



FRIDAY LETTER

JULY 10, 2015

ADMINISTRATION

City Administrator

Kudos to Public Works, code enforcement, Chief Thompson, and our partners for the considerable amount of work that was done to clean up the City and deal with all of the weeds in preparation for the July 4th events. Special thanks to Char and Gary Hoppe for their time and labor they spent out in the hot sun to make the City Hall flower beds presentable for our July 4th visitors. Also, thank you Helen for adopting the city hall flower pots and keeping them looking sharp!

We especially want to thank the Eagle Point Community Association and all of their volunteers, for once again organizing and managing the July 4th parade and street events, topped off with the fantastic fireworks and sky diving display at the high school stadium. Thanks for all you do to keep these events alive!

The Ashpole Community Center has basically been out of commission for the last few weeks. The prolonged heat spell finally crashed the aged main air conditioning unit on the roof to the point where it does not make financial sense to try to repair it. Of course it had to be the largest and most expensive of the four units located on the city hall roof! Murphy's Law, for sure! Robert Miller coordinated the collection of three bids and we administratively authorized a contractor to order and replace it. Any day now we expect the contractor to roll up to city hall with a crane to lift the old unit and replace it so we can get the facility back in operation for all of the events that are scheduled in the room. Once completed we will have the payment on a future Council bill roster for approval using our contingency or equipment replacement funds. We also had problems with the Judge Stewart and Museum air conditioning unit. Thanks to our contractor those units were promptly fixed to keep those facilities operational.

City Recorder

The City Council's regular meeting agenda of July 14th, includes three Resolutions for consideration:

- Authorization of a City of Eagle Point Personal/ Professional Services Contract with National Pavement Maintenance PDX LLC for the 2015 Seal Coat Project.
- Authorization of a 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.
- Setting Wage Levels for Management Positions for the City of Eagle Point for 2015-2016.
- Discussion and update regarding Oregon legislative actions and implementation of legal marijuana under Measure 91.

OLCC Alcohol License Renewals will be provided as an information item.

Upcoming Meetings:

City Council – July 14 – 7:00 p.m. – City Hall

Parks and Recreation Commission – July 27 – 7:00 p.m. – City Hall

City Council – July 28 – 7:00 p.m. – City Hall

Economic Development Commission – August 3 – 6:00 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 or picked up at Eagle Point City Hall, 17 Buchanan Avenue South, Eagle Point, Oregon.

POLICE

The Fourth of July was less eventful than last year. The crowds for the parade were a little smaller than years before, most likely due to the higher temperatures and the Fourth of July fell on a weekend. The police department dedicated two officers for fireworks enforcement from 8 PM to midnight, while four officers were handling calls for service on patrol. We staffed the celebration at the stadium with four officers (including myself) for crowd control. The entire police department was on-duty from 8PM to 10:30 PM. The crowd was smaller than last year and the event went smoothly. A total of eight fireworks violations were written.

If you follow Facebook, some of you may have noticed an Eagle Point resident posting an incident where his American flag was taken from his property by a juvenile. I was made aware of the post and had it sent to my work email on Saturday, but it was removed on Monday. The posting depicted a local juvenile taking the resident's flag and desecrating it in some fashion. We were called to the incident and when officers arrived, the incident was settled with the flag being returned and the resident being satisfied without police involvement.

Social media of the posting went viral and the television news media called the police department inquiring about the flag incident believing it was one of the Veterans' Flag that was taken and dishonored in some fashion. There were no Veterans' Flags taken or harmed in this incident – only a local resident's flag without any criminal charges. We plan to run another article in the newspaper on respect of the American Flag to remind people the importance of our national symbol.

National Night Out 2015, scheduled for August 4th at Chamberlain Park is just around the corner. This year, Sgt. LaFord has been given the assignment to coordinate the event – our 4th annual NNO. I hope to see all of our City's representatives at the event!

PARKS AND RECREATION

The next regular meeting of the Parks and Recreation Commission is scheduled for Monday, July 27, 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 Parks and Recreation.

Work continues on the Parks and Recreation Master Plan Update.

PUBLIC WORKS

The last few weeks of the fiscal year are always a busy time for all of Public Works with preparations for the 4th of July events, completion of projects, year end purchases and evaluating year end budget numbers. To add some additional challenge, the prolonged heat affected many of the City's air conditioning units. The air conditioner at Ashpole Center went out June 26. Six commercial HVAC companies were consulted, and after several trips to the roof of City Hall, three quotes were received by July 6. The new air conditioning unit has been ordered, with planning underway for replacing the other three units over the next few years. The air conditioning units at the Museum and Judge Stewart House were also repaired over the past three weeks of 100 degree plus days.

Maintenance and Operations

Clearing of weeds from street right of ways, Lucas Park, paths, and detention ponds continued to be the main priority for Public Works up to the week of the 4th of July. Public Works walked the parade route, removing weeds, trash, and sweeping downtown and surrounding streets. Public Works placed and picked up barricades for the 4th of July, and removed trash after the event at the high school with three temporary employees.



Bark was placed in the Lucas Park planters by Public Works.

Contract mowing continued by Crater Lake Landscape Management for Chamberlain Park, Harnish Wayside Park, Mattie Brown Park, and Little Butte Park each week. Public Works mowed Ponderosa Park, Bob Moore Park, and Pioneer Cemetery.

Public Works continues opening and closing Harnish Visitor's Center on Monday through Wednesday of each week, and the Museum on Thursday for volunteers.

Regularly scheduled water samples were taken of the distribution system on July 3.

A water break on N. Buchanan Avenue was repaired on July 9.

Capital Projects

Downtown Lighting

Kunert Electric completed installation of the 6 new decorative streetlights and the tree well outlets on June 29, 2015. The project was completed in just three weeks. The streetlights were supplied by the City.





Completed Main Street Phase II project.



Pacific Electrical Contractors installed new electrical service for the Old Fire Station and Main Street lights.



Welburn Electric installed three lights on Loto Street. The lights were supplied by the City.

USDA Water System Improvements

Public Works provided the Civil West Engineering Services team with a detailed tour of the system and proposed improvements. Follow up meetings provided additional materials, mapping and detail on the system to create a detailed scope of work and negotiate the contract. The USDA contract is scheduled for the July 28 City Council meeting.

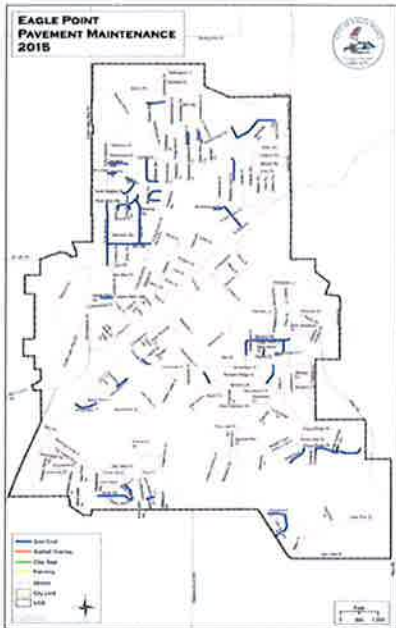
Lucas Park Natural Looking Playground Grant

The playground equipment selected by the Parks and Recreation Commission and City Council was purchased as part of the Oregon Parks and Recreation Department Grant. The main playground equipment, outdoor educational classroom seating logs, and a hillside slide were all purchased with the available funds. Playground equipment is scheduled to be installed in August by Public Works as part of the matching staff time, as each system is delivered.



2015 Street Projects

The first of the 2015 Street projects, the 2015 Crack Seal Project, is completed. The 2015 Seal Coat project opened bids June 30, 2015, with a recommended contract award at the July 14, 2015 City Council meeting.



Jackson County has added the 2015 Chip Seal locations to their normally scheduled work. The 2015 Paving Project will be advertised for construction in August. Updates to the map will be included as available.

South Shasta Avenue Improvements

Plans were completed for the **South Shasta Avenue Improvements** to add the path from Alta Vista to Arrowhead. The improvements to the Creekside Development are also part of the combined project. The project will open bids in July for construction by the end of October 2015.

Stevens Road – East Main Street Improvements

Coordination with the Oregon Department of Transportation (ODOT) continued for the Stevens Road – East Main Street project including the Project Prospectus and the Local Agency Agreement scheduled for the July 14, 2015 City Council meeting. The project proposes 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 a reduced funding option. A crosswalk at Bridgeport Drive will allow pedestrians access to both sides. 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.

Development

Coordination, Development Review and Civil Plan Review continued for several developments: Cottonwood Phase II, the Willows, Radar Ridge, Eagle Point National Cemetery Expansion, Idlewood, and Sienna Hills. Construction coordination and inspection began for Sienna Hill Phase IV by Public Works.

Recreation

Summer Day Camp by the Rogue Valley Family YMCA was held June 29 through July 3. Summer Fun in the Upper Rogue attracted 42 campers for the week. Due to the roofing

construction, much of the Summer Day Camp was held at Hillside Elementary School. Thanks again to YMCA and School District #9 for the recreation partnership.

Project Close Outs

The Mattie Brown Parking Lot project was closed out with a reimbursement back from ODOT. The City was required to place in deposit 110% of the cost of construction with ODOT. With the reimbursement received, the total amount of the City's cost was approximately \$15,000 to complete the parking lot.

2015/16 Projects and Grants

Several projects are already underway for the 2015/16 budget year, including initiation of design for the Main Street Phase III lighting project.

Staff met with a representative of the Eagle Point Parks Foundation to pursue grants for several parks projects and future opportunities.

Museum

The Eagle Point Museum is now open on Thursdays with the help of volunteers, in addition to Friday, Saturday and Sunday each week through the summer. The Eagle Point Museum continues to be a great destination for visitors and special tours. We appreciate the Museum Hosts, and the valuable contribution they are to the community.



The Springs
at Veranda Park

*Dear Helen, Thank you for
taking your time for a
private tour of the
History Museum.
This is truly a treasure
for our residents here at
Veranda Park.
Lyn Lawrence*

Tours are continuing through the summer at the Eagle Point Museum for special groups. To schedule a tour, contact the Museum staff or Robert Miller, Public Works Director at 541 826-4212 ext 105, or by email at robertmiller@cityofeaglepoint.org.

DEVELOPMENT SERVICES

Building and Development

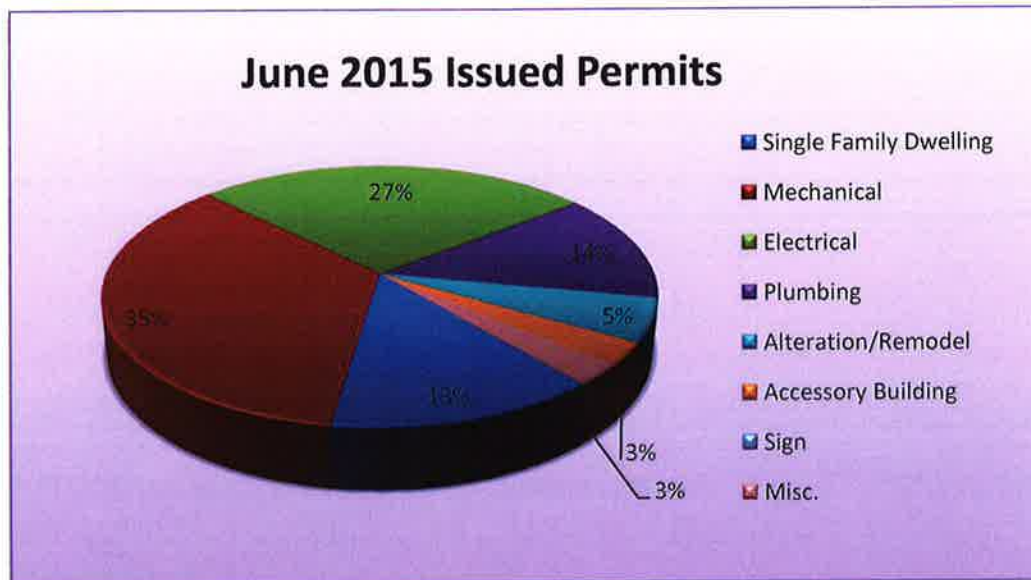
Weekly Report:

July 1-9, 2015 we received 18 new permit applications, issued 4 permits and worked on 23 additional permits. Permits currently in review or waiting to be issued include:

- Several single family dwelling permits
- School remodel permit
- Several mechanical permits
- Several electrical permits
- Several plumbing permits
- Residential remodel/addition permits

Month End Report:

End of month reports for June 2015 have been completed and sent to other jurisdictions and agencies. June 2015 totals included 39 permits issued, 39 applications received, one land use application received, and a total of \$81,691.57 in fees received.



Issued permits included:

- 5 Single Family Dwellings
- 13 Mechanical Permits
- 10 Electrical Permits
- 5 Plumbing Permits
- 2 Alteration/Remodel Permits
- 1 Accessory Building Permit
- 1 School Remodel Permit

- 1 Sign Permit
- 1 Miscellaneous Permit

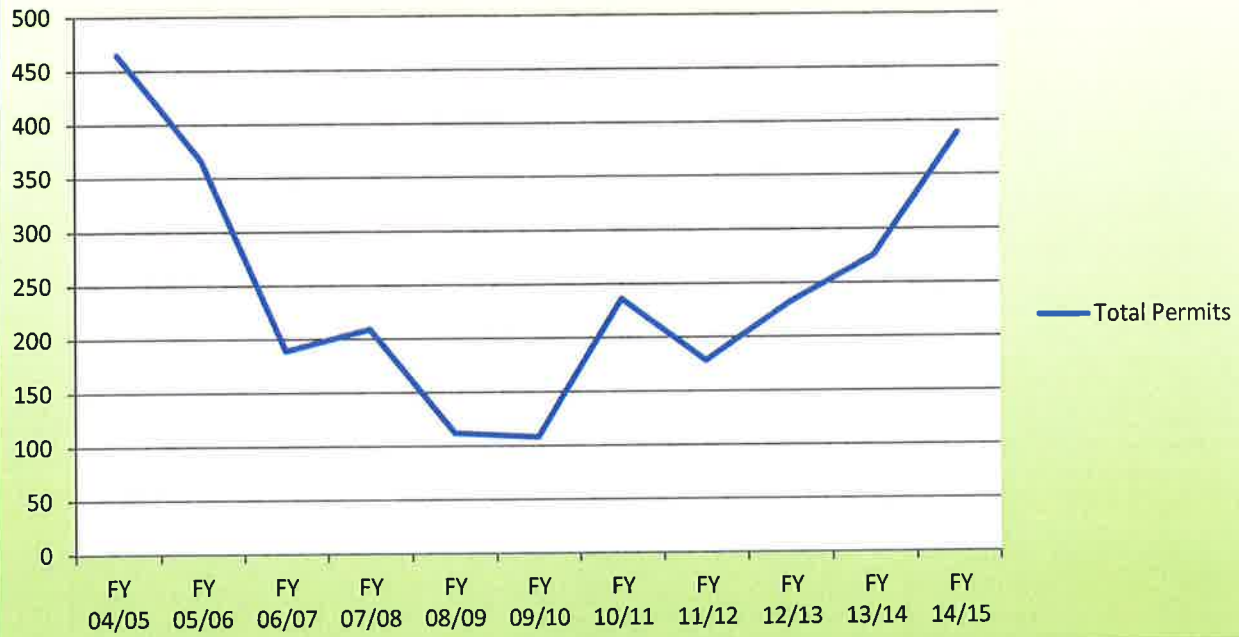
Fiscal Year:

We are very pleased to report that the building trend continued during fiscal year 2014/2015, as our department issued 40 new residential permits. As we compare permit numbers from fiscal year 14/15 with previous years we see that single family dwelling permits increased 38% from fiscal year 13/14, and increased 400% from fiscal year 11/12! In addition to the increase in issuance of single family dwelling permits we see that the number of other permits (which include all other permits not specifically categorized in the graph) increased 40% from fiscal year 13/14, increased 106% from fiscal year 11/12, and increased 762% from fiscal year 08/09. When we look at total permit issuance, we find that the total numbers increased approximately 41% from fiscal year 13/14, increased 119% from fiscal year 11/12, and increased 247% from fiscal year 08/09.

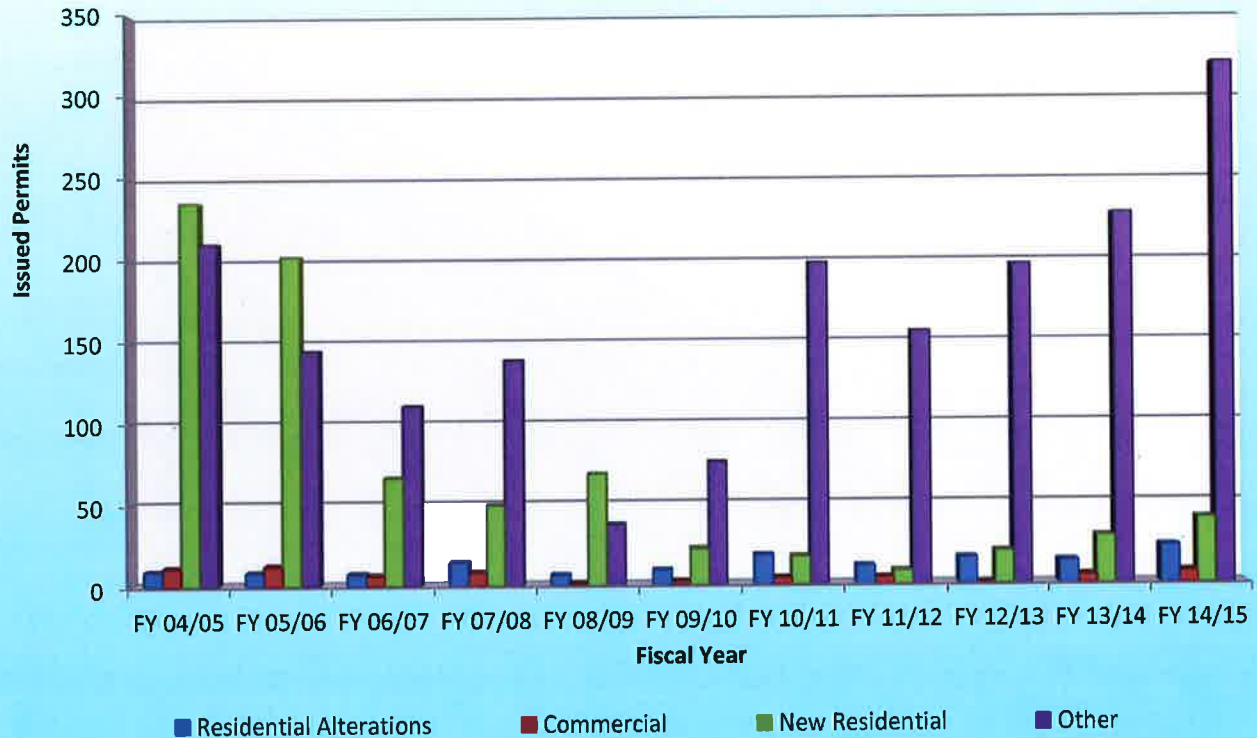
When analyzing the numbers over a 10 year period, we find that we are approaching the total number of permits that were issued in fiscal year 04/05 during the housing boom in Eagle Point. While the number of new residential permits issued in fiscal year 14/15 is considerably less than in 04/05, we note that for the last several years the number of residential permits issued has increased annually at a slow and steady pace. This trend is much more sustainable than was seen when many subdivisions were being constructed at once throughout the City in 04/05; there simply wasn't the economic ability for that volume of growth to continue long term. In looking at the types of permits issued, we see that while we are issuing nearly the volume of permits that we were during the boom of 04/05, the type of permit has changed from new residential units to other types such as mechanical, electrical, plumbing, alterations/additions and other permits. The sheer volume of all of these permits, and the daily interactions with all of the contractors and homeowners involved, keeps us very busy. It can be observed that staff is doing the same amount of work, often more, without the revenue of new dwelling permits to support the department. Rather than working with a handful of contractors building out complete subdivisions at a time in 04/05, we now serve hundreds of different contractors and homeowners on an annual basis. The City saw the lowest numbers of total permits in fiscal years 08/09 and 09/10, and the lowest numbers of single family dwellings in fiscal years 10/11 and 11/12. It is a positive trend to see a sustainable increase in permits issued in all categories that has steadily risen over the last several years. This is great news for our community!

Fiscal year 2014/2015 totals included 389 permits issued, 3 land use applications processed and total fees received \$663,121.52. The graphs below give us a picture of growth trends over the last 10 years.

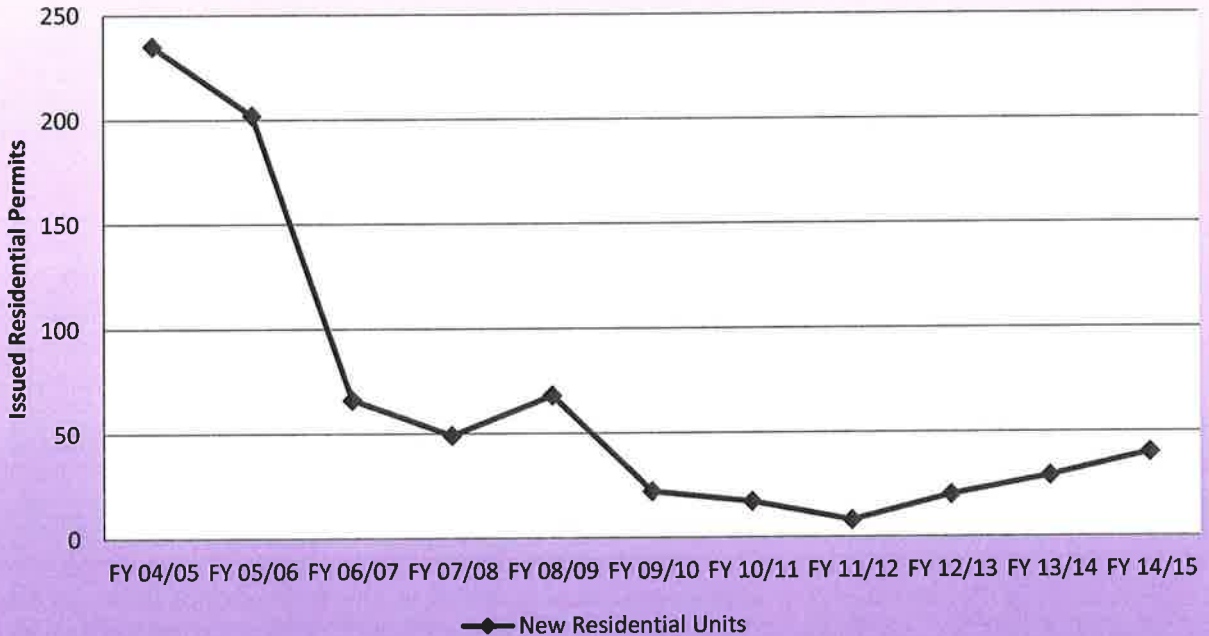
City of Eagle Point Total Permits Issued by Fiscal Year



City of Eagle Point Issued Permits by Type



New Residential Units by Fiscal Year - 10 Year Analysis



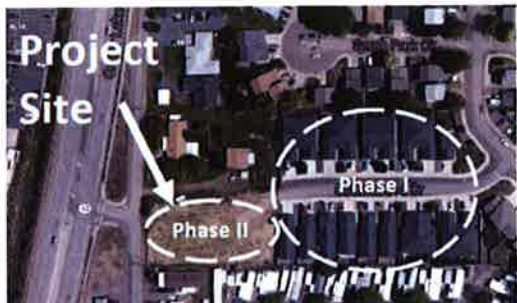
Planning Department

Planning Commission

The next Planning Commission meeting is scheduled for August 18, 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. For up to date meeting packets, agendas and minutes, check out the Planning Commission page of the city website.

Cottonwood Subdivision, Phase 2

Notification to nearby property owners will be mailed July 14th regarding a public hearing with the Planning Commission on August 18th and the City Council on September 8th. The purpose of these hearings is to consider an application for the reactivation of, and



amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision). The amendment would allow modifications to the original approval applicable to the undeveloped portion of the project site. This property does not yet have a street address, and is therefore described as map 361W03BD, tax lot 13101, on Cottonwood Drive in the R-3 Multi-Family Medium Density zoning district.

Planning Commission Action: The Cottonwood Subdivision was approved in 2005 and constructed in 2007 as a Planned Development, and Planned Developments in the R-3 Multi-Family Medium Density zoning district require approval of a Conditional Use Permit. Planned Developments and Conditional Use Permits involve a Type B quasi-judicial, discretionary decision by the Planning Commission.

City Council Action: Eagle Point Subdivision Ordinance, Chapters 16.08 and 16.12 establish the decision-making process for Tentative Subdivision Plans. These require a Type B quasi-judicial, discretionary decision by the City Council upon receiving a recommendation from the Planning Commission.

These hearings will provide an opportunity for public testimony and questions to be answered. Approval criteria are contained in applicable sections of the City’s Subdivision Ordinance, Zoning Ordinance and certain elements of our Comprehensive Plan.

Once this second phase is built, Cottonwood Drive will connect to Old Highway 62 and allow access to this neighborhood from the west, as well as from its current access from Fargo Street to the east.

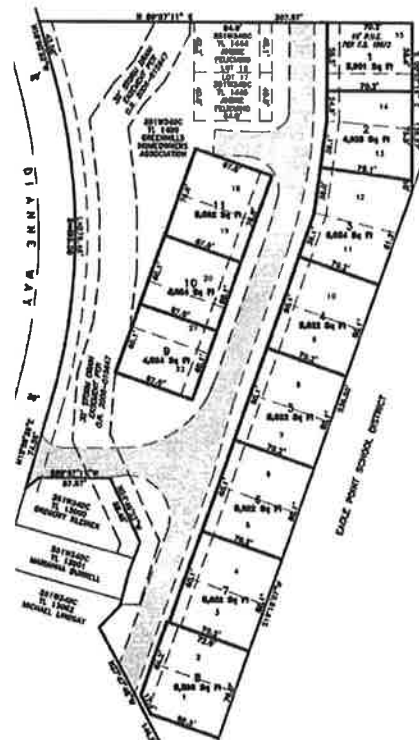
Possible Zoning Ordinance Amendments

Staff is working on possible amendments to the Eagle Point Zoning Ordinance regarding the expiration of Planning Actions and regulations for electronic reader board signs. Once this information has been prepared, it will be brought forward to the Planning Commission and City Council for discussion and decisions.

Expiration of Planning Actions

There are three decision types provided by the Eagle Point Zoning Ordinance which have a two year life once they’ve been approved by the Planning Commission. These are the Site Plan and Landscape Approval, Conditional Use Permit, and Variance. Project approvals under any of these application types expire after two years if development progress has not been made.

In 2009, in response to slowed development resulting from the economic recession, Resolution No. 2009-30 was approved allowing for administratively approved extensions of site plan and tentatively platted subdivision projects. This resolution was written to expire in one year because it was expected that the recession would soon be over and development would pick up again in the near term. Now, in 2015, we have seen that has not been the case. Therefore, the City has numerous projects on the books that were



approved over the past handful of years, but have not yet been built and are therefore now expired.

Local land use and construction standards and regulations are not quick to change. They rarely change within a few years. More typically, substantive changes in land use and building codes evolve over decades. Therefore, most projects approved within the past handful of years would not be subject to different requirements if they were approved today.

Due to the slow pace of change in development standards and the large number of approved projects that are not built right away, staff will be recommending amendments to the Eagle Point Zoning Ordinance authorizing administrative approval to extend soon-to-be expired planning actions, as well as reactivation of those which have already expired. Staff believes this change would be in the best interest of the City and property owners. Such an extension would of course be predicated on the property owner meeting all prior approval conditions and current development regulations.

Sign Regulations

Chapter 17.68 (Sign Regulations) of the Eagle Point Zoning Ordinance does not specifically address electronic reader board signs. When a particular land use is not identified amongst the range of allowed uses in various zoning districts, it is common practice to consider that a prohibited use type. Therefore, the City currently considers electronic reader boards to be a prohibited sign type in all zoning districts.



There has been discussion by the City Council and Economic Development Commission over the past few years about the possible benefits of having an electronic reader board at some location within the City which would provide notification about community events and information of general public interest. If the City decides to have such a sign, the Sign Regulations will need to be amended to allow them, and parameters will need to be established governing the time, place and manner within which these signs are allowed. If, after considering the pros and cons of these signs, the City decides that it does not

want them, then the Sign Regulations should be amended to identify them as prohibited signs.

As mentioned at the beginning of this news letter item, once staff has prepared the information for the two items above, it will be brought forward to the Planning Commission and City Council for discussion and decisions.

Population Data

On July 9th, planners from around the Rogue Valley and Portland State University's Population Research Center (PRC) discussed how PRC arrives at their annual population estimates for Oregon cities, as well as their longer range population projections. As reported in more detail in the previous Friday Letter (6/19/15), our questions stem from issues we deal with locally which are affected by the PRC and Census population counts.