



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

DECEMBER 13, 2016

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, Wayne Brown, Bill Fierke (via Skype), Ruth Jenks, Aaron Prunty, and Kathy Sell.

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

Guests: Jackson County Commissioner Colleen Roberts, Michael Stanek, Councilor Elect; Steen Beagle, Troop 48 of Eagle Point; Millie Wewerka, Budget Committee Member and Planning Commissioner; Jerry Zieman, Budget Committee Member; Kaitlyn Haynes, Eagle Point High School; and members of the public and press.

2. FLAG SALUTE AND INVOCATION

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

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

Steen Beagle, on behalf of Eagle Point High School Skills USA Club and Troop 48 of Eagle Point, provided a flyer with information about Christmas Tree Pickup and Recycling on January 7th (Submission No. 1). Mr. Beagle also requested and received confirmation that the City would provide information about this program in its December Utility Billing Newsletter.

Kaitlyn Haynes of Eagle Point High School provided an update on the school's Winter Formal Dance, and Winter Week with students dressing as elves, reindeer, and snowmen. Additionally, the Leadership Team is assisting in preparing Winter Turkey Baskets.

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Jerry Zieman of Eagle Point invited everyone to attend the Annual Wreath Laying at Memorial Park on December 14 (wreaths provided by the FFA).

4. PRESENTATIONS

4.1 Presentation of Service Awards to Councilors Brown and Prunty.

On behalf of the City of Eagle Point and its citizens, Mayor Russell presented Councilors Brown and Prunty with plaques commemorating their service with the City of Eagle Point.

Councilor Brown's first official appointment with the City was in 1979 as a Lay Member on the Budget Committee. That was the beginning of a long journey of public service with the City. In addition to serving on the Budget Committee, Councilor Brown served as a City Councilor, Planning Commissioner, and on the Economic Development Committee (before there was an Economic Development Commission).

On a similar path, Councilor Prunty has been an active community member and began public service with the City of Eagle Point as a Parks and Recreation Commissioner in 2011, served as a Lay Member of the Budget Committee, and was elected as a City Councilor in November 2012.

4.2 Introduction of new Eagle Point Police Officer Marc Slagle.

Police Chief Thompson introduced Eagle Point's newest Police Officer, Marc Slagle. Officer Slagle, originally hailing from New York, joined the Police Department as a lateral hire from Jacksonville, Oregon.

5. PUBLIC HEARINGS

5.1 Continuation of Public Hearing to consider amending the Eagle Point Municipal Code Chapter 17.68 (Zoning - Sign Regulations) to allow certain electronic message signs.

Mayor Russell reopened the public hearing from November 22, 2016, at 7:10 p.m. and requested Mike Upston, Planning Director, to provide a report.

Mike Upston, Planning Director, reported the item originated as a request from Eagle Point High School. However, the current sign code does not allow for this type of signage. Up to the present time, different versions of Ordinances to address the sign code including electronic message signs, have been considered by the City Council, Planning Commission, and Economic Development Commission. The most significant restrictions and details about the proposed Ordinance included:

- Signage allowance in any zoning district with the exception of property intended for residential uses and the Eagle Point Town Center Plan area.
- Signage restricted from within the public right-of-way, roofs or above first floors, and no free standing signage.

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- Signage limitation of 50' from adjacent property or public street (reduced from 150' as presented during the last Public Hearing); only one sign on each single-tenanted building; and multi-tenanted buildings requiring all tenants to utilize similar signage; and limited sizing of one square foot of signage for each linear foot of front wall.
- Performance standards restricting flashing/flickering of content.

Mayor Russell asked the Council if there were specific questions for Mr. Upston which resulted in discussion and clarification of:

- Area of the 50' distance from the public right of way and street, typically starting at the area behind the sidewalk or easement of a privately owned property.
- Requiring multi-tenanted properties such as the Ray's shopping area to have all tenants using signage with a sign master plan approved by the City prior to installation.
- Future consideration of one large sign for a multi-tenanted area.
- Restriction of the proposed 50' setback prohibiting the monument previously discussed for the City's use; and other businesses along Highway 62 or other areas would be required to follow the same regulations although accommodations such as a planted area within a parking lot behind the 50' setback could be considered depending on the situation.
- Other than the City and School District's interest in an electronic message board, only a small amount of interest has been expressed by businesses.
- Identification of the Town Center Plan Area, shown in pink within the Downtown area of West Main Street, Loto, Platt, Napa, etc., on the City of Eagle Point Comprehensive Plan Map in the Council Chambers (Submission No. 2). Included in the Town Center Plan Area is the D9 Administration Building, Little Butte School, and the Grange but not Hillside Elementary.

There were no additional questions, and Mayor Russell asked for public testimony in favor and opposition of the proposal but there was no public testimony. Next, Mayor Russell asked if there were additional comments.

There were comments and questions wherein Mr. Upston confirmed the City had met State noticing requirements and notice had been provided in the Upper Rogue Independent, on the City's website, and City Hall Bulletin Board. Discussion ensued about the proposed sign Ordinance being a start in changing the sign code and the Council's responsibility of determining time, place, and manner. There were other comments about the practicality for businesses and creating an Ordinance to meet a larger audience.

Mayor Russell closed the Public Hearing at 7:33 p.m.

Next, Mayor Russell reported the proposed Ordinance No. 2016-08 was scheduled later in the Agenda as Item No. 9.1 under the "Old Business" section of the Agenda. Further, there being no objection to changing the order of business, Mayor Russell asked to discuss and deliberate the proposed Ordinance No. 2016-08.

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The Council discussed and deliberated electronic signage options for the Golf Course and churches under the proposed Ordinance in addition to schools and businesses that fall within the Ordinance guidelines. Variances were also discussed to allow certain electronic reader boards; however, Attorney Bartholomew and Mr. Upston agreed that a variance would not be appropriate. A lengthy discussion continued wherein there was great support of students and schools but also support of a complete and well planned sign Ordinance. Mr. Upston concluded with a recommendation to send this item back to the Planning Commission at its first meeting in January, and to present its' findings at the Council's next regularly scheduled meeting.

As part of the previous discussion Mayor Russell had asked for a motion to adopt Ordinance No. 2016-08; however, no motion was offered on the Ordinance. Discussion continued and resulted in the following motion.

MOTION: Councilor Sell made a motion to send the Ordinance back to the Planning Commission to be readdressed, and Council President Bilden seconded the motion. During discussion, Council President Bilden asked to have the Planning Commission include the things that were discussed during the spring. Mr. Upston clarified that they would discuss whether and how to allow electronic message signs at the next Planning Commission meeting. Councilor Sell requested to keep the item moving along. There was no further discussion. Roll call: Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Aaron Prunty, yes; and Bob Russell, no. The motion passed with six yes votes and one no vote.

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of November 22, 2016.

Mayor Russell announced the Consent Calendar. There were no questions or comments. Council President Bilden moved to approve the Consent Calendar as presented and Councilor Brown seconded the motion. There was no discussion. Roll call: Ruth Jenks, yes; Aaron Prunty, yes; Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; and Bob Russell, yes. The motion passed unanimously.

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 including the additional bills list. There being no questions, Council President Bilden moved to approve the Bills to be Paid in the amount of \$355,099.17 and the additional bill list in the amount of \$11,964.12 (Submission No. 3). Councilor Jenks seconded the motion. There was no discussion. Roll call: Aaron Prunty, yes; Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; and Bob Russell, yes. The motion passed unanimously.

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9. OLD BUSINESS

- 9.1 Ordinance No. 2016-08. An Ordinance amending Chapter 17.68 (Zoning - Sign Regulations) of the Eagle Point Municipal Code to allow certain electronic message signs.

Ordinance No. 2016-08 was deliberated after Item No. 5.1.

10. NEW BUSINESS

- 10.1 Resolution No. 2016-51. A Resolution authorizing accepting the Abstract of Votes regarding the ballots cast in the State of Oregon General Election held Tuesday, November 8, 2016; and directing the City Recorder to issue Certificates of Election.

Cindy Hughes, City Recorder, explained that each election year the Jackson County Clerk prepares and mails an Abstract of Votes to the City's Elections Officer. Approval of Resolution No. 2016-51 formally accepts the Abstract of Votes. Additionally, the Resolution directs the City Recorder to prepare and deliver a Certificate of Election to each qualified candidate having the most votes for election. Preparation of the Certificate of Election is in accordance with Oregon Revised Statutes, and provides each candidate with a record of the election results.

Mayor Russell asked for a motion to approve Resolution No. 2016-51. Council President Bilden made a motion to approve Resolution No. 2016-51 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Jonathan Bilden, yes; Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Aaron Prunty, yes; Kathy Sell, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.2 Resolution No. 2016-52. A Resolution cancelling the December 27, 2016 regular meeting of the Eagle Point City Council and authorizing staff to pay the bills through January 10, 2017 or until the next City Council meeting.

Cindy Hughes, City Recorder, explained that during the month of December, a general reduction in city business traditionally allows the opportunity to cancel the second Regular Meeting of the Eagle Point City Council. Approval of Resolution No. 2016-52 authorizes cancelling the second Regular Meeting and paying the bills until the next City Council Meeting.

Mayor Russell asked for a motion to approve Resolution No. 2016-52. Council President Bilden made a motion to approve Resolution No. 2016-52 and Councilor Sell seconded the motion. There was no discussion. Roll call: Wayne Brown, yes; Bill Fierke, yes; Ruth Jenks, yes; Aaron Prunty, yes; Kathy Sell, yes; Jonathan Bilden, yes; and Bob Russell, yes. The motion passed unanimously.

- 10.3 Resolution No. 2016-53. A Resolution authorizing the purchase of a truck for Public Works.

Robert Miller, Public Works Director, reviewed the information in the agenda statement with the last Public Works vehicle purchased in 2011. However, funds are

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budgeted annually in the Vehicle Replacement Fund and the total cost of the truck was budgeted at \$42,000. This pickup truck is a 4-door, 4-wheel drive, to allow transport of more than two passengers to work sites and travel in inclement conditions. Staff recommended purchasing the truck from Don Tonkin Dodge out of Milwaukie, Oregon, with the lowest quote of \$24,903. Their quote, well under the budgeted amount, was provided through the state contract with an additional \$310 for delivery.

Mayor Russell asked for a motion to approve Resolution No. 2016-53. Councilor Sell made a motion to approve Resolution No. 2016-53 and Councilor Prunty seconded the motion. There was no discussion. Roll call: Bill Fierke, yes; Ruth Jenks, yes; Aaron Prunty, yes; Kathy Sell, yes; Jonathan Bilden, yes; Wayne Brown, yes; and Bob Russell, yes. The motion passed unanimously.

11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES

Councilor Fierke reported the School Board meeting was scheduled for the following day.

Councilor Prunty offered his congratulations to Councilors Fierke and Stanek, as well as Mayor Russell, on the 2016 election.

Wayne Brown announced the Rogue Valley Sewer Services (RVSS) would meet on the following day, and plans to attend future Council meetings as an audience member.

Councilor Sell expressed appreciation to Councilors Brown and Prunty for their service, and welcomed the new Councilors.

Mayor Russell announced plans to attend the next Medford Water Commission meeting. Around town, Mayor Russell reported the Chamber's Tree Lighting Ceremony was enjoyable, and he invited everyone to attend the upcoming festivities at the Mill and Museum. Mayor Russell concluded by expressing his appreciation to Councilors Brown and Prunty for their service.

There were also many Christmas and holiday greetings from the Council but no other reports.

12. STAFF REPORTS

Mike Upston, Planning Director, reported there had been high permitting activity which had not slowed down as typical during the colder months. A permit is in the review process for the Barbwire Grill building, and Poppy Village is in review with a possible new restaurant. Building progress continues on the Community Bible Church, and the Golf Course lodging is currently taking reservations for next spring. As far as the Planning Commission goes, the next meeting will be held on January 17th and it will include a Public Hearing regarding electronic message boards. On a final note, Mr. Upston announced details about the Rotary Club needing volunteers to assist with holiday meal boxes.

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Melissa Owens, Finance Officer, reported that the most significant Finance projects are reported in the Friday Letter. Staff is finishing projections, starting into the budget process, gathering information for consultants on the SDC Study, and the new phone system is anticipated by mid-January.

Robert Miller, Public Works Director, reported on the possibility of three new subdivisions platted by the next Council meeting. Other updates included: Final Closeout Report - Greenhills Mitigation; installation of a new 12" waterline on the 1.6 MG Tank; and the South Royal Avenue Improvement Grant presentation. Heavy competition for the grant was noted; however, the proposed improvements to Royal Avenue are safety related.

Vern Thompson, Police Chief, reported on Officer Cardenas being in Phase 3 of the third phase of training, and anticipates Officers Cardenas and Slagle will be on the road in January.

Henry Lawrence, City Administrator, announced everything to report is in the Friday Letter. Last, Mr. Lawrence expressed appreciation to Councilors Brown and Prunty, noting it had been a pleasure working with them and he hoped to see them around.

Cindy Hughes, City Recorder, concurred with Mr. Lawrence about Councilors Brown and Prunty, and welcomed the new City Councilors.

There were no other Staff reports.

13. INFORMATION

There were no information items for discussion.

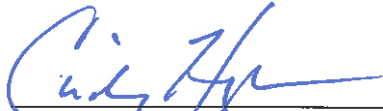
14. EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Mayor Russell announced it was not necessary to hold the Executive Session.

15. ADJOURN

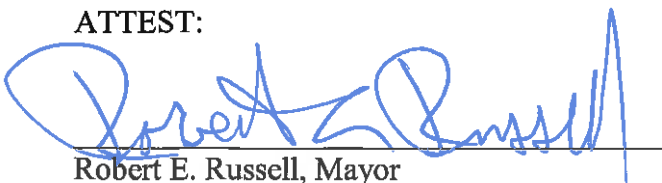
There being no further business, Mayor Russell closed the meeting at 8:15 p.m.

Respectfully submitted,



Cindy Hughes, City Recorder

ATTEST:



Robert E. Russell, Mayor