



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL

Council Chambers
17 Buchanan Ave. South, Eagle Point, Oregon
July 28, 2015

REGULAR MEETING AGENDA - REVISED

1. CALL TO ORDER – 7:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
4. PRESENTATIONS
 - 4.1 Fire District 3 – Mid-Year Performance Report by Mike Hussey, Deputy Chief of Operations.
5. PUBLIC HEARINGS
6. CONSENT CALENDAR
 - 6.1 Presentation of Regular Meeting Minutes of July 14, 2015.
7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
8. PRESENTATION OF BILLS TO BE PAID
9. OLD BUSINESS

If a physical accommodation is needed to participate in this meeting, please contact the City Recorder at 541-826-4212 ext. 106 or TTY/TDD 711 or 800-735-2900. Notification of at least 48 hours prior to the meeting will assist the City in providing reasonable accommodations. (28 CFR 35.102-35.104 ADA Title II).

City Council Agenda - Revised

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10. NEW BUSINESS

10.1 Discussion regarding the rates for late fees for utility accounts.

10.2 Discussion regarding Medford Water Commission's cost of service study and the proposed rate increase.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

12. STAFF REPORTS

12.1 Planning Department.

12.2 Financial Department.

12.3 Public Works Department.

12.4 Police Department.

13. INFORMATION

14. ADJOURN

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE
www.cityofeaglepoint.org



CITY OF EAGLE POINT

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OREGON

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

JULY 14, 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, Wayne Brown, Bill Fierke, Ruth Jenks, Aaron Prunty and Kathy Sell.

Council Members Absent: Jonathan Bilden.

Staff Members Present: Henry Lawrence, City Administrator; Joe Kellerman, City Attorney; Robert Miller, Public Works Director; Melissa Owens, Finance Officer; Sergeant Dustin LaFord, Police Department; Mike Upston, Planning Director; and Cindy Hughes, City Recorder.

Guests: Suzi Collins, Planning Commissioner; Millie Wewerka, Budget Committee and Planning Commissioner; 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 offered an invocation.

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

Helen Wolgamott of Eagle Point provided an update about the Blue Star Memorial dedication scheduled for May 21, 2016 at the Harnish Visitors Center. Ms. Wolgamott shared about a Certificate of Appreciation from the National Garden Clubs in recognition of the Central Point Garden Club, and reported it was also in recognition of the City of Eagle Point (Submission No. 1). In closing, Ms. Wolgamott requested the Council to consider suggestions for speakers at the dedication of the Blue Star Memorial Marker.

Bob Pinnell of Eagle Point suggested taking a closer look at the Economic Development Commission's Strategic Initiative No. 5 – Livability, Short Term Action E: Highway 62

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corridor appearance. Mr. Pinnell proposed creating a plan with interested members of the public to enhance the Highway 62 corridor (Submission No. 2) with the addition of trees and vegetation from Crystal Drive to Dutton Road. Additionally, Mr. Pinnell asked and received the Council's consent to bring the item forward through the Economic Development Commission.

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 June 23, 2015.

Mayor Russell announced the Consent Calendar and reported that since the meeting of June 23rd, a Letter of Dissent and Protest had been received by Councilor Prunty in regard to Ordinance No. 2015-04. Further, staff researched this matter and there was not a precedent to enter the Dissent and Protest into the Minutes. Based upon Council Rule No. 21, discussion ensued which resulted in the following motion.

Motion: Councilor Sell made a motion to attach Councilor Prunty's letter to both sets of Minutes, June 23rd and July 14th. Councilor Prunty seconded the motion. A brief discussion followed which clarified the motion did not include approval of the Minutes. Roll call: Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Ruth Jenks, aye; Bill Fierke, nay; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed with five ayes and one nay. (*Attachment No. 1 - Letter of Dissent and Protest filed by Councilor Prunty on June 25, 2015.*)

Next, Mayor Russell offered to entertain a motion to approve the Consent Calendar. Councilor Jenks moved to approve the Consent Calendar and Councilor Brown seconded the motion. There was no discussion. Roll call: Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Bob Russell, abstained; and Jonathan Bilden, absent. The motion passed with five ayes.

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 questions about the bills to be paid. Councilor Fierke inquired about the conceptual design for the tennis courts. Robert Miller, Public Works Director, responded that six options were presented by the landscape architect and a selection will be made from the two most favorable options. The Upper Rogue Tennis

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Foundation and the school district will also be involved in the selection of the final option. There being no further questions, Councilor Jenks moved to approve the Bills to be Paid in the amount of \$177,901.63 along with the additional bills list (Submission No. 2) in the amount of \$7,816.42. Councilor Brown seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

9. OLD BUSINESS

There was no old business.

10. NEW BUSINESS

- 10.1 Resolution No. 2015-39. A Resolution authorizing a City of Eagle Point Personal/Professional Services Contract with National Pavement Maintenance PDX LLC for the 2015 Seal Coat Project.

Robert Miller, Public Works Director, reported the City is in the third year of the pavement management program and referenced a map in the agenda packet with the proposed locations of approximately 68,000 square yards of seal coating. Only one bid was received by the deadline and it was less than anticipated, coming in lower than last year's cost. A brief discussion followed about the schedule for Poppy Ridge, and the scheduled work is a continuation of the work started last year.

Mayor Russell asked for a motion to approve Resolution No. 2015-39. Councilor Fierke made a motion to approve Resolution No. 2015-39 and Councilor Jenks seconded the motion. There was no discussion. Roll call: Wayne Brown, aye; Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.2 Resolution No. 2015-40. A Resolution authorizing Local Agency Agreement No. 30651 Congestion Mitigation and Air Quality Program with the State of Oregon, through its Department of Transportation, for the Stevens Road-East Main Street to Robert Trent Jones Boulevard Project.

Robert Miller, Public Works Director, reported the City was successful in obtaining a grant through the Rogue Valley Metropolitan Planning Organization (RVMPO) for improvements to Stevens Road-East Main Street from Hillside Elementary School (HES) up to Robert Trent Jones Boulevard. The project includes sidewalks, curb and gutter on the south side of Stevens Road-East Main Street from HES to Robert Trent Jones Boulevard, and from HES to Bridgeport Drive on the north side as part of a reduced funding option. A crosswalk at Bridgeport Drive (allowing access to both sides of the road), bike lanes, drainage improvements and lighting are included with the project, in addition to left turn lanes at key intersections, and resurfacing of the existing pavement.

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Mr. Miller explained the total project cost is estimated at just over \$2,700,000 and the grant from RVMPO includes Congestion Mitigation and Air Quality (CMAQ) funding up to \$1,332,497, and Surface Transportation Program funds up to \$1,104,043. CMAQ and STP funds are included and will not require additional agreements. The City is required to provide an estimated percentage match of \$278,874 (minimum of 10.27 percent). There was additional discussion about budgeting over two and possibly three budget years. Mr. Miller clarified that the sidewalk, curb and gutter would match up with the existing sidewalk, curb and gutter at the southern most point of HES.

Mayor Russell asked for a motion to approve Resolution No. 2015-40. Councilor Sell made a motion to approve Resolution No. 2015-40 and Councilor Jenks seconded the motion. There was no discussion. Roll call: Bill Fierke, aye; Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

Councilor Jenks and City Attorney, Joe Kellerman, commended Mr. Miller for obtaining the project funding. Councilor Jenks contributed the award to Mr. Miller's wise suggestions during negotiations. Mr. Miller also gave credit to Mike Upston, Planning Director.

- 10.3 Resolution No. 2015-41. A Resolution setting Wage Levels for Management Positions for the City of Eagle Point for 2015-2016.

Henry Lawrence, City Administrator, explained that effective July 1, 2015, the City entered into the third year of the labor agreement with the Teamsters General Unit and Teamsters Police Unit. The third year includes a 2% cost-of-living adjustment, which the Council generally provides to non-represented management staff. Mr. Lawrence further explained that the adjustment did not include his salary as it is under a separate contract.

Mayor Russell asked for a motion to approve Resolution No. 2015-41. Councilor Fierke made a motion to approve Resolution No. 2015-41 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Ruth Jenks, aye; Aaron Prunty, aye; Kathy Sell, aye; Wayne Brown, aye; Bill Fierke, aye; Bob Russell, aye; and Jonathan Bilden, absent. The motion passed unanimously by those present.

- 10.4 Discussion and update regarding Oregon legislative actions and implementation of legal marijuana under Measure 91.

Henry Lawrence, City Administrator, deferred to City Attorney, Joe Kellerman. Mr. Kellerman explained that the Local Option section in House Bill 3400 was the most pressing deadline but approximately six months are left until anything has to be

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done. Mr. Kellerman stated he did not have suggestions but explained that legislation allows cities to “opt out” of allowing commercial marijuana. Basically, cities in counties that defeated Measure 91 by a margin greater than 55% may do so by Council action. Cities in counties where Measure 91 received 45% of the vote or more may refer an opt-out measure to their voters. Such a referral would place a moratorium on commercial marijuana activities until the general election in November, 2016. In Jackson County, the bill passed by 53.6%; however, Eagle Point’s Precincts 27 and 29 resulted in “no” votes of 56.84% and 57.91%.

The City Council and Attorney Kellerman discussed:

- Time, place, and manner.
- Ordinances outlawing outside grows.
- Taxation – amending Eagle Point’s Ordinance to tax at a rate of whatever is the greatest amount allowable by legislature.
- Moratorium on commercial or medical marijuana and Eagle Point’s Business License requirements.
- Judicial decisions regarding Federal Law.
- Opting Out for any type of retail or medical marijuana facilities (producers, wholesalers, retailers, or any combination - not four plants in a back yard) would disqualify the City to receive state revenues on marijuana.
- Odor, nuisance, and enforcement.
- Future review of Ordinances from surrounding cities, and samples provided on the League of Oregon Cities’ website.

Mike Upston, Planning Director, suggested the Council address the following issues first:

- 1) Time, place and manner – locations for dispensaries and hours of operations;
- 2) Impacts with growing and selling – standards, possibly including odor impact;
- 3) Vote on ballot, November 16;
- 4) Local option tax; and
- 5) Abandon and hang hat on business license.

In addition, Attorney Kellerman referenced the Cole Memorandum (James M. Cole, Deputy Attorney General, U.S. Department of Justice, Memorandum for All United States Attorneys dated August 29, 2013), and explained about the eight key factors addressed in the memorandum.

A lengthy discussion continued in which Attorney Kellerman made it clear that there were many unknowns that would continue for some time. Other points of discussion included:

- California as the world’s 8th largest economy and potential impacts of legalization in California.
- Nuisances and unreasonable interference of land use.

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Councilor Fierke recommended letting the citizens vote on the issue which was met with the Council's support. Discussion continued which resulted in Mr. Lawrence determining to bring back the ballot issue; and time, place, and manner issue for discussion. In the interim, Attorney Kellerman recommended amending the Ordinance to allow for taxation of 10% or the maximum amount allowed by law.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke announced that the D9 Board will meet the following week; however, there had been an informational meeting with the School District earlier in the day. Discussion items included student visitors from Showa Japan during the week of August 3rd; support for a spray park, electronic reader board, partnership with the YMCA, and a court case related to the school district. Councilor Fierke also discussed various spray parks in the area, the City Administrator's review, the downtown property, and water rates.

Councilor Jenks reported attending the Rogue Valley Area Commission on Transportation (RVACT) meeting, and a continuing discussion regarding grants which she deferred to Robert Miller, Public Works Director. In addition, Councilor Jenks reported that tribal entities with a local interest have the right to be invited and seated as voting members. Also presented during the RVACT meeting was OReGO, an ODOT test program, for taxing miles driven which will include 5,000 participants. Councilor Jenks reported an absence of enthusiasm for the test program; and discussed the impact to communities such as Eagle Point with 85% of its population commuting and the average Oregonian's household transportation budget at approximately 30%.

Mayor Russell reported enjoying the 4th of July celebration and commended the Community Association and Suzi Collins for doing a great job.

12. STAFF REPORTS

Mike Upston, Planning Director, discussed the reactivation of the Cottonwood Subdivision project and public hearings scheduled with the Planning Commission on August 18th and City Council on September 8th. Other zoning issues include regulations for electronic reader boards and signage. Mr. Upston also referenced the Friday Letters with reports of a strong upward trend in construction permits, an increase in the rate of new single family homes, and an increase in the number of improvement permits to existing homes. Mr. Upston reminded everyone about City events and the Second Saturday Program, and concluded the report by encouraging everyone to attend and invite their friends to the Annual Street dance on August 15th.

Melissa Owens, Finance Officer, reported the Finance Department is working on: closing out the fiscal year and making sure items are appropriately allocated to the correct fiscal year; starting projects for the new fiscal year; and the USDA loan documents.

Robert Miller, Public Works Director, provided an update on the partnership with the YMCA and working toward having a part time or full time director for Eagle Point. In

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regard to the presentation on OreGO at the RVACT meeting, Mr. Miller reported there was some indication that the program may become mandatory in the future. Mr. Miller also discussed fundraising for Eagle Point park projects and plans for the Parks and Recreation Commission to review spray parks at its July meeting. Further, Mr. Miller reported negotiations in progress with the engineering firm for the USDA project. Councilor Jenks inquired about the tennis court project fund raising efforts reported in the Friday Letter and expressed uneasiness about feeling disconnected by the lack of information on those efforts. As a solution, Mr. Miller offered to share information from the tennis court meetings he attends.

Sergeant LaFord did not provide a report; however, Councilor Jenks commended his efforts on weed enforcement, noting areas had been mowed that she had never seen mowed before.

Henry Lawrence, City Administrator, reported the City's most significant issue regarded the Medford Water Commission's cost of service study and a proposed rate increase of 42% at 12% per year beginning January 1st. Mr. Lawrence explained the increase would impact all surrounding cities and a workshop with the Medford Water Commission is scheduled on August 12th. Further, Mr. Lawrence assured the Council that the City would be represented at every meeting. There was additional discussion and strong concern expressed. At Mr. Lawrence's direction, the Medford Water Commission's cost of service study and the proposed rate increase will be on the next agenda.

13. INFORMATION

13.1 OLCC License Renewals.

OLCC License Renewals were acknowledged earlier in the meeting.

14. ADJOURN

There being no further business, Mayor Russell closed the meeting at 9:03 p.m.

Respectfully submitted,

Cindy Hughes, City Recorder

ATTEST:

Robert E. Russell, Mayor

City of Eugene 7-24-15

BILL LIST
7/28/2015

<u>CHECK #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
35965	ADVANCED AIR & METAL INC.	BUILDING MAINT/REPAIR-ASHPOLE CENTER	\$ 79.95
35966	ALTERNATE ENERGY SERVICES	BUILDING MAINT/REPAIR-JUDGE STEWART	\$ 840.00
35967	BIG R	EQUIPMENT MAINT/REPAIR	\$ 135.97
35968	CA DEPT OF CONSUMER AFFAIRS	ENGINEER LICENSE RENEWAL	\$ 236.50
35969	CIS TRUST	QTRLY WORKERS COMP & ANNUAL PROP/LIABILITY	\$ 67,774.80
35970	FARBER SURVEYING	MCLOUGHLIN MEADOWS/PLAT MAP	\$ 110.00
35971	GENERAL PACIFIC, INC.	WATER METERS/REGISTERS	\$ 2,213.88
35972	HAYS OIL COMPANY	FUEL/DIESEL	\$ 2,347.36
35973	HORNECKER COWLING LLP	CITY ATTORNEY	\$ 2,507.50
35974	HUNTER COMMUNICATIONS	UTILITY	\$ 695.75
35975	JACKSON COUNTY AIRPORT AUTHORITY	AIRPORT SIGN RENTAL	\$ 281.96
35976	JACKSON COUNTY ROADS	STREET STRIPING	\$ 4,231.27
35977	MIKE'S COPY & PRINTING	SUPPLIES	\$ 189.00
35978	NEILSON RESEARCH CORPORATION	WATER TESTING	\$ 280.00
35979	OFFICEMAX	SUPPLIES	\$ 9.32
35980	OREGON ASSOCIATION OF WATER UTILITIES	ANNUAL MEMBERSHIP	\$ 930.00
35981	PACIFIC ELECTRICAL CONTRACTORS	OLD FIRE STATION	\$ 4,045.00
35982	PACIFIC OFFICE AUTOMATION	COPIER	\$ 83.34
35983	PACIFIC PAVING, INC.	ASPHALT PATCHING-TEAKWOOD, ASHWOOD	\$ 972.00
35988	PACIFIC POWER 0012	UTILITY	\$ 17,560.18
35985	PACIFIC POWER 0020	UTILITY	\$ 198.02
35989	PACIFIC POWER 0038	UTILITY	\$ 66.26
35990	PACIFIC POWER 0046	UTILITY	\$ 165.13
35986	PACIFIC POWER 0152	UTILITY	\$ 50.06
35984	PACIFIC POWER 0160	UTILITY	\$ 298.15
35987	PACIFIC POWER 0194	UTILITY	\$ 18.44
35991	PACIFIC POWER 0210	UTILITY	\$ 320.41
35992	PACIFIC POWER 0228	UTILITY	\$ 129.95
35993	PACIFIC POWER 0236	UTILITY	\$ 153.78
35994	PACIFIC POWER 0251	UTILITY	\$ 40.16
35995	PERSONNEL SOURCE, INC	TEMP SRV-CODE, HARNISH, MUSEUM-2 WKS	\$ 2,968.61
35996	PITNEY BOWES PURCHASE POWER	POSTAGE	\$ 2,015.00
35997	PPG ARCHITECTURAL COATINGS	STREET PAINT	\$ 2,760.05
35998	QUALITY FENCE COMPANY	FENCE REPAIR-LITTLE BUTTE PARK	\$ 130.00
35999	RHZ ENGINEERING, INC.	PLAN REVISIONS/S SHASTA CULVERT REPLACEMENT	\$ 4,271.69
36000	RICHARD T BRINK	REPAIR WORK CENTENNIAL PARK	\$ 980.00
36001	ROGUE SHRED	UTILITY	\$ 104.25
36002	SCOTT WALTER, LM	DITCH CLEANING	\$ 284.00
36003	SPRINT-LD	UTILITY	\$ 142.77
36004	SUNDANCE SIGNS	TENANT SIGN-JUDGE STEWART	\$ 100.00
36005	US BANK	CITY CARD PURCHASES	\$ 3,920.96
36006	VERIZON WIRELESS	UTILITY	\$ 240.06
36007	WCP SOLUTIONS	JANITORIAL	\$ 452.76
36008	YMCA	CUSTOMER DONATION	\$ 90.00
		SUBTOTAL	\$ 125,424.29
REFUNDS			
36009	BAUGHMAN, ROLLAND		\$ 87.12
36010	BOSSARD, TIMOTHY		\$ 11.29
36011	BROWN, CRISTY		\$ 12.15
36012	CARPENTER, ERNEST		\$ 18.04
36013	CENTRAL PIPELINE		\$ 370.25
36014	GETSINGER, MELISSA		\$ 67.43
36015	OWEN, CRAIG		\$ 72.31
36016	RICHARDSON, KELLI		\$ 7.98
36017	WICKMAN, GEORGE		\$ 381.07
36018	WILKINSON, FRED		\$ 22.14
	SUBTOTAL		\$ 1,049.78
	TOTAL		\$ 126,474.07

**BUSINESS OF THE CITY COUNCIL
EAGLE POINT, OREGON**

AGENDA STATEMENT

Item Number: 10.1
Meeting Date: July 28, 2015

ITEM TITLE: Discussion regarding the rates for late fees for utility accounts.

SUBMITTED BY: Melissa Owens, Finance Officer, (541) 826-4212 ext. 124

SUMMARY EXPLANATION: At a previous City Council meeting there was discussion regarding the late fees that are assessed on utility accounts. The City Council asked for this item to be brought back for discussion.

The Utility Billing cycle starts with reading water meters on or around the 25th of each month. Once reads are uploaded, bills are typically printed and mailed within 2 business days. Payments are due by the 10th of the following month. If bills are not paid by the 20th, a pink late notice is generated and mailed to the customer. By the 25th, the cycle is starting over and meters are being read and new bills are being generated. If the previous month's bill is not paid by the 10th (the new bill's due date) then a yellow door tag is generated and placed on the customer's door and a \$40 late fee is assessed to the account. The door tag gives the customer 2 business days to pay their bill in full or the water will be locked off. Once water is locked off, the customer would need to pay full balance plus a \$35.00 reconnect fee to have the meter unlocked. At the time the meter is locked off, the customer would have had more than 50 days to pay with 4 notices made.

Each month there are typically 500-600 pink late notices mailed. There is no late fee assessed with the pink late notice. There are typically 80 – 100 yellow door tags delivered to physical addresses. A \$40.00 late fee is assessed when the yellow door tag is delivered. There are typically 10-12 meters that actually get locked off by Public Works. There is a \$35.00 reconnect fee assessed when Public Works unlocks the meter.

There are occasions when late fees and reconnect fees are waived but this is on a case by case basis. The late fee was \$10.00 for many years and there was no reconnect fee. In June 2007, an analysis was done to determine the costs associated with generating and mailing the pink late notices and the time and expense to generate and deliver the yellow door to the physical address. An analysis was also completed to determine the expense and time to lock and unlock meters. While these fees were set at a rate to reimburse for actual costs it is also at a rate that encourages timely payments. Before the rate was increased there were many more customers who neglected to pay their utility bill until after the late fee was assessed.

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When comparing the late fee and reconnect fee with other Cities, the notification process should be considered because it is quite different. Eagle Point is one of the few cities that delivers a door tag reminder. Many Cities rely on mail as the only notification that a payment is late and only hang a door tag after service has been disconnected. It has been very effective for Eagle Point to hang a door tag giving notice that water will be turned off rather than after disconnection. This gives the resident the notice that water shut off is eminent if payment is not made.

FINANCIAL IMPACT: None at this time.

APPROVED FOR SUBMITTAL:  _____
Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Staff recommends discussion of this item.

NO AGENDA STATEMENT - Item Number: 10.2

Finance Report – July 28, 2015

Current Financial Report

The current financial report is attached. It includes revenue that was received and expenditures that were paid through June 30, 2015. However it is not a complete year-end report. There are still revenues and expenditures that will be allocated to 2014/2015. There are also some of the fund to fund transfers that will not be completed until revenue and expenditures are finalized. I will provide a report when year-end reports are completed. The year ended much the way we expected. An important point to remember when looking at revenue vs. expenditures for General Fund and Street SDC Fund is that there was a loan from the two funds to the Water Fund to repay debt. These loans will be repaid within 10 years.

As part of the new water project financing, the City had planned on repaying two loans early (during the 2014/2015 fiscal year). One loan was in the amount of \$1,396,000 at 5% interest. This loan was repaid in June. This early payoff saves the City approximately \$950,000 in interest costs. The second loan of \$355,000 at a variable interest rate was also planned to be repaid during 2014/2015. However, due to some timing requirements with the lender we will have to wait until August 2015 to repay that loan. There will be a savings with that as well. This payoff was budgeted in 2014/2015 not 2015/2016. This will require a budget adjustment which staff will present at a future City Council meeting.

New Year

Staff has been busy making changes for the new fiscal year:

- Utility System
 - Rate changes for Sewer
 - Rate changes for Water
- Payroll System
 - Wages changes
 - Benefit cost changes
 - PERS rate changes
- Budget
 - Implementing new budget
 - Installing new fund allocations
- Business License
 - Sending annual renewals
 - Discontinuing licenses for those businesses not operating within the City any longer

Auditors and year-end

Auditors will return October 12 – October 15 to finish the audit field work. Staff is preparing and reconciling reports as required in the audit process.

Upcoming Events

August 4	National Night Out
August 15	Street Dance
September	Community Day of Service
September	Watershed Festival
October 31	Halloween at Harnish Park

Here are a few statistics for May

- Municipal Court
 - 47 new citations were issued and cited to appear in Eagle Point Municipal Court
 - 64 citations were scheduled to be heard in court
 - 34 citations were scheduled to be heard in court but the defendant failed to appear in court
 - 0 elected to take traffic school
 - 7 paid their ticket online

- Utility Billing
 - 3156 utility accounts were billed
 - 62 residents changed addresses (People moved in or out)
 - 490 late notices were mailed
 - 88 door tags were hung for addresses that were in danger of being disconnected for nonpayment
 - 10 new water meters were shut off for nonpayment. Most of these were turned back on with payment
 - There are currently 44 meters that are shut off for nonpayment. These meters have been locked off for more than one month
 - 52 Lien Searches

- Electronic and Online billing and payment options
 - 872 Customers receive their utility bills by email
 - 337 Customers pay their utility bill by automatic bank draft
 - 209 Customers paid their utility account online

Budget to Actual through June 30, 2015

General Fund (10)

	2011/2012	2012/2013	2013/2014	Period Ending	2014/2015	% of
	Audited	Audited	Audited	6/30/2015	Adopted Budget	Budget
<i>Revenue</i>						
Property Tax	\$1,240,804	\$1,226,923	\$1,270,023	\$1,364,817	\$1,332,442	102.43%
Delinquent Property Tax	\$71,532	\$66,099	\$69,563	\$44,074	\$50,000	88.15%
Franchise Fees	\$509,093	\$488,453	\$508,327	\$486,399	\$500,000	97.28%
State Revenue Sharing	\$201,870	\$201,184	\$210,135	\$186,449	\$216,913	85.96%
911 Tax Revenue	\$41,489	\$0	\$0	\$0	\$0	0.00%
Business Licenses	\$25,582	\$30,225	\$11,650	\$34,568	\$25,000	138.27%
Building Fees	\$39,335	\$60,588	\$106,439	\$126,295	\$69,700	181.20%
Court Revenue	\$139,370	\$128,352	\$101,853	\$99,841	\$108,000	92.45%
School Resource Officer	\$55,193	\$57,334	\$61,681	\$0	\$65,000	0.00%
Transfers in	\$119,579	\$107,757	\$130,608	\$0	\$121,939	0.00%
Other Revenue	\$146,204	\$168,169	\$112,682	\$189,307	\$131,901	143.52%
Total Revenue	\$2,590,049	\$2,535,081	\$2,582,960	\$2,531,748	\$2,620,895	
<i>Expenditures</i>						
Administration	\$211,970	\$206,057	\$251,479	\$245,911	\$306,150	80.32%
Municipal Court	\$53,155	\$55,282	\$53,029	\$52,852	\$51,575	102.48%
Building	\$141,834	\$144,526	\$147,805	\$163,150	\$142,085	114.83%
Planning	\$102,306	\$61,954	\$88,137	\$107,952	\$119,200	90.56%
Police	\$1,314,778	\$1,318,365	\$1,339,245	\$1,361,551	\$1,460,543	93.22%
Parks	\$89,945	\$118,058	\$136,453	\$128,049	\$160,650	79.71%
Recreation	\$40,021	\$35,343	\$2,000	\$0	\$0	0.00%
Billing Services	\$46,607	\$43,433	\$45,833	\$48,251	\$49,750	96.99%
911 Tax	\$41,489	\$0	\$0	\$0	\$0	0.00%
Non Departmental	\$56,785	\$117,059	\$188,478	\$126,171	\$1,277,813	9.87%
Transfers	\$36,820	\$38,850	\$117,396	\$0	\$63,900	0.00%
Loan to other funds	\$0	\$0	\$0	\$586,258	\$586,258	100.00%
Contingencies & Reserves	\$0	\$0	\$0	\$0	\$828,894	0.00%
Total Expenditures	\$2,135,709	\$2,138,928	\$2,369,855	\$2,820,145	\$5,046,818	
Beginning Cash Balance	\$1,601,599	\$2,055,938	\$2,452,092	\$2,665,197		
Total Revenue	\$2,590,049	\$2,535,081	\$2,582,960	\$2,531,748		
Total Expenditures	\$2,135,709	\$2,138,928	\$2,369,855	\$2,820,145		
Revenue vs Expenditures	\$454,340	\$396,154	\$213,105	(\$288,397)		
Ending Cash Balance	\$2,055,938	\$2,452,092	\$2,665,197	\$2,376,800		

Street Fund (21)

	2011/2012	2012/2013	2013/2014	Period Ending	2014/2015	% of
	Audited	Audited	Audited	6/30/2015	Adopted Budget	Budget
<i>Revenue</i>						
Gas Tax	\$462,690	\$466,887	\$489,356	\$497,238	\$490,800	101.31%
Transportation Utility Fee	\$304,302	\$307,196	\$308,768	\$312,967	\$312,000	100.31%
STP Funds	\$0	\$0	\$173,463	\$267,708	\$200,000	133.85%
Other Revenue	\$196,855	\$4,760	\$5,012	\$3,569	\$4,800	74.36%
Total Revenue	\$963,846	\$778,843	\$976,599	\$1,081,483	\$1,007,600	
<i>Expenditures</i>						
Personnel	\$244,253	\$260,301	\$266,227	\$272,343	\$280,050	97.25%
Materials & Services	\$299,770	\$313,760	\$214,885	\$213,190	\$240,900	88.50%
Capital Outlay	\$411,770	\$25,124	\$391,329	\$615,608	\$1,153,464	53.37%
Transfers	\$56,127	\$56,512	\$66,400	\$0	\$57,920	0.00%
Contingency	\$0	\$0	\$0	\$0	\$150,000	0.00%
Total Expenditures	\$1,011,920	\$655,698	\$938,840	\$1,101,140	\$1,882,334	
Beginning Cash Balance	\$851,742	\$803,668	\$926,813	\$964,573		
Total Revenue	\$963,846	\$778,843	\$976,599	\$1,081,483		
Total Expenditures	\$1,011,920	\$655,698	\$938,840	\$1,101,140		
Revenue vs Expenditures	(\$48,074)	\$123,145	\$37,759	(\$19,658)		
Ending Cash Balance	\$803,668	\$926,813	\$964,573	\$944,915		