



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

JULY 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, Aaron Prunty and Kathy Sell.

Council Members Absent: Ruth Jenks.

Staff Members Present: Henry Lawrence, City Administrator; Robert Miller, Public Works Director; Vern Thompson, Police Chief; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Division Chief Blakely, Jackson County Fire District No. 3; Hart Wilson, in support of F.O.R.E; Suzi Collins and Millie Wewerka, Planning Commissioners; and Jerry Zieman, Budget Committee Member.

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

There were no audience questions or comments.

4. PRESENTATIONS

4.1 Jackson County Fire District No. 3: 2nd Quarter Performance Report – Division Chief Blakely.

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Division Chief Blakely presented the 2nd Quarter Performance Report (Submission No. 1) for the period of April through June, 2013. The following topics were reviewed:

- Incident response times by hour of day, day of week, and an overall increase by 11.4% in call volume. Currently analyzing data to determine reason for increase.
- White City Fire Station is the busiest in the District which is attributable to its central proximity throughout the District.
- Fire & Life Safety – walk-through visits at industrial plants.
- Staffing throughout the District and recruitment/interviews for volunteers in rural areas.
- Consideration of Request for Proposals (RFP) for District owned mobile homes in rural areas.
- Discussions with the City of Medford about sharing cooperative services.
- Training – over 400 courses, 160 topics, delivered at an average of 48 hours training received by each member. Complex training in May.
- Revenue decreased due to property tax revenue being down, and reduction of assessed value and property tax collection.
- Risk Assessment by Intera.
- OSHA inspection.
- Goals statement updated.
- Eagle Point statistics including 343 incidents during the 2nd quarter.

A brief discussion followed the presentation by Division Chief Blakely.

4.2 F.O.R.E. – Friends of Research and Extension regarding possible May 2014 ballot measure to fund Research and Extension Service.

On behalf of F.O.R.E., Hart Wilson presented a request for support of a Resolution approving the Petition and Order to initiate formation of the Jackson County 4-H, Master Gardeners, and Agricultural Extension Service District. During Ms. Wilson working career she has held a number of positions, ranging from high school teacher to owner/operator of an Ohio vineyard with .5M in annual sales. Ms. Wilson attributed her career success to a foundation in 4-H as well as receiving assistance at the vineyard from the local extension service.

Ms. Wilson provided handouts with the history of the proposed Special District with examples of a Resolution, Petition, and Order (Submission No. 2). A partial loss of funding from Jackson County generated interest in a proposed Special District. The Petition for the proposed Special District would provide a permanent maximum tax rate limit of .05 per \$1,000 of assessed value. That amount would result in a yearly fee of about \$8 for the average home in Jackson County with an assessed value of \$158,800.

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Following the presentation, a brief discussion led to the Council's support of placing a Resolution for the Petition on the next agenda. It was noted that ultimately, the voters would determine whether or not they would support another Special District.

5. PUBLIC HEARINGS

There were no public hearings on the agenda.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of July 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 further discussion. Roll call: Kathy Sell, aye; Bill Fierke, aye; Wayne Brown, aye; Aaron Prunty, aye; Jonathan Bilden, aye; Bob Russell, aye; and Ruth Jenks, 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. 3). Henry Lawrence, City Administrator, reviewed the items on the Additional Bills List. Councilor Bilden moved to approve the Bills to be Paid including the Additional Bills List and Councilor Brown seconded the motion. There was no further discussion. Roll call: Aaron Prunty, aye; Bill Fierke, aye; Wayne Brown, aye; Jonathan Bilden, aye; Kathy Sell, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no old business to discuss.

10. NEW BUSINESS

10.1 Ordinance No. 2013-02. In the matter of repealing Ordinance No. 2012-03, and affirming the creation of the Eagle Point Economic Development Commission, adopting a membership structure, term limits, Commission duties, and procedural rules.

Henry Lawrence, City Administrator, asked Council President Fierke and Councilor Bilden to talk about the first two items on the agenda. Council President Fierke

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explained that he and Councilor Bilden had been appointed to review the Council Rules. As part of that, they identified needed changes to the establishment of the Economic Development Commission as well as the Parks & Recreation Commission. Councilor Bilden noted the most significant change in the Ordinance would be the option to allow for one of the seven members to be a non-resident of Eagle Point. In such a case, the non-resident would have strong ties to the community such as a business owner. Mayor Russell initiated discussions about allowing for two non-resident members. Discussion followed without opposition.

Mayor Russell asked for a motion to approve **Ordinance No. 2013-02**. Councilor Bilden made a motion to approve **Ordinance No. 2013-02**, with a revision to allow for two non-resident members instead of one non-resident member, and Councilor Sell seconded the motion. There was no further discussion. Roll call: Jonathan Bilden, aye; Aaron Prunty, aye; Wayne Brown, aye; Kathy Sell, aye; Bill Fierke, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2013-43. A Resolution establishing a Parks & Recreation Commission and adopting a membership structure, term limits, Commission duties and procedural rules, and rescinding Resolution No. 2002-53.

Council President Fierke introduced the Resolution and explained it had been difficult for this Commission to have a quorum for its meetings. The proposed Resolution would add an additional voting member for a total of seven voting members and clarified the student representative was a non-voting member. Discussion followed and it was noted that the establishment of this Commission was different than the previous item. The membership structure for this Commission allows for six residents from within the City limits and/or Urban Growth Boundary.

Mayor Russell asked for a motion to approve **Resolution No. 2013-43**. Councilor Bilden made a motion to approve **Resolution No. 2013-43** and Councilor Sell seconded the motion. There was no further discussion. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2013-44. A Resolution appointing School District No. 9 Representatives to the Parks and Recreation Commission, and Economic Development Commission.

Henry Lawrence, City Administrator, explained that School Superintendent Cynda Rickert requested the appointment of Allen Barber, Human Resources Director, to the Economic Development Commission, replacing Harry Hedrick; and Bryan Wood, Assistant Principal/Athletic Director, to the Parks and Recreation

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Commission. The Council discussed and made favorable comments about the selection of appointments.

Mayor Russell asked for a motion to approve **Resolution No. 2013-44**. Councilor Sell made a motion to approve **Resolution No. 2013-44** and Councilor Bilden seconded the motion. There was no further discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Wayne Brown, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.4 Resolution No. 2013-45. A Resolution adopting the City of Eagle Point Emergency Operations Plan.

Vern Thompson, Police Chief, introduced the Emergency Operations Plan which defines how the City would operate in the event of an emergency. Corrections to a prior version had been made and additional revisions could be made if needed. It was noted the Council should receive training through the FEMA (Federal Emergency Management Agency) website. Mr. Lawrence stated a list of on-line courses would be sent to the Council.

Mayor Russell asked for a motion to approve **Resolution No. 2013-45**. Councilor Bilden made a motion to approve **Resolution No. 2013-45** and Councilor Brown seconded the motion. There was no further discussion. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Bill Fierke, aye; Wayne Brown, aye; Aaron Prunty, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.5 Resolution No. 2013-46. A Resolution authorizing a 2013 Fund Exchange Agreement with the Oregon Department of Transportation for 2013 City Pavement Maintenance Project.

Robert Miller, Public Works Director, explained the purpose of the Agreement was to provide funding for pavement maintenance via exchange of federal funds for state funding. Although the exchange rate is .94 cents per one dollar, using state funds allows greater flexibility in the use of funds for local street repairs. A portion of these funds will be used to fund the seal coat program that was passed at the last Council meeting. Mr. Miller provided a handout of the Seal Coat 2013 project (Submission No. 4) with streets identified. A brief discussion followed about Linn Road being patched to improve ride quality. Mr. Miller also discussed funding by the Rogue Valley Metropolitan Planning Organization (RVMPO) which he will present at a future Council meeting.

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11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Council President Fierke reported on the School Board Meeting of July 10. Mary Ann Olsen was elected as the Chair, and Ted Dole will continue as the Vice Chair. Additionally, Council President Fierke reported discussions with School Superintendent Rickert regarding the student exchange program with Eagle Point's Sister City, Showa, Japan. School District No. 9 is interested in the program and they will involve their leadership team at the first meeting of the school year.

Councilor Bilden reported the League of Oregon Cities (LOC) Board had met in Executive Session last week. He also expressed appreciation for the opportunity of working on the Council Rules. Discussion ensued which led to scheduling a Study Session on August 27, to review the Council Rules prior the Regular City Council Meeting.

Councilor Prunty reported on the Parks and Recreation Commission meeting of July 11. At that meeting, Dennis Mihocko made a presentation about starting an Eagle Point Parks Foundation to assist the City with Parks and Recreation.

Councilor Brown reported on the Rogue Valley Sewer Services (RVSS) Board Meeting. One special item of importance was RVSS's quick response to a waste hauler contamination issue which eliminated the need for closures.

Councilor Sell did not provide a report.

Mayor Russell reported attending a Water Commission meeting and planned to attend the Oregon Mayors Association Summer Conference scheduled for July 25 - 29. On a very positive note, Mayor Russell announced the Saturday Market was back and confirmed the dates of August 3 and September 7. He concluded by expressing his appreciation to Suzi Collins for her work with the Saturday Market and encouraged support of the Saturday Market.

12. STAFF REPORTS

Mike Upston, Planning Director, attended a recent RVMPO meeting including a presentation by the Department of Land Conservation and Development (DLCD). The DLCD's presentation was about strategic assessment of transportation plans and land use policies. One of their goals to be reached by 2035 is a 19% reduction in emissions and 20% reduction in vehicle miles traveled. The Rogue Valley is not required to participate but this topic will be discussed with other agencies in the area. Regarding the Transit Study, the Rogue Valley Transit District's (RVTD's) staffing and work hours has fluctuated; however, work is still in progress and an update is anticipated sometime in August or soon afterwards. A brief discussion followed about the progress of building development for the coffee house. Although that project has not begun, the land use decision runs with the land and is good for a period of two years.

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Robert Miller, Public Works Director, stated the Public Works Department is continuing to monitor water pressure throughout neighborhoods. Additionally, he reported requesting the Eagle Point Golf Course homeowner's association to have residents contact Gary Shipley, Public Works Supervisor, or himself if they suspect a leak. Leak detection and meter testing is being conducted as part of the City's conservation plan. Pathway construction is in progress as well. An inquiry was made about the future Barton Road closure and Mr. Miller will report back with an estimated closure date.

Police Chief Thompson provided the City Council with t-shirts to wear during National Night Out on August 6, 6:00 p.m. to 9:00 p.m., at Chamberlain Park. Chief Thompson also reported on dangerous buildings and efforts underway to remedy the issues related to those buildings.

Henry Lawrence, City Administrator, reported the City Attorney was excused from the Council meeting as he was attending a late night work meeting. Mr. Lawrence is working with Northwest Brochure Distribution LLC to distribute the City's brochure throughout Southern Oregon. He is also trying to locate a company that could provide distribution of the brochures in Northern California. Upcoming items to be addressed include refinancing water debt, discussion about projects identified in the Water Master Plan, and a presentation of the final Water Master Plan by Garrett Pallo, Civil West Engineering.

Cindy Hughes, City Recorder, announced an opening on the Parks and Recreation Commission that has been advertised in the Upper Rogue Independent. Applications will be accepted through July 30 for that opening and the newly created position will be advertised soon. Additionally, registration information was made about the upcoming League of Oregon Cities 88th Annual Conference scheduled in September.

13. INFORMATION

There were no information items for discussion.

13. 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 8:38 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 9:11 p.m.

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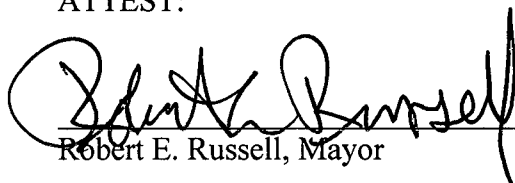
14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 9:12 p.m.

Respectfully submitted,


Cindy Hughes, City Recorder

ATTEST:


Robert E. Russell, Mayor