



## *FRIDAY LETTER*

*MAY 22, 2015*

### **ADMINISTRATION**

#### **City Recorder**

The City Council meeting agenda of May 26<sup>th</sup> includes Resolutions to authorize selection of an engineering consultant for the USDA Water System Improvements, and contracts for the Main Street Lighting Phase II and On-Call Park Mowing Services.

#### **Upcoming Meetings:**

Budget Committee – May 28 – 6:00 p.m. – City Hall

Economic Development Commission – June 1 – 6:00 p.m. – City Hall

City Council – June 9 – 7:00 p.m. – City Hall

Parks and Recreation Commission – June 22 – 7:00 p.m. – City Hall

City Council – June 23 – 7:00 p.m. – City Hall

**PUBLIC NOTICE OF VACANCIES:** The City of Eagle Point is currently accepting applications for persons interested in serving on the Economic Development Commission. Applications may be obtained online at [www.cityofeaglepoint.org](http://www.cityofeaglepoint.org) or picked up at Eagle Point City Hall, 17 Buchanan Avenue South, Eagle Point, Oregon.

### **FINANCE**

Finance has been focused on preparing the 2015/2016 budget. The budget documents are now ready. Thanks to the Budget Committee/City Council for their patience on Friday while we were preparing the final edition of the Proposed Budget. The Budget Meeting will be held on May 28, 2015. A second meeting will be held on June 2, 2015 only if necessary.

Don't forget the Tour de Eagle Point Bike Ride on June 13, 2015. It is fun for all ages and all experience levels. A new starting point this year will be at Harnish Wayside. It should be a lot of fun for all.

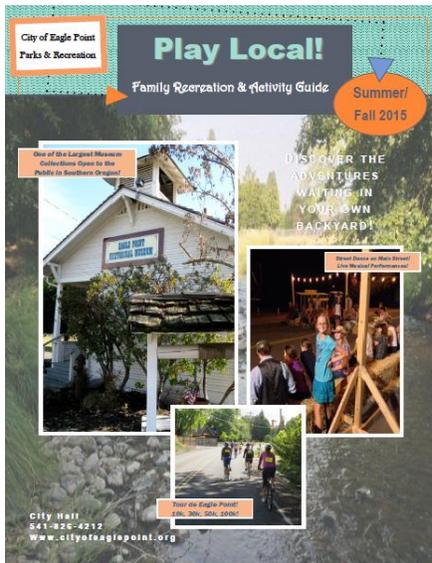
Prepare to stay in Eagle Point for the 4<sup>th</sup> of July celebration. It is a full day of fun starting with early morning events, a parade, lots of vendors and concluding with one of the few fireworks shows in Southern Oregon. This will be a full day of fun.

Watch our website for details regarding these events along with other upcoming events.

## PARKS AND RECREATION

### Parks and Recreation Commission

The Parks and Recreation Commission will not be meeting in May, as the meeting date falls on a holiday and City Hall will be closed. The next regular meeting is scheduled for Monday, June 22, 2015 at 7:00 p.m. in City Council Chambers. Agenda and packet information is distributed to commissioners and available on the City website the Friday prior to the meeting. Check the Parks and Recreation Commission page of the city website for up to date meeting packets, agendas, minutes, and to find out the new and exciting things in the works for Eagle Point.



Staff has been busily working on the Summer/Fall 2015 Family Activity Guide which highlights the wide array of activities available to residents in Eagle Point during summer and fall. Staff continues to work on the Parks and Recreation Master Plan update, in cooperation with the Parks and Recreation Commission.

## **PUBLIC WORKS**

The last two weeks have been busy for Public Works. Completion of the Public Works portion of the budget, bid opening for projects, playground equipment, and a park maintenance contract, building and development review (current and future), review of proposals for Engineering Services for USDA Water System Improvements and Lucas Park Playground Natural Looking Equipment, coordination of upcoming special events and Public Works activities/projects before the end of fiscal year, hosting of the Jackson County Heritage Association at the Eagle Point Museum, and meeting with consultants for the upcoming ODOT projects made it a challenging and quick two weeks.

### **Maintenance and Operations**

All of the parks were mowed prior to Memorial Day weekend. The streets were swept, and clearing of road right of ways continued (Alta Vista).

### **Capital Projects**

#### **USDA Water System Improvements**

Staff reviewed the proposals for Engineering Services – USDA Water System Improvements. A recommendation will be presented at the May 26, 2015 City Council meeting. All of the proposals received were available to the City Council for review over the weekend prior to the meeting.

#### **Main Street Lighting – Phase II**

Bids were opened for the Main Street Lighting - Phase II contract. Two contractors bid on the project, with a recommendation to the City Council for award at the May 26, 2015 City Council meeting. Street lights were ordered in early April by Public Works staff, and the service connection will be completed to the Old Fire Station in the next two weeks. Downtown businesses will be notified of the work to be completed.

#### **Lucas Park Natural Looking Playground Equipment**

Several proposals were received for the **Lucas Park Natural Looking Playground** on May 20, 2015. A working group consisting of staff, Council Liaison to the Parks and Recreation Commission, the Chair and Vice-chair of the Parks and Recreation Commission, and John Galbraith of Galbraith & Associates met to review the proposals. The recommendation on the design and equipment purchase is scheduled to be presented at the June 9, 2015 City Council meeting. As part of the Oregon Parks and Recreation Department grant, Public Works will install the playground equipment.

#### **Park Maintenance Contract**

The **On Call Park Mowing** bids opened May 15, 2015. A recommendation for the contract will be presented at the May 26, 2015 City Council meeting. Weekly park mowing of Chamberlain Park, Harnish Wayside Park, Little Butte Park, Mattie Brown Park, and Lucas Park is proposed

from May 31 to October 31, 2015. Work after June 30, 2015 is pending approval of the 2015/16 budget. The park maintenance contract will greatly assist Public Works in the ability to complete the peak summer workload with scheduled projects and maintenance of new parks and properties. Public Works will continue park maintenance for the smaller parks at Bob Moore, Nova Park, and Ponderosa Park.

Revisions continued to the **South Shasta Avenue Improvements** to add the path from Alta Vista to Arrowhead to the plans. City staff and the City's consultant received feedback from the Army Corps of Engineers (ACOE), after several months of ongoing meetings, coordination and discussions. ACOE commented that the culvert as approved by Oregon Department of Fish and Wildlife (ODFW) would not be approved by ACOE, even with substantial efforts of a biological opinion and further alternative analysis. A 12-foot culvert, as recommended by ACOE for project approval, would exceed the available budget. The plans are being revised to construct the path, improvements adjacent to the development, and avoid the culvert replacement. A wooden bridge is proposed to avoid impacts over the crossing.

### **2015 Street Projects**

The first of the 2015 Street projects, the 2015 Crack Seal Project, opened bids April 23, 2015. Recommendation for award is scheduled for the June 9, 2015, City Council meeting. Construction is scheduled after the second week in July. The second project, the 2015 Seal Coat was advertised for construction in August, after completion of the Crack Seal project.

### **Budget**

Staff completed the effort on the Public Works sections of the budget, budget message, policy issues, and 6-year Public Works Capital Improvement List and 10-year Capital Improvement List.

### **Development**

Development is moving forward on Sienna Hills Phase IV. Staff reviewed an additional submittal by the developer's engineer, including the larger combined property for the proposed development. Coordination also continued for Cottonwood, and Idlewood, and other future developments.

### **ODOT Grant Projects**

Staff coordinated with ODOT on the beginnings of the intergovernmental agreement (IGA) for consultant services on the Stevens Road project. Staff met with a consultant to discuss the project components, draft schedule, and risks for project delivery.

### **Eagle Point Museum**

The City of Eagle Point hosted the Jackson County Heritage Association meeting at the Eagle Point Museum on May 14, 2015. Each month a different member of the association hosts the

meeting at their facility. Each May staff hosts the meeting at the Eagle Point, with the support of the Museum Hosts/Guardians of the Museum.

## DEVELOPMENT SERVICES

### Building and Development

May 8-22, 2015 we received 13 new permit applications, issued 11 permits, and worked on more than 30 previously issued permits. Issued permits include:

- Two single family dwellings
- Mechanical permits
- Electrical permits
- Plumbing permits

Permits currently in review or waiting to be issued include:

- Several single family dwelling permits
- School classroom remodel permit
- Several mechanical permits
- Several plumbing permits
- Several electrical permits

We have been busy with permit inquiries and processing, property inquiries, providing backup for the front counter/utility department, and other customer service. As we head into summer we have seen the expected increase in construction activity all over the city. Typically, we see the amount of customer assistance we provide double during the spring and summer months. This month staff has also spent quite a bit of time writing an extensive Building Department Budget Message; planning and preparing for Building Safety month; preparing for the System Development Charge (SDC) adjustment that took place on May 1<sup>st</sup>; other duties related to the Parks and Recreation Commission and Planning Commission; and gathering information, designing, and putting together the Summer/Fall 2015 Family Activity Guide.



### Building Safety Month

The International Code Council (ICC), and its 57,000 members worldwide have developed a cooperative partnership with building construction, design and safety professionals. The ICC and its members, including Eagle Point Building Department, endorse Building Safety Month as an opportunity to highlight safety, energy efficiency, water conservation, and resilience in the built environment.

The theme for 2015 Building Safety Month is “Resilient Communities Start with Building Codes”. Each week throughout May focuses on a topic below, and we have fliers and other information to highlight each topic, and building safety as a whole. Building Department staff is available to answer any questions, and provide information and resources to promote building safety. More information can be found on the Building Department page of the city website at [www.cityofeaglepoint.org](http://www.cityofeaglepoint.org).

- Week 1: Don't Get Burned, <http://www.iccsafe.org/about-icc/building-safety-month/week-one-may-4-10/>
- Week 2: Bounce Back Faster From Disaster, <http://www.iccsafe.org/about-icc/building-safety-month/week-two-may-11-17/>
- Week 3: Water Safe, Water Smart, <http://www.iccsafe.org/about-icc/building-safety-month/week-three-may-18-24/>
- Week 4: Save Energy, <http://www.iccsafe.org/about-icc/building-safety-month/week-four-may-25-31/>

The City of Eagle Point adopted Resolution No. 2015-17, which proclaims the month of May 2015 as Building Safety Month in the City of Eagle Point. Furthermore, the city would like to recognize the service provided by local and state building and fire department professionals.

### Planning Commission

The next Planning Commission meeting date will be announced by staff. For up to date meeting packets, agendas and minutes, check the Planning Commission page of the city website.

### Livability Index

The term ‘livability’ began being used in the 1980’s by city planners searching for ways to talk about quality of life issues in our urban and suburban communities. However, the term has most commonly been used to describe standard of living, rather than quality of life. Every city wants to be considered the “most livable,” a title that can attract new business and investments, boost local economies and real estate markets, and foster community involvement and pride. The term has become so widely, if not overly used, that its meaning has become somewhat broad. But it’s still a useful part of the vocabulary we use when talking about quality of life and standard of living in a neighborhood, community, or place.

It’s important to define what we mean by “livability” when we’re using that word in a conversation. As we watch the Baby Boomers age into and through their retirement years, we’ve begun talking about how best to provide the places, services, amenities and support systems that will make life most comfortable for them (and for the rest of us too). The American Institute of Retired Persons (AARP) Public Policy Institute uses the following criteria to determine a community’s overall livability and its appeal as a place where people can live and grow old.



**Housing:** Percentage of housing units that have wide doorways and other accessibility features, percentage of multifamily housing units, monthly housing costs, percentage of income spent on housing costs, and number of subsidized housing units per 100,000 people in the county.



**Neighborhood:** Number of farmers markets, parks, libraries and grocery stores within a half-mile, number of jobs accessible within a 45-minute commute via

car or mass transit, job diversity within a 1-mile radius, number of jobs and people per square mile, crime rate and housing vacancy rate.



**Transportation:** Number of buses and trains that pass through a neighborhood every hour, number of trips in a neighborhood made by walking, total amount of time commuters spend in traffic and total transportation costs, speed limits, crash rates, percentage of ADA-compliant transit stops and vehicles.



**Environment:** Drinking water quality, regional air quality, percentage of population living within 200 meters of a high-traffic roadway and the amount/toxicity of chemicals released by nearby industrial facilities.



**Health:** Percentage of people who smoke, are obese and live within 1 to 3 miles of parks and recreation facilities, access to health care facilities and professionals, rate of preventable hospitalizations and patient satisfaction ratings.



**Engagement:** Percentage of residents who have access to low-cost, high-speed Internet, number of business, civic, religious, and social organizations per 10,000 people, voter participation rate and the number of cultural, arts, and entertainment institutions per 10,000 people.



**Opportunity:** Income equality, number of jobs per person, high school graduation rate and diversity of population by age groups.

These are all things we look at in planning the growth and evolution of Eagle Point, as well as the wider Rogue Valley around us. Your local city planner and his colleagues across the valley are working on these issues so that we can take best advantage of any financial and information resources that become available as we try to improve our communities.

## The Multifamily Housing Challenge

There has been, and we expect always will be, a preference for single family housing over other housing types in Eagle Point. And the degree to which we see single family attached homes (such as duplexes and triplexes) versus detached/separated homes depends on personal preferences and situations, including one's financial abilities, family needs, and living choices.



Within the constraints of supply and demand, and of course the economy (both local and abroad), we expect to continue seeing relative strength in a few types of single family housing development here – mainly single family detached and duplex style homes. But we are uncertain about the viability of multifamily housing (such as apartments, condominiums and townhomes), especially at the higher densities we believe would be beneficial in and around Eagle Point's downtown area. While we're confident that various types of single family



home construction will continue to be built in our subdivisions, we don't have the same certainty regarding needed multifamily development in and around the downtown.



Oregon Statewide Planning Goal 10 advocates that communities be as inclusive as possible in meeting the housing needs of all citizens. That means making sure there are opportunities for a variety of housing types. Unfortunately, over the years that has been difficult in most, if not all, smaller communities. The biggest reason for this is the difficulty that developers have in getting bank financing to build multifamily residential housing in the smaller, especially more rural, cities. What we've been hearing is that banks are resistant to lend because of an unproven market for multifamily development in small towns. The take-away for small-town city planners: Planning for higher housing densities does not necessarily mean the market will provide it.



So, the question posed for city planners in smaller communities is: What can we do to work within a free market predicated on maximizing shareholder benefits which may not be aligned with Oregon's statewide planning goals? As for providing multifamily housing, there is an inherent challenge. We will of course continue to at least provide the opportunity for this kind of development to occur. This means continuing to allow multi-family housing as a permitted use in certain residential districts, and being reasonable with regard to the land use decision-making and permitting process, as well as development fees and our local regulatory requirements.

However, we are aware that this may not be enough. One could contend that low land use application fees and an expedited approval process would at least encourage multifamily housing proposals. But we know that these accommodations may not be enough to convince a lender who is risking long term funding that they believe will bring a higher return on investment in other pursuits. We recognize that the solution to a weak multifamily development market in small and rural cities isn't necessarily hinged on local land use or permitting regulations. However, while we cannot control the housing (and wider economic) market, we will continue to promote Eagle Point as the wonderful place to live that it is, and be ready to provide support for those seeking to build higher-density housing here – particularly in and around our downtown.

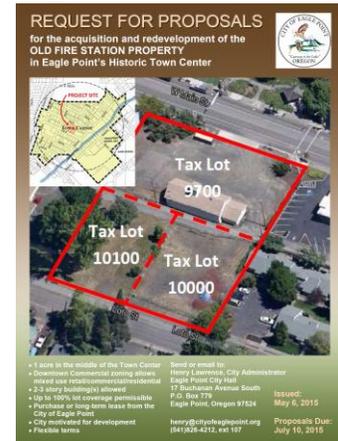
## **Department Highlights**

As we near the end of the current fiscal year, we are looking back and ahead to take stock of what we've done and what holds for the upcoming year. Here's a listing of some of the activities that the Planning Department engaged in during the FY 2014/15 fiscal year:

### **Long range planning**

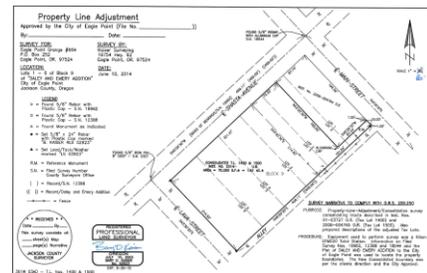
- A study to identify options for providing transit service in Eagle Point, culminating in a general election vote to determine whether property owners were willing to pay for that service.
- Development of procedures for expanding our urban growth boundary; key components include Conceptual Planning for Urban Reserve Areas, urban growth boundary expansion, and annexation from Jackson County.

- A focus on opportunities to improve upon what’s already built; ensuring quality infill development, adding parks and open space areas, and improving pedestrian and bicycle access throughout the City.
- On-going attention on development opportunities on city-owned property, such as the Old Fire Station property downtown.
- Work with Economic Development Commission under the Economic Development Strategy.
- Bringing land use applications and items of general interest to the Planning Commission.
- Work with the Federal Emergency Management Agency and State Dept of Land Conservation & Development evaluation of the upper Rogue River; hydraulic modeling and updating maps to help identify our flood hazard weak spots and develop mitigation measures.



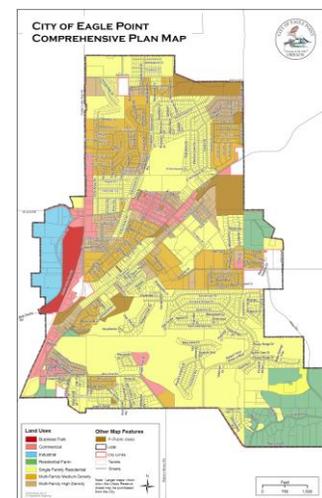
**Current Planning**

- Review of building permit applications for residential and commercial development.
- Pre-application for the Sienna Hills Subdivision/ Phase 4.
- Review of the restarted Sienna Hills Subdivision/ Phases 2, 5, 6 & 7.
- Whittle Boundary Line Adjustment.
- Peeters Boundary Line Adjustment.
- 1.6 MG Tank Site Boundary Line Adjustment.
- Eagle Point Bible Church Boundary Line Adjustment.
- Highland Park Boundary Line Adjustment (City deed and Public Access Easement).
- Hutchinson Property Partition.
- Rogue Credit Union Sign Replacement.
- Zoning Ordinance Amendment for Mobile Food Vendors.
- Radar Ridge Comprehensive Plan Amendment and Zone Change.
- Amendments to the Site Plan Review chapter of the Zoning Ordinance.



**Internal Initiatives**

- Planning counter staffing and public assistance.
- Planning Commission activity, including orientation/training, oversight, project proposal review and recommendations, and facilitation of the land use decision-making process.
- Economic Development Commission activity, including appointments, elections, orientation, oversight, and project work under the Economic Development Strategy.
- Update of Comp Plan, Zoning, Aerial, and Street maps.
- Update of Planning Application and development review fees.
- Document Planning Action procedures and land use decisions.
- Procurement of computer for the public service counter.
- Design and assistance with City Hall lobby renovation.
- Creation of a public assistance area in the City Hall lobby.
- Landscape design for segment of Hwy 62 at Harnish Wayside.



- Subdivision map maintenance.
- Planning & Building archive management.
- Development forecasting.