



FRIDAY LETTER

JUNE 20, 2014

ADMINISTRATION

City Recorder

On June 24th, during the City Council's regular meeting, Chris Adams and Theron Logan will be sworn in as Eagle Point Police Officers. In addition, the following Resolutions will be deliberated:

- Initiating a ballot measure to ask voters within the Eagle Point City Limits to decide whether or not the City should annex into the Rogue Valley Transit District;
- Adjustments to revenue and expenses within various funds for the 2013-2014 Fiscal Year;
- Adopting the 2014/2015 Budget, declaring tax levied, making appropriations for the 2014-2015 Fiscal Year, and categorizing the tax levy; and
- Authorizing a new Job Description for Account Clerk II.

Elections Information: The City of Eagle Point is accepting filings for candidacy for elected offices including Mayor and three Council Member positions. All interested individuals should contact Cindy Hughes, City Recorder, at 541-826-4212 ext. 106 regarding deadlines, elections filing requirements and to receive a Candidate Packet.

Vacancies on Commissions: The City of Eagle Point is accepting applications for persons interested in serving on the Economic Development Commission. Please visit the City's website for additional details at: www.cityofeaglepoint.org or the Bulletin Board in City Hall.

Upcoming Meetings:

City Council – June 24 - 7:00 p.m. - City Hall

Economic Development Commission – July 7 – 6:00 p.m. – City Hall

City Council – July 8 - 7:00 p.m. - City Hall

Parks and Recreation Commission - July 10 - 7:00 p.m. - City Hall

FINANCE

Finance continues to be very busy with preparation for the end of one fiscal year and the beginning of the new fiscal year. In addition, we are preparing for the annual business license renewal process, continuing work with USDA Rural Development. All staff is working to prepare for the upcoming community events such as 4th of July activities, National Night Out, the Street Dance.

Budget

The Budget Committee met on May 21, 2014 to discuss the proposed budget. Staff outlined the projects and purchases submitted as part of the budget. There were many good discussions about the various projects. A public hearing was held during the June 10, 2014 City Council meeting. There was no public comment. The resolution to adopt the budget will be on the June 24, 2014 City Council agenda.

Water Infrastructure Financing

Staff continues to work with USDA Rural Development on a financing package that will fund \$2.5M of water projects. Staff received word this week that the City is eligible for funding. This is a big step. As part of this process USDA reviews financial reports to ensure that the City is needy enough to borrow from USDA but, at the same time, in a financial position that allows for repayment of the loan. This can be a fine line. However, we still have several things that need to be completed before we can lock in our interest rates. The next step is to get the Preliminary Engineering Report (PER) and the Environmental Report (ER) accepted by USDA. Robert Miller and I have been working with Civil West Engineering to answer the remaining questions from USDA. In addition to the PER and the ER, we received several new documents that we must complete. Some of the documents are a compliance review to ensure that we are following federal regulations with all business conducted by the City and a self-evaluation that certifies that we meet all federal handicapped accessibility requirements. These must be completed before we can lock in the interest rate. We are monitoring interest rates as we try to get these last few steps completed as quickly as possible.

Upcoming Community Events

4th of July

National Night out August 5

4th annual Street Dance August 16

Eagle Point 4th of July The celebration begins at 7:00 a.m., with the annual breakfast at the Eagle Point Grange, and concludes with a spectacular fireworks show at the Eagle Point High School football stadium. Other events throughout the day include a 1 mile and 5km Betty Ann Marlia Memorial Run, vendor booths, a parade, and skydiver “lottery”, at the fireworks halftime show. For more information about this and future events, please visit the City’s website. This

event is sponsored by Eagle Point Community Association. They deserve a big round of applause for this event. It is always a great time for all.

Here are a few statistics for May

- **Municipal Court**
 - 41 new citations were issued and cited to appear in Eagle Point Municipal Court.
 - 48 citations were scheduled to be heard in court.
 - 22 of the citations that were scheduled to be heard in court were defendant that failed to appear in court.
 - 5 were eligible to take traffic school and 5 elected to take traffic school
 - 67 were sent suspension letters

- **Utility Billing**
 - 2804 utility accounts were billed.
 - 61 residents changed addresses. (People moved in or out)
 - 510 late notices were mailed.
 - 104 door tags were hung for addresses that were in danger of being disconnected for nonpayment.
 - 6 new water meters were shut off for nonpayment. Most of these were turned back on with payment.
 - There are currently 50 meters that are shut off for nonpayment. These meters have been locked off for more than one month.
 - 16 Lien Searches

- **Business License**
 - 422 licenses issued this fiscal year.
 - 265 are businesses that renewed their licenses.
 - 146 Inside city limits.
 - 116 Outside city limits.
 - 2 Seasonal.
 - 1 Non Profit.
 - 157 are new businesses this fiscal year.
 - 59 Inside city limits.
 - 95 Outside city limits.
 - 2 Seasonal
 - 1 Non Profit

- **Electronic and Online billing and payment options.**
 - 624 Customers receive their utility bills by email.
 - 308 Customers pay their utility bill by automatic bank draft.
 - 185 Customers paid their utility account online.
 - 9 people paid fines online.

POLICE

FIREWORKS SAFETY

Independence Day is just around the corner with warm weather, barbecues, and family get-togethers. This is the time when families bring their own fireworks to your house for celebration and good fun. So as all of you gather outside to light off some fireworks, let's do so safely with some reminders about the City Ordinance regarding fireworks, and what are legal or illegal fireworks. We would like everyone to have a good time on July 4th, but if you possess illegal fireworks you could be cited. We are predicting a very dry summer and the possibility of fire is very high this year, so the police department is taking a "zero tolerance" approach in enforcing the illegal fireworks Ordinance. If you light off illegal fireworks at your relative's house, you could subject them to a fine as the "Person in Charge" of the residence. Illegal fireworks can be very dangerous; in fact, over 8,000 people are injured each year by fireworks, so we want to encourage everyone to use fireworks legally and safely.

Please check out our website for what are legal fireworks and some tips on fireworks safety.

Weed Abatement Reminder....

With the 4th of July approaching quickly, it is also a not so gentle reminder of weeds. If you had the opportunity to get a jump start, you are now into your second or even third mowing to keep them under control. City Public Works crews have been working all over town. We appreciate the work everyone is doing as we all need to do our part to keep growth down, reduce the fire danger and keep our City beautiful. The City's ordinance for weeds and excessive vegetation requires all property owners within the City limits with property less than one acre to maintain their grass and vegetation on their property to a height less than 10 inches. Shrubs, trees, flowers, vegetable gardens are excluded from the requirements. If your property is within the City limits and greater than one acre, a 15-foot fire break (30 feet from any structure, including a fence) is required.

Code Enforcement has been notifying property owners with high weeds or excessive vegetation starting in June. The goal is to have all properties ready for the 4th of July weekend. Should you receive a notice that your property needs to be mowed or cleaned, you must complete the work within 5 days or you can be fined up to \$500, plus the cost to clean up the property. All weeds and vegetation will need to be removed before the official beginning of fire season. The property will need to be maintained until October 1, or until the official end of fire season. Contact Ben Franco at 541-826-9171 ext. 109 or BenFranco@cityofeaglepoint.org.

3rd ANNUAL NATIONAL NIGHT OUT....

National Night Out is an opportunity for communities to promote police-community partnerships, crime prevention, and neighborhood camaraderie. Join us on Tuesday, August 5, 2014 @ Chamberlain Park at 6pm.

PARKS AND RECREATION

The next meeting of the Parks and Recreation Commission is scheduled for July 10, 2014 at 7:00 p.m. in City Council Chambers. Agenda and packet information will be distributed to the commissioners and available on the city website the Friday prior to the meeting.

Mowing of all the parks continued this last two weeks. Spraying of the decomposed granite path in Ponderosa was completed last Monday, June 16, in addition to the Little Butte Creek gravel path.

PUBLIC WORKS

The Public Works crew has been busy clearing right of way, detention ponds, parks, and other areas in preparation of the upcoming 4th of July.

Several projects are being completed downtown prior to the 4th of July.
Main Street and Bob Moore Park Lighting

The **Main Street and Bob Moore Park lighting** project continued. Conduit and light pole foundations were constructed, in addition to the electrical boxes at each tree. Sidewalk is scheduled to be poured over the next few days. The lights arrived from the manufacturer, and are anticipated to be installed by Kunert Electric this next week.



Judge Stewart House Parking Lot and Alley

HGC, Inc. continued preparation of the alley and parking lot. The manholes arrived, and will be installed with the rest of the storm over the next few days. Paving will complete the project in

the next week. Removal of the sidewalks was completed by HGC, Inc. for the Main Street Lighting project. The parking lot will be closed for several days after the driveway is poured.



Covered Bridge Painting

The Covered Bridge Painting project began by Purcell Paintings and Coatings. The two coats of paint are being installed by hand with protective tarps suspended below the bridge.





Maintenance and Operations

Streets

Public Works performed weekly street sweeping and clearing of right of way. Public Works is continuing to review and develop the potential street maintenance projects for the upcoming summer. The pavement management program includes a balanced mix of seal coating, chip sealing, and pavement rehabilitation projects throughout the community.

Storm

The Tracy and Elm Storm project will begin construction the week of June 23. The project will replace three inlets that plug with each major storm.

Facilities

The project to replace the Judge Stewart House roof is in process, to be completed after July 4.

Water System

Public Works continued repair of water leaks over the past two weeks. Public Works is preparing to install the 4.0 MG mixer the week of June 23. The paint for the 3.6 MG tank was received, and will be completed by Public Works crews.

USDA Water System Improvements

The City and Civil West continue to address comments received by USDA for completion of the Preliminary Engineering Report and Environmental Document. Although the formal Environmental Public Comment ended June 6, 2014, any questions or comments on the proposed projects can be addressed to City of Eagle Point, Robert Miller, at 541 826-4212 ext 105, or by email at robertmiller@cityofeaglepoint.org.

Parks and Recreation Commission

The June meeting of the Parks and Recreation Commission discussed the Recreational Trails Grant, 2014 Community Day of Service, Water Park, an update on Lucas Park, and a discussion of the City's Recreation program. The Parks and Recreation Commission supports the

partnership between YMCA, School District 9 and the City. The July meeting will discuss additional ways to support the recreation program, and an update on the Water Park conceptual plan.

Engineering/Project Updates

Lucas Park - Galbraith & Associates and ZCS Engineering have completed plans for Lucas Park. Final preparation of the specifications and bid package is in process to advertise the project in early July.

Creekside Culvert - RH2 Engineering has completed preliminary plans to replace the culvert under South Shasta in partnership with the developer. Replacing the culvert will allow completion of the road and facilitate a path along South Shasta over the drainage system.

South Shasta Path – RH2 met with Public Works to begin design on the South Shasta Path. The path will begin near Alta Vista, at the end of the existing sidewalk, and meet Arrowhead Trail.

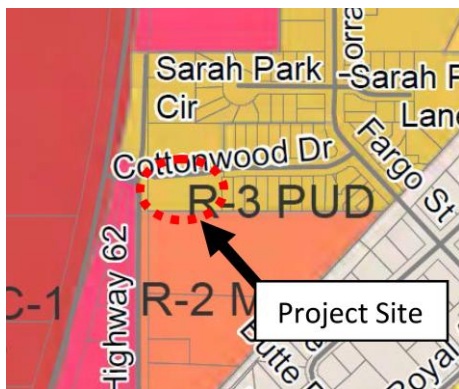
Volunteer Opportunities

Thank you to the volunteers who are giving their time at the Harnish Visitor’s Park on Monday, Tuesday and Wednesday of each week May through September.

Planning continues for the upcoming Community Day of Service on September 13, 2014. Several sites have been identified with refining of the projects to five sites.

DEVELOPMENT SERVICES

Cottonwood Development



The property owner and a local developer are in the process of making an application for approval to build duplex residences at the west end of Cottonwood Drive, near where it will connect to Old Highway 62 in the future. Planning Commission approval of a Conventional Site Plan Review is the prescribed decision-making process. This is quasi-judicial, discretionary decision includes technical staff review, inter-agency coordination, public notice and hearing.

Volunteerism in Eagle Point

Details are now being planned for the 3rd Annual Community Day of Service on Saturday, September 13th from about 8am – noon. City staff has teamed up together and are coordinating with a local church to ensure another successful day of volunteering in our town. We are expecting at least one hundred hard-working and spirited individuals, primarily affiliated with local church groups, to participate in a handful of work activities focused on City parks and open spaces. Projects have been scoped out by the Public Works Department, and the orientation map to the right along with enlarged maps for each project are being developed by the Planning Department.

Project #1 - Improve the gravel creek-side path between Mattie Brown Park and the Antique Store.

Project #2 - Clear brush along the future extension of the path at Little Butte Park.

Project #3 - Clear brush and expand the area of Harnish Wayside Park further along the creek.

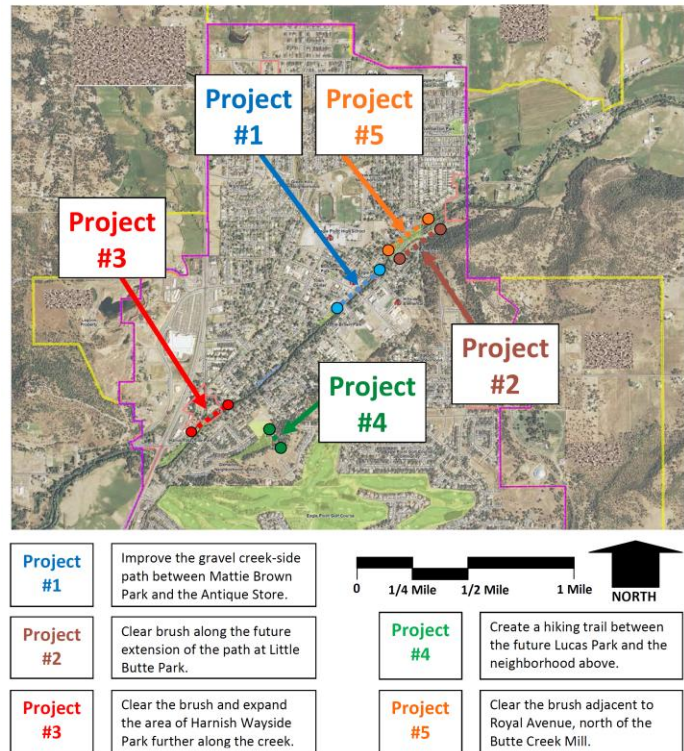
Project #4 - Create a hiking trail between the future Lucas Park and the neighborhood above.

Project #5 - Clear the brush adjacent to Royal Avenue, north of the Butte Creek Mill.

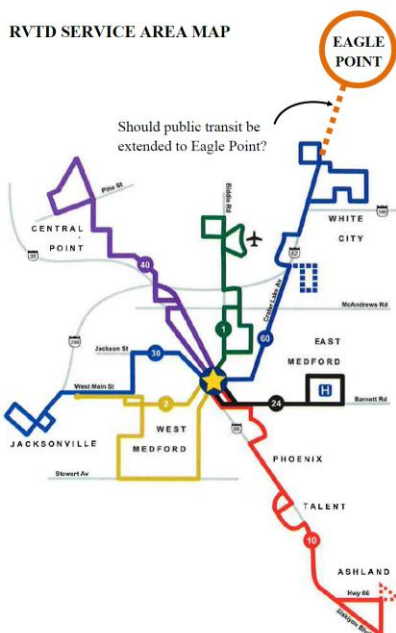
3rd Annual Community Day of Service

Eagle Point, Oregon

September 13, 2014



Eagle Point Transit Ballot Initiative



We continue to work with RVRTD and Jackson County to prepare the materials for a possible November General Election ballot measure which would ask voters to decide whether to bring transit to Eagle Point. At its June 10th meeting, the City Council directed City staff to make revisions to a draft resolution and ballot title. Should the Council decide to proceed, staff will continue working with RVRTD, Jackson County Elections Division, and the County's Survey Division to prepare the ballot item package (ballot title, map of the new service area, legal description, and any other pertinent materials). The City's resolution would be presented to the RVRTD Board and they would adopt a resolution of their own proposing annexation of Eagle Point into the transit district (likely by July). These materials would then be submitted to Jackson County by

August in order to include the transit item on the November ballot.

Statewide Scenario Planning for Air Quality Improvement

The State's Department of Land Conservation & Development (DLCD) continues to encourage the Rogue Valley Metropolitan Planning Organization (RVMPO) to work with them on a strategic assessment of how land use patterns and transportation systems affect air quality in the Rogue Valley metropolitan area. This has been an on-going conversation since last year when DLCD staff first broached this idea with the RVMPO's Technical Advisory Committee. Now the conversation has been elevated to the RVMPO Policy Committee. Should the RVMPO opt to participate, this would likely become the first step in a process called "scenario planning", which utilizes new tools (computer modeling) developed by the state to analyze how adjustments to land use and transportation decision-making could help our efforts at reducing transportation-related greenhouse gas emissions.



This initiative stems from Senate Bill 1059, passed by the Oregon Legislature in 2010, which directed ODOT and DLCD to prepare guidelines for assisting metropolitan areas in conducting scenario planning to meet greenhouse gas emission reduction targets. The state's target for the Rogue Valley is a 19% reduction in emissions and a 20% reduction in the amount of vehicle miles travelled by 2035. A technical advisory committee assisted in developing the scenario planning guidelines, which included:

- Baseline assumptions by ODOT, the Department of Environmental Quality, and the Department of Energy about future vehicles, fuels, and vehicular travel.
- Oregon Transportation Commission's statewide transportation strategy to reduce greenhouse gas emissions from the transportation sector.
- Best practices for actions and measures to reduce transportation greenhouse gas emissions.

The scenario planning guidelines that were developed describe how local governments in the state's six metropolitan areas could, if they choose to do so, conduct scenario planning to meet greenhouse gas reduction targets. The guidelines help define:

- Processes for scenario planning, such as who is involved and key steps.
- Guidance for preparing scenarios, including number and type of scenarios to be developed and scope of actions and programs to be considered.
- Assumptions to be used in evaluating alternatives, including assumptions about baseline conditions that reflect the statewide transportation strategy.
- Methods for evaluating greenhouse gas reductions, and other costs and benefits.
- Steps for integrating scenario planning with other land use and transportation planning work, such as regional transportation plans and comprehensive plans.
- Processes for public participation in developing and evaluating alternatives.

The state acknowledges that this is more than simply focusing on emissions reduction; it also needs to consider that our statewide transportation system is linked to both economic activity and the energy we use to drive the system. This means it's also important to address how the energy landscape is changing, how we will continue to power transportation, and how we will improve and sustain our economy. Further, that is also acknowledgement that the RVMPO already uses a state and federally-mandated method for addressing the air quality impacts as part of its long range transportation system planning. This is done with the Regional Transportation Plan (RTP), which is updated every four years and reviewed by state and federal regulatory agencies.

Postings from the Building Department as of June 19, 2014

June 6-19, 2014 we received 22 new permit applications, issued 5 permits and worked on over 50 additional permits. Projects currently under review or ready to be issued include several single family dwelling permits, mechanical permits, electrical permits, plumbing permits, residential alteration/remodel permits and a commercial remodel. Staff continues to be busy with permit processing and review, permit and property inquiries as well as special projects.

Planning Commission

The next Planning Commission meeting will be announced by planning staff.