

**CITY COUNCIL
REGULAR MEETING
MINUTES
October 6, 2009**

1) CALL TO ORDER / PLEDGE OF ALLEGIANCE

Mayor Garrett called the meeting to order at 7:04 p.m., followed by the Pledge of Allegiance.

Present: Mayor Bruce Garrett, Councilors Chris Gilman, John Dodero, Paul Becker, and Donna Schatz.

Staff: Administrator Paul Wyntergreen, City Recorder, Sandra Miller.

Absent: Councilor Linda Meyers and Councilor Dan Winterburn.

2) MINUTES / BILLS

Minutes:

Councilor Becker made a motion to approve the minutes for September 15, 2009. The motion was seconded by Councilor Gilman. Councilor Schatz abstained. All others present voted aye. Motion approved.

Councilor Gilman made a motion to approve the minutes for the Special Session on September 21, 2009. The motion was seconded by Councilor Becker. Councilor Schatz abstained. All others present voted aye. Motion approved.

Bills:

Councilor Gilman made a motion to approve the Bills against the City. The motion was seconded by Councilor Becker. All others present voted aye through a roll-call vote. Motion approved.

3) AUDIENCE / PUBLIC COMMENT

Steve Carlson, 1141 South Third St.: He began addressing agenda item "4h". Mayor Garrett stated that this particular time is for comments on items not on the agenda, and that Mr. Carlson would have an opportunity to speak when it comes time for Council to review and discuss that item.

Clara Wendt, 570 "G" St.: She made general comments regarding the many projects the City is presently involved in and stated that she hopes that Council will watch how much money they approve for these projects.

Bob Neathamer, 3126 State St., Medford: He submitted a letter requesting action re: Britt landscape plan. The following is a summary of the request for and appeal:

It is our understanding that you do not believe that the decision provided by HARC is considered a final decision. However, Condition of Approval 3 clearly states HARC is to review the landscape plan, not approve or deny it, and it is our opinion that HARC provided a decision to deny the submitted landscape plan at their September 23, 2009 meeting, with no instruction provided on how to address their concerns without deviating from the already approved PUD Plan. At best, it is unclear whether or not HARC made a final decision at their September 23, 2009 meeting. However, in the abundance of caution, we must treat the action of HARC on September 23, 2009 as a final decision. Accordingly, this letter serves as our appeal for review of that decision pursuant to Jacksonville Planning Code Section 18.06.020.

Administrator Wyntergreen: He stated that the application was submitted to the HARC Commission and it was denied. He further stated that this item is a "Condition of Approval" and therefore cannot be appealed.

Councilor Dodero: He asked if there is a process for this situation.

Mayor Garrett: He stated that Council will request this subject be placed on a future agenda for review and discussion to see if there is a possible resolution but, that it cannot be reviewed and discussed at this time.

Arlis Duncan, 435 E. California St.: She had questions regarding the neon sign for the ATM machine at Chase Bank and further commented on past issues in regard to "neon" signs.

Administrator Wyntergreen: He stated that he will inquire as to the State law requirements for lighting in regard to ATM machines and if this sign is subject to those requirements.

4a) FY08-09 AUDIT PRESENTATION – MOLATORE, SCROGGIN, PETERSON & CO. LLP:

Andy Peterson: He gave an overview of the fiscal year 2008-2009 audits. He then presented Jason Link as the designated manager for the audit.

Jason Link: He stated that the City's balances are up, \$161,000.00 in the governmental funds and a loss of about \$94,000.00 in the water fund, which is primarily related to depreciation, in actual cash bond increase but, that overall the City's financial situation is pretty good. He further stated that their personal goal is to have bound financial statements completed for review by next week.

Administrator Wyntergreen: He requested the actual date that this information will be available, due to the fact that in two weeks, they will be reviewing the supplemental budget and having the audit figures will be invaluable.

Jason Link: He stated that he anticipates having the bound financial statements submitted to City staff by next Wednesday, the 14th of October.

Andy Peterson: He stated that it has been a pleasure to work with the City's staff once again.

4b) PROCLAMATION – DAY OF CULTURE:

Mayor Garrett read the proclamation.

Arlis Duncan, 435 E. California St.: She thanked the Mayor for the official reading and recognition of the "Day of Culture" proclamation.

Councilor Gilman: He requested to the City Recorder, in lieu of the Proclamation, that for the next Council agenda, the Jacksonville Outdoor Gallery be given permission to address the Council at the second meeting in October.

Administrator Wyntergreen: He stated that the agenda for Oct. 20 is limited to the Supplemental Budget, Asset Management and the re-organization of the Planning Department, and that consideration should be given due to the possible length of discussion of those three important agenda items.

Councilor Gilman: He then requested, on behalf of the Jacksonville Outdoor Gallery, to be given an extension to have permission to address the Council at the November 3, 2009 meeting.

Mayor Garrett: He stated that Council will have an opportunity to discuss the next meeting's agenda at the end of this evening's session.

4c) OLCC LICENSE OWNERSHIP CHANGE – THAI HOUSE RESTAURANT:

There was a consensus among all Councilors present to approve the change of ownership for a liquor license.

4d) TRANSIENT ROOM TAX COMMITTEE APPOINTMENTS:

Mayor Garrett: Stated that there are four members from the Lodging Tax Committee and five members at large applying for 4 lodging member openings and two member-at-large openings.

Administrator Wyntergreen: The members who are qualified as owners of businesses are: Jerry Evans, Michael Thornton, Tim Balfour and Robert Roos, and the members at large are: Roberta Thornton,

Steve Casaleggio, Elle Cellar, Whitman Parker and David Jesser.

Councilor Becker: He asked if Council is looking at the entire composite, or just a portion of applicable members.

Administrator Wyntergreen: He responded to Councilor Becker's question by stating that Council will be appointing these new Committee members due to the prior approval of Ordinance 591, an amendment of Municipal Code, 3.24.010, "Transient Lodging Tax Committee, membership requirements."

Councilor Schatz made a motion to approve business owners, Jerry Evans, Tim Balfour, Mike Thornton and Robert Roos to the Transient Lodging Tax Committee. The motion was seconded by Councilor Becker. All others present voted aye. Motion approved.

Councilor Becker made a motion to approve at large applicant Steve Casaleggio to the Transient Lodging Tax Committee. The motion was seconded by Councilor Schatz. All others present voted aye. Motion approved.

Councilor Dodero made a motion to approve business owner David Jesser to the Transient Lodging Tax Committee. The motion was not seconded. Motion failed.

Councilor Gilman made a motion to approve at large applicant Whitman Parker to the Transient Lodging Tax Committee. The motion was seconded by Councilor Becker. All others present voted aye. Motion approved.

4e) PARKS COMMITTEE RECOMMENDATION FOR A SAFETY RAIL AT VETERAN'S PARK:

This item was tabled to the November 3rd Council meeting.

4f) AVOVA ENTRANCE SIGNS:

Melinda Fryman, Long Sword Vineyard, 680 Applegate St.: She gave an overview of the request to be included on an entrance sign to Jacksonville that would read "Gateway to the Applegate Wine Trail".

Councilor Gilman: He stated his concerns that this is a commercial sign and this type of advertising could be "branding" Jacksonville.

Councilor Dodero: He asked if AVOVA has considered tying the historic aspect of the city in with this design concept and further mentioning that Peter Britt had one of the first vineyards in the valley.

Councilor Becker: He asked if AVOVA and JOBA have discussed the design concept together.

Jill Hamilton, 25 Vintage Circle: She stated that she is on the Chamber Board and the Britt Board and that they have discussed the design concept with JOBA and that they are working together on this project as a group.

David Jesser, 880 Hill St., and Representative of JOBA: He stated that JOBA is working on a "tag line" for the city not a "branding" because of the fact that Jacksonville is a gateway community. He further stated that it is a priority for JOBA to not deflect from the focus on an entrepreneurial concept just as Mr. Britt and Mr. Beekman had when they first moved to this community.

Councilor Dodero made a motion to approve the design concept of the signs with the stipulation that they work with city staff on the location and that the design concept be submitted to the HARC Commission for review. The motion was seconded by Councilor Schatz. All others present voted aye. Motion approved.

4g) RVCOG DAM ANALYSIS:

Administrator Wyntergreen: He gave an overview of the staff recommendation to utilize two of the three RVCOG proposals for the alternatives analysis and using the Parks reserve to fund the cost. He further stated that the State of Oregon has identified it as a high risk area and considering the liability to the city it needs to be addressed, such as adopting an emergency action plan.

Clara Wendt, 570 "G" St.: She asked where the money will be coming from for this project.

Administrator Wyntergreen: He responded that the money would come from the Parks reserves for replacement fund.

Tony Hess, 535 Scenic Dr.: He stated his support for the importance of having the project done.

Councilor Gilman: He agreed with Tony Hess.

Councilor Becker: He suggested that the Parks Committee re-examine the Parks funds to be sure how much funding is available and where the funds are coming in and going out.

Councilor Schatz made a motion to approve RVCOG's bid proposal of \$9,880.00. The motion was seconded by Councilor Gilman. All others present voted aye through a roll-call vote. Motion approved.

4h) SET WATERSHED TOWN HALL DATE:

The Special session meeting will be on October 15th at 6:00 p.m. at the Old City Hall.

David Jesser, 880 Hill St., and Planning Commissioner/ CCI member: He asked if this falls under a "land use" issue and if so, should the CAC be notified.

Mary Ann Carlson, 1141 S. Third St.: She had general comments regarding this item.

Steve Carlson, 1141 S. Third St.: He had general comments regarding this item.

4i) FOREST PARK BICYCLE RACE - MOA:

Joe Davis, 7030 Griffin Creek Rd.: He gave an overview on the request for the Forest Park bike race.

Councilor Gilman made a motion to approve the request. The motion was seconded by Councilor Schatz. All others present voted aye through a roll-call vote. Councilor Dodero abstained. Motion approved.

4j) PARKING COMMISSION RECOMMENDATION REGARDING N. OREGON ST. PARKING DESIGN:

Administrator Wyntergreen: He gave an overview of the Parking Commission's recommendation.

Councilor Gilman: He had a question regarding the storm drains.

Councilor Dodero made a motion to approve the recommendation. There was no second to the motion. Motion failed.

Councilor Dodero made a motion to approve a Topographical survey design. There was no second to the motion. Motion failed.

Paul Kangas, City Forestry consultant: He made general comments regarding this item.

This item was tabled to the November 3rd Council meeting.

4k) TEMPORARY RELOCATION OF POLICE OFFICE TO SAMPSON HOUSE:

Administrator Wyntergreen: He gave an overview of the proposed temporary office and introduced Chief Towe who gave an overview of the cost of the move regarding installation of phone, computer lines and re-enforcement of building security.

Kay Adams, 1055 N. Fifth St.: She had questions regarding the senior's use of the main building for storage re: the Thrift Shop.

Councilor Schatz: She stated that many groups utilize the Sampson property and that there is a pending three year contract with "Gutter-Love-It" for use of the building in trade for the repair of the gutters. She then requested a detailed plan of what would be required to move the police office to this location with a statement of cost.

Councilor Dodero: He stated that Public Safety is very important to the citizens of the city and that this decision should be a priority and he further added that any indecision, he feels, is irresponsible on the part of Council and would not be in the best interest of serving the city.

Councilor Gilman: He stated that he wants to be sure the various groups have alternatives for upcoming meetings before a decision is made to move the police office into the Sampson House.

Larry Smith, 315 Laurelwood Dr.: He stated that he took a look at the senior's calendar and noticed that since the month of January, there have been 132 meetings held at the Sampson House, and that these include only the scheduled meetings not any un-scheduled meetings.

James Ward, 2644 Little Applegate Rd.: He confirmed that the building is used quite a lot and that many unscheduled Chamber of Commerce meetings have been held there. He further commented that he believes there are alternatives for these groups to meet in other spaces.

Dirk Sidlecki, 143 Sky Hawk Dr., Eagle Point: He stated that as President of the Friends of the Cemetery, his group utilizes the building all of the time and stressed the importance of a Community Center for all groups to be able to meet but emphasized the senior's group.

Clara Wendt, 570 'G' St.: She made general comments regarding the senior's efforts and suggested that a temporary construction mobile unit be placed on the Miller House property as a police office. She further stated that the Land & Buildings Committee still has not met since last year and there are some options to discuss.

Kay Adams, 1055 N. Fifth St.: She asked for clarification on the word "temporary" in the placement of the police office.

Administrator Wyntergreen: He explained that a "Master Plan" has been an ongoing discussion for quite some time, but at the present there has been no official decisions made regarding the permanent placement of the Administration, Planning, Public Works, and Police offices. He further explained that even if a "Master Plan" was decided on in the next week, it would take several years to come up with the funding to implement the plan.

Terry Gieg, 387 Calgary Trail: She made general comments of disappointment regarding the situation with the senior's use of the Community Center and the importance of the assistance they receive being involved with that group.

4l) PERSONNEL COMMITTEE RECOMMENDATION ON INTERIM FIRE CHIEF SALARY ADJUSTMENT:

Councilor Gilman made a motion to approve the salary adjustment of \$5,700.00 for an 11 month period beginning July, 2009 to May, 2010. The motion was seconded by Councilor Becker. All others present voted aye through a roll-call vote. Motion approved

4m) INTERGOVERNMENTAL AGREEMENT – TIME EXTENSION:

Mayor Garrett stated that this item is tabled to the November 3rd Council meeting at which time the scheduled Urban Renewal Agency meeting that was to be held tonight will take place on November 3rd as well.

5) ORDINANCES / RESOLUTIONS:

Mayor Garrett stated that there are no Ordinances or Resolutions on this evening's agenda.

6a) MAYOR AND COUNCIL COMMITTEE REPORTS:

Administrator Wyntergreen: He informed Council of a Preserve Oregon Grant that is offered through the SHPO. It is for re-habilitation work on properties listed on the National Register and a high priority given to public resources. He also added that it "dovetail's" nicely with one of the oldest structures in the city, the Brunner building, which has had a full architectural analysis done and a number of issues identified that need to be corrected. He further stated that it is a \$20,000.00 grant and would need to have a one to one match requirement of \$20,000.00 and that applying for these types of grants requires expediency because the application is due October 16, 2009.

Councilor Schatz made a motion to add this as an emergency item to tonight's agenda. The motion was seconded by Councilor Dodero. All others present voted aye. Motion approved.

Councilor Dodero made a motion to approve the application for the grant. The motion was seconded by Councilor Schatz. All others present voted aye through a roll-call vote. Motion approved.

Councilor Dodero: He had nothing to report.

Councilor Becker: He stated that the next Movie Night will be meeting on October 23, 2009, beginning at 7:30 a.m. at the Old City Hall. He discussed the HARC Commission's denial of the Britt restoration landscaping plan.

Councilor Schatz: She gave an update on the senior luncheon and the wide support for the Historical Society stating that there were many people volunteering to rake leaves.

Councilor Gilman: He stated that the next Public Safety meeting will be on October 13, 2009 at 4:00 p.m. at the Fire Hall and the next Parks Committee meeting will be on October 14, 2009, at the Community Center at 4:00 p.m.

Mayor Garrett: He announced that despite their efforts, he and Sandra Miller were not able to win the scrabble tournament at the conference last week and that he will be out of town from October 7th to October 14th of next week.

Recorder Treasurer Sandra Miller – nothing to report.

8) ADJOURN.

Mayor Garrett adjourned the City Council meeting at 9:20 p.m.

Bruce W, Garrett, Mayor

Sandra Miller, City Recorder

Date approved: _____

Transcribed by A. White