



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

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

May 12, 2015

## 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, Bill Fierke, Kathy Sell, Wayne Brown, and Aaron Prunty.

Council Members Absent: Ruth Jenks.

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

Guests: County Commissioner Roberts; Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; and members of the public and press.

### 2. FLAG SALUTE AND INVOCATION

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

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

Marcia Polacek of Eagle Point spoke to the Council about the small town America feel of Eagle Point that drew her family to this area. However, she also discussed concerns about litter and undesirable youth behavior at Centennial Plaza and the Covered Bridge Area. Ms. Polacek, a retired teacher and school councilor, who volunteers at a Railroad Park, proposed a no smoking ban for all city parks to enhance safety. Ms. Polacek further noted the possibility of marijuana use in the parks. Chief Thompson shared Ms. Polacek's concerns and discussed efforts such as the recent tree trimming near the bridge, an exclusion Ordinance, and vacating parks at dusk to remedy those concerns. Mr. Lawrence plans to bring the smoking issue before the Council at a future meeting. A brief discussion followed about loitering not being illegal, the age of smokers, and an existing Ordinance that bans smoking on the bridge.

## City of Eagle Point Council Meeting Minutes

May 12, 2015

Page 2 of 7

Lynn Leisler made a citizen comment about removing an empty alcohol bottle from the Centennial Plaza. It was noted there are observation cameras at the plaza and Public Works has been working hard to keep the area as clean as possible.

### 4. PRESENTATIONS

There were no presentations.

### 5. PUBLIC HEARINGS

There were no Public Hearings.

### 6. CONSENT CALENDAR

#### 6.1 Presentation of Regular Meeting Minutes of April 28, 2015.

Mayor Russell announced the Consent Calendar and asked for a motion. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. Cindy Hughes, City Recorder, explained that a scrivener's error had been corrected in the attendance section of the Minutes. There was no further discussion regarding the Consent Calendar. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, 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 regarding the bills to be paid. There being none, Council President Bilden moved to approve the bills to be paid. Councilor Prunty seconded the motion. There was no discussion. Roll call: Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, 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 Resolution No. 2015-20. A Resolution proclaiming May 15, 2015 as "National Peace Officers Memorial Day" and May 10-16, 2015 as "National Police Week" in the City of Eagle Point.

Chief Thompson announced May 10-16, 2015 as "National Police Week". Enacted

in 1962 by President Kennedy, "National Peace Officers Memorial Day" and May 10-16, 2015 as "National Police Week" honors and recognizes all law enforcement officers. Chief Thompson discussed being very proud of the officers in the Police Department and further explained about the life of an officer. Officers go to work each day not knowing what will happen, work irregular shifts at all hours, and miss holidays and family vacation. The good side of their job is when they make someone's day but there are hard days too that personally take a toll. Chief Thompson wore a band in recognition of officers who had sacrificed their lives in the line of duty as well as all police officers serving their communities.

Mayor Russell asked for a motion to approve Resolution No. 2015-20. Councilor Fierke made a motion to approve Resolution No. 2015-20 and Councilor Sell seconded the motion. A brief discussion followed in support and appreciation of recognizing Eagle Point's officers and those across the nation. Roll call: Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2015-21. A Resolution declaring certain property as surplus and authorizing its transfer, sale or other disposition.

Chief Thompson reported the Department regularly takes in evidence, and confiscated and found items. Property that is of no value is disposed of within 90 days. State law and City Municipal Code 3.08.070 gives the authority to declare surplus property and dispose of it. Public notice had been properly made. Chief Thompson further explained that some of the items had value, such as firearms that could be sold by reputable gun dealers and a credit given to the Police Department for equipment. Unclaimed cash amounts would be deposited to the General Fund. Councilor Fierke asked for clarification about the origins of the firearms. Some had been confiscated while others had been department firearms. Chief Thompson further noted the items needed to be purged to make room for evidence.

Mayor Russell asked for a motion to approve Resolution No. 2015-21. Councilor Sell made a motion to approve Resolution No. 2015-21 and Councilor Fierke seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Aaron Prunty, aye; Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.

- 10.3 Resolution No. 2015-22. A Resolution of the City of Eagle Point, Oregon, authorizing a borrowing to provide interim financing in an aggregate principal amount not to exceed \$2,823,000.

Melissa Owens, Finance Officer, explained about receiving notification of funding being set aside by USDA Rural Development; however, the funding can only be used when the project is completed. Until then, another financing mechanism is needed. Resolution No. 2015-22, gives authority to the City to borrow in the amount

of not more than \$2,823,000. Ms. Owens went on to explain that the Resolution is intentionally designed to cover various possibilities although the amount is specific.

A brief discussion followed about the purpose of Resolution No. 2015-21 and No. 2015-22 being separate Resolutions. Ms. Owens explained that the first Resolution allowed the borrowing while the second one allowed the selection of the bank and gives greater flexibility in the process. Mr. Lawrence added that in the private sector, this item would be a construction loan.

Mayor Russell asked for a motion to approve Resolution No. 2015-22. Councilor Fierke made a motion to approve Resolution No. 2015-22 and Councilor Prunty seconded the motion. There was no 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.

- 10.4 Resolution No. 2015-23. A Resolution authorizing the City Administrator to negotiate rate covenants and fees with selected commercial banks and execute all documents which are required in order to issue, sell and deliver Bond Anticipation Note not to exceed \$2,823,000.

Melissa Owens, Finance Officer, explained that the prior Resolution allowed the interim financing to happen, and this Resolution had more to do with selecting a bank(s) and ranking the bank(s). Each banking proposal was very different with important factors to consider. Ms. Owens went on to explain that in a previous borrowing situation, the City was able to earn enough interest on the loan to actually make the interest only payments. Although that is not the current market, staff had spent a considerable amount of time reviewing the proposals and discussed the options in great detail with bond counsel.

Discussion ensued about the pros and cons of each proposal. Mr. Lawrence clarified the intent of the item was to allow the Council to rank the proposals. After a lengthy discussion, it was determined that Columbia Bank and Washington Federal would be the top two choices and a third could be selected by staff.

During the discussion, Councilor Prunty disclosed that his employer had a sizeable loan with Washington Federal. Mr. Lawrence determined this was not an actual conflict.

Mayor Russell asked for a motion to approve Resolution No. 2015-23. Councilor Prunty made a motion to approve Resolution No. 2015-23, a Resolution authorizing the City Administrator to negotiate rate covenants and fees with Washington Federal Bank, Columbia Bank, and give a third option to staff, and execute all documents which are required in order to issue, sell and deliver Bond Anticipation Note not to exceed \$2,823,000. Councilor Bilden seconded the motion. There was no 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.

- 10.5 Resolution No. 2015-24. A Resolution authorizing the loan of funds from the General Fund to the Water Fund and from the Street SDC Fund to the Water Fund for the purposes of retiring Capital Water Debt.

Melissa Owens, Finance Officer, explained that as the City worked through the financing of water projects, it also looked at other ways to refinance debt and benefit the Water Fund. After checking with banking institutions, staff determined it would be more beneficial to make an internal loan from the Street SDCs Fund and General Fund to the Water Fund than to obtain a standard loan. However, it was noted that this internal loan would need to be repaid within the required 10 year period, at an interest rate of what the City would earn in a Local Government Investment Pool. The goal is to pay back the loan sooner than the required 10 year period.

Mr. Lawrence added that the cost of water repairs caused the need for the loan and discussions of such had been going on for about two years. Further, the goal is to get projects completed while helping the City's fiscal position. Mr. Lawrence clarified that authorizing the Resolution did not authorize a rate increase.

*(Revised during the City Council Meeting of May 26, 2015).*

**Mayor Russell asked for a motion to approve Resolution No. 2015-24. Council President Bilden made a motion to approve Resolution No. 2015-24, a Resolution authorizing the loan of funds from the General Fund to the Water Fund and from the Street SDC Fund to the Water Fund for the purposes of retiring Capital Water Debt. Councilor Fierke seconded the motion. Discussion ensued wherein Mr. Lawrence verified that capital improvements had been projected and budgeted. In addition, the principal will be paid earlier if funds are available. It was further clarified that rate increases require separate approval by the Council and will not be increased as a result of this Resolution. Roll call: Kathy Sell, aye; Jonathan Bilden, aye; Wayne Brown, aye; Bill Fierke, aye; Aaron Prunty, aye; Bob Russell, aye; and Ruth Jenks, absent. The motion passed unanimously by those present.**

## 11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke announced an upcoming School District 9 Board meeting, and reported a recent quarterly meeting with D9 representatives was focused on the topic of youth recreation. Additionally, the date for a joint meeting with the School Board had been set for the first Council meeting in August at 6:00 p.m.

Council President Bilden announced the next Economic Development Commission meeting will be held in June. A new discussion item for the Commission is preservation of the historical downtown area. Council President Bilden reported attending a SOREDI meeting, and announced an upcoming ACCESS (The Community Action Agency of

**City of Eagle Point Council Meeting Minutes**  
**May 12, 2015**  
**Page 6 of 7**

Jackson County) Board retreat. Further, priorities in the Governor's office had changed from Economic Development to Community Development.

Councilor Brown reported receiving a notification card from Rogue Valley Sewer Services (RVSS) regarding a rate increase; however, RVSS plans to be more prudent in forecasting to cover debts.

Councilor Sell reported attending the Vintage Faire, and commented about the beauty of the flower baskets.

Mayor Russell reported favorably on the success of the Vintage Faire, and encouraged support of the Circus scheduled on May 20.

**12. STAFF REPORTS**

Mike Upston, Planning Director, reported on upcoming discussion items with the Economic Development Commission. Mr. Upston also reported attending a Southern Oregon Regional Economic Development Inc. (SOREDI) meeting wherein a consultant discussed how to be competitive with national site selectors. Regarding development, permitting has increased and is anticipated to increase into the summer months.

Melissa Owens, Finance Officer, reported the majority of work is focused on budget preparation. The first Budget Committee meeting is scheduled on May 28<sup>th</sup>, and if necessary, a second will be held on June 2. Work is continuing on the USDA loan and insurance renewal coverage.

Robert Miller, Public Works Director, reported on multiple upcoming projects. Most notable were engineering service proposals, bids for seasonal mowing, Phase II Lighting – Main Street, and the Lucas Park Playground. Mr. Miller also reported attending a drought summit; however, this area is not as susceptible as other areas in the State but water conservation is encouraged. Compliments regarding tree trimming near the Covered Bridge and assistance with chairs for the Vintage Faire will be passed on to Public Works Staff.

Vern Thompson, Chief of Police, announced he will attend a Peace Officers Ceremony in Medford related to National Peace Officers Memorial Day.

Henry Lawrence, City Administrator, relayed Attorney Kellerman's apologies for being out of town during the meeting although he had reviewed the Agenda Packet and did not note any problems. The Friday Letter had gone out earlier in the day, and coordination efforts were being made with Alan Currison for the Tour de Eagle Point.

Cindy Hughes, City Recorder, reported recruitment for the Economic Development Commission.

**13. INFORMATION**

There were no information items for discussion.

14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 8:08 p.m.

Respectfully submitted,

  
Cindy Hughes, City Recorder

ATTEST:

  
Robert E. Russell, Mayor