



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

MAY 28, 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: Leon and Edith Sherman, Eagle Point Chamber of Commerce; Millie Wewerka, Planning Commissioner; Jerry Zieman and *Michael Stanek, Budget Committee Members; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

Leon Sherman led the Pledge of Allegiance and Jerry Zieman provided the invocation.

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

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

4. PRESENTATIONS

There were no presentations on the agenda.

5. PUBLIC HEARINGS

There were no public hearings on the agenda.

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6. CONSENT CALENDAR

6.1 Presentation of the Regular Meeting Minutes of May 14, 2013.

Mayor Russell announced the Consent Calendar and asked for a motion. Councilor Bilden moved to approve the Consent Calendar as presented and Councilor Sell seconded the motion. There was no discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Ruth Jenks, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, 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 including the Additional Bills List (Submission No. 1). Councilor Sell inquired about a refund for a development fee. Ms. Owens explained the applicant had withdrawn their application and was entitled to a refund. 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 including the Additional Bills List. Councilor Jenks seconded the motion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Ruth Jenks, aye; Wayne Brown, aye; Jonathan Bilden, aye; Kathy Sell, aye; and Bob Russell, aye. The motion passed unanimously.

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

10.1 Resolution No. 2013-27. A Resolution supporting the citywide Pedestrian/Bicycle Plan and authorizing staff to submit a Transportation and Growth Management Program Grant Application to the Oregon Department of Transportation.

Mike Upston, Principal Planner, explained that the City's Transportation System Plan was adopted in 2010. Numerous pedestrian and bicycle projects are identified in the Plan. The Oregon Department of Transportation has grant funding available and a pre-application was submitted. A Resolution is necessary for ODOT's consideration of the City's grant application. If awarded, the City would be required to provide an 11% match comprised of cash and staff time. A brief discussion followed about the cost of the project which was estimated at \$70,000 to \$100,000.

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Mayor Russell asked for a motion to approve **Resolution No. 2013-27**. Councilor Bilden made a motion to approve **Resolution No. 2013-27** and Councilor Prunty seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Aaron Prunty, aye; Bill Fierke, aye; Kathy Sell, aye; Jonathan Bilden, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.2 Resolution No. 2013-28. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with H2 Construction, Inc., for the Loto Street Sidewalk Improvements.

Robert Miller, Public Works Director, explained the Contract included conduit and light support, however, the main goal of the project was the infill of sidewalks on Loto Street from Royal Avenue to Buchanan Avenue. The project was value engineered with the low bidder, H2 Construction, because the bids came in over the Engineer's estimate. Substantial completion is anticipated by June 28, 2013.

At approximately 7:08 p.m., Michael Stanek of the Budget Committee joined the meeting.

Mayor Russell asked for a motion to approve **Resolution No. 2013-28**. Councilor Jenks made a motion to approve **Resolution No. 2013-28** and Councilor Bilden seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Ruth Jenks, aye; Aaron Prunty, aye; Bill Fierke, aye; Kathy Sell, aye; Jonathan Bilden, aye; and Bob Russell, aye. The motion passed unanimously.

- 10.3 Resolution No. 2013-29. A Resolution authorizing a financial contribution to the Eagle Point Community Association for the July 4th fireworks celebration.

Henry Lawrence, City Administrator, explained the Eagle Point Community Association puts on the annual Fourth of July fireworks celebration and related events. Former Mayor Leon Sherman, representing, the Eagle Point Community Association, explained it cost approximately \$15,000 each year to hold the Fourth of July events. Last year, the Community Association used \$4,000 from their reserves. The Fun Run and booths contribute as well as private or business donations. The cost of the fireworks alone is approximately \$8,500. The Community Association requested financial assistance from the City in the amount of \$10,000 to \$12,000. It was noted that the Community Association puts on other community events and they would use any leftover funding for those events. Mayor Russell acknowledged the Community Association for their hard work and stated they were the unsung heroes for the Fourth of July celebration. A brief discussion was held about the history of the parade and participants.

Mayor Russell asked for a motion to approve Resolution No. 2013-29. Councilor Jenks made a motion to approve Resolution No. 2013-29, authorizing a financial contribution in the amount of \$11,000 and Councilor Sell seconded the

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motion. There was no discussion. Roll call: Bill Fierke, aye; Wayne Brown, aye; Jonathan Bilden, aye; Ruth Jenks, aye; Kathy Sell, aye; Aaron Prunty, aye; and Bob Russell, aye. The motion passed unanimously.

10.4 Discussion item concerning Eagle Point brochure design and printing.

Henry Lawrence, City Administrator explained the brochure was not ready to be presented. Councilor Bilden added that it would be ready for review at the next Economic Development Commission meeting. This item will be addressed at the City Council meeting on June 11, 2013.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported there had been a school board ~~election induction~~. (*Revised during the City Council Meeting of June 11, 2013*) He also reported on the email program with our Sister City, and students from Showa will be in Eagle Point on August 3. Council President Fierke reported attending a pre-audit closing conference by the City's auditors and was pleased with their exceptionally good report.

Councilor Bilden planned to attend the upcoming meetings for Southern Oregon Regional Economic Development Inc. (SOREDI), League of Oregon Cities (LOC) and Economic Development Commission (ECD) meetings.

Councilor Jenks reported the Rogue Valley Metropolitan Planning Organization (RVMPO) meeting had been cancelled.

Councilor Prunty reported there had not been a Parks and Recreation Committee meeting.

Councilor Brown reported on the Rogue Valley Sewer Services (RVSS) Board Meeting from May 15. There were no major problems with RVSS, and Michael Parker was reelected to serve on its Board.

Councilor Sell reported attending the Planning Commission meeting but deferred the report of that meeting to Mike Upston.

Mayor Russell complimented everyone for the work on the Budget meeting. Next, he reported going to the Circus in Eagle Point with Bob Pinnell, and that it was an enjoyable community event with good old fashioned fun. He also toured the lagoons with the Little Butte Creek Watershed, and attended a Water Commission Meeting.

12. STAFF REPORTS

Mike Upston, Principal Planner, reported on the Planning Commission meeting, noting Eagle Point High School wanted to build a small softball building and they were prepared

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to move forward. There were minor changes to the application by Black Rock Coffee. Mr. Upston reported he would be attending the State's annual planning conference. With regard to the Transportation and Growth Management Program Grant Application with ODOT, Mr. Upston was working on obtaining letters of support from various local agencies.

Melissa Owens, Finance Officer, noted the Financial Report was in the Council packet. She also reported on property taxes, franchise fees, and System Development Charges. With regard to the Budget, a hearing will be held at the June 11 meeting and presented for adoption at the June 25 meeting. Ms. Owens explained the interim field testing by the auditors and noted they would return in September to perform additional testing. She also reminded everyone about the upcoming 3rd annual bike ride on June 15. A recent security incident in the front office area was reported. A new design for that area will be in the upcoming budget. Mayor Russell added that the audit report was not just good, it was superior.

Robert Miller, Public Works Director, announced there would be a Parks and Recreation Committee meeting on June 13. He also reported attending the Medford Water Commission all cities annual meeting. Regarding projects, ODOT was scheduled to be in Eagle Point for the Linn Road Project on June 3. He concluded by reporting on the Bellerive Pump Station and a late night power outage, which revealed where improvements could be made to the current generator resources and system. A brief discussion followed.

Police Chief Thompson reported the Emergency Operation Plan had been received and would be presented for approval.

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

Henry Lawrence, City Administrator, announced he would be going to a meeting in Bend, Oregon, to make a presentation to the Parks and Recreation Review Committee for the proposed Skateboard Park.

Cindy Hughes, City Recorder, reported she planned to attend a weeklong training by the Northwest Clerks Institute and would not be at the next City Council meeting. The training is required in order to become a Certified Municipal Clerk. She reported the focus of the training would be on time management, conflict resolution, supervision, financial management and budgeting, managing human resources, and advanced records management.

13. INFORMATION

During Ms. Owens' staff report, she reported on the Information Item regarding the 3rd Annual Bike Ride.

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At 7:49 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.

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 7:53 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 8:02 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 8:04 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 8:20 p.m.

16. ADJOURN

At 8:21 p.m., Mayor Russell reconvened the regular meeting of the Eagle Point City Council. There being no further business, Mayor Russell closed the meeting at 8:21 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor