeting.

Councilor Brown discussed Rogue Valley Sewer Services (RVSS) recent refinancing which will result in a savings of approximately \$500,000. There were no problems to report at RVSS; however, they are working with Gold Hill to identify their sewer problems. Additionally, one RVSS Board Member retired and that position will be part of the upcoming election.

Councilor Sell reported there had been a Planning Commission meeting; however, the meeting report was deferred to Mike Upston, Principal Planner.

Mayor Russell reported attending a Medford Water Commission meeting and further noted there had been a water coalition for over a year and the relationship with the Medford Water Commission had become more like partners than customers. A water rate study will be conducted soon and it is hoped to be beneficial for the outlying communities. Mayor Russell also reported attending the Arbor Day celebration, and that he would attend the upcoming Rogue Valley Council of Governments meeting including a "Meals on Wheels" luncheon. Mayor Russell concluded by reporting on the volunteer work day on May 4, and the Vintage Faire on May 11.

12. STAFF REPORTS

Mike Upston, Principal Planner, reported on the Planning Commission meeting during which two applications were approved. One application was a minor petition and the other was for a new Black Rock Coffee. Mr. Upston spoke about the City's efforts in working with Carl's Jr. regarding their signs, the City's sign regulations, and compliance with the City's request.

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Melissa Owens, Finance Officer, noted the Finance Report was in the City Council's agenda packet. She further reported the City would be about \$35,000 short from the budgeted amount for property taxes; however, the shortage had been anticipated since December. Ms. Owens also explained that the line item for State Revenue Sharing, based on population levels, was only at about 50% of the budgeted amount and the State would release additional revenues around the end of April. Preparation is underway for the upcoming visit by the Auditors. The budget remains a major focus with the first Budget Committee meeting in May. Additionally, Ms. Owens is working on water rates, analysis, and refinancing opportunities.

Robert Miller, Public Works Director, reported attending the recent Medford Water Commission meeting and he anticipates positive results from their upcoming study. In addition, he reported the Mattie Brown Parking Lot project is on track to begin during August. Studies by Civil West Engineering, including the water master plan, are coming in and the recommendations will be considered for next year's budget. All three zones of the water system are scheduled to be put into operation within the next week, and should operate as designed for the first time. Mr. Miller clarified there could be some minor water pressure changes but they should not be considerably noticeable.

Police Chief Thompson reported he was impressed with local, state and federal law enforcement related to the Boston bombing. With that in mind, he reported a citizen's letter of recognition for assistance by Sr. Officer Leonard and Sergeant May; and letters of commendation for assistance by Officers Davis and Coney. Police Chief Thompson concluded by reporting the radar unit was here and there would be photos at the next meeting. Discussion followed about parking near Mattie Brown Park.

Joe Kellerman, City Attorney, did not provide a report.

Henry Lawrence, City Administrator, distributed a handout related to CGI Video's visit to Eagle Point in May (Submission No. 4).

Cindy Hughes, City Recorder, did not provide a report.

13. INFORMATION

There were no information items to report.

At 8:51 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 Sessions. 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 Sessions.

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14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

At 8:57 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(d). Following discussion, Mayor Russell closed the Executive Session at 10:03 p.m.

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.

At 10:04 p.m., Mayor Russell opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(e). Following discussion, Mayor Russell closed the Executive Session at 10:07 p.m.

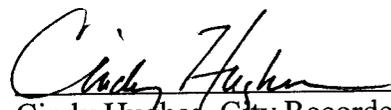
16. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.

At 10:08 p.m., Council President Fierke opened the Eagle Point City Council Executive Session pursuant to ORS 192.660(2)(f). Following discussion, Council President Fierke closed the Executive Session at 10:13 p.m.

17. ADJOURN

At 10:14 p.m., Council President Fierke reconvened the regular meeting of the Eagle Point City Council. There being no further business, Council President Fierke closed the meeting at 10:14 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor