



**CITY OF JACKSONVILLE  
CITY COUNCIL AGENDA  
OLD CITY HALL, 205 W Main St**

**CITY COUNCIL  
City Council Meeting**

**June 21, 2016  
6:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES (June 7, 2016)**  
**b. BILLS LIST**
- 3) **PUBLIC COMMENT (items **not** on the agenda) limited to 3 minutes per speaker.**
- 4) **STAFF / DEPARTMENT REPORTS**
  - a. **Admin Department** - Jeff Alvis / Stacey McNichols / Kimberlyn Collins
  - b. **Planning Department** - Ian Foster
  - c. **Police Department** - Chief Towe
  - d. **Fire Department** - Devin Hull
  - e. **Mayor** - Paul Becker
- 5) **ACTION / DISCUSSION ITEMS**

(The public will be allowed to speak, one time, to certain items during the action/discussion items. In order to speak you must sign in with the Recorder under the item for which you wish to speak)

  - a. **Public Hearing: Petition to Vacate Ninth St. Between D. Street and E. Street**  
**File No.: 2016-68 – Ninth St**  
**Petitioner: James and Mary Thompson**
  - b. **Appointment to Planning Commission**
  - c. **Concert on the Lawn at New City Hall – July 4, 2016**
  - d. **Jacksonville Municipal Judge Personal Services Contract**
  - e. **Set Final Bill Pay Meeting for End of June**
  - f. **Resolution No. R2016-013**  
**A Resolution Requesting a Special City Allotment Grant From The State Highway Fund That Has Been Appropriated For Allocation To Several Cities Of The State Of Oregon.**
  - g. **Resolution No. R2016-009**  
**A Resolution Amending Resolution No. 1057, A Resolution Clarifying Jurisdictional Scope of City Committees and Commissions Relating to Publicly Owned Real Property**
  - h. **Resolution No. R2015-010**  
**A Resolution Adopting The Budget For The City Of Jacksonville For The Fiscal Year Commencing July 1, 2016, Making A ppropriations, Imposing The Tax and Categorizing The Tax**
  - i. **Resolution No. R2015-011**  
**A Resolution Certifying That The City Of Jacksonville Provides Four or More Municipal Services To Be Eligible to Receive State Shared Revenue**
  - j. **Resolution No. R2015-012**  
**A Resolution Declaring The City’s Election To Receive State Revenues**
- 6) **Adjourn to Urban Renewal Meeting**
  - a. **Approval of UR minutes (June 7, 2016)**
  - b. **Resolution No. UR2016-001**  
**A Resolution Adopting The Urban Renewal Budget for the Jacksonville Urban Renewal District for the Fiscal Year Commencing July 1, 2016, Making Appropriations, and Declaring Tax Increment.**

**Adjourn to Public Meeting**

- 7) **COUNCIL COMMITTEE REPORTS AND DISCUSSION**
- 8) **ADJOURN**

Please let the City offices know if you will need any special accommodations to attend or participate in the meeting by calling (541) 899-1231. Informational documents for items on this agenda are available for review on the City website [www.jacksonvilleor.us](http://www.jacksonvilleor.us). A recording of the meeting will be available on the website within one week of the meeting.

Action minutes along with electronic recordings of the meeting, which may be reviewed on-line on the City of Jacksonville website <http://www.jacksonvilleor.us>.

## June 7, 2016 at Old City Hall, 205 W Main St, Jacksonville

- 1) **CALL TO ORDER (includes call to order, pledge of allegiance) 6:00 pm**  
Present: Councilors Jesser, Garcia, Gregg, Wall, Lewis, Bennington and Mayor Becker  
Staff Present: Administrator Alvis, Treasurer McNichols, Recorder Collins, Planner Foster, and Chief Hull.
- 2) a. **MINUTES (minutes from May 17, 2016 meeting)**  
Move to: Approval of the minutes  
Motion by: Councilor Wall  
Seconded by: Councilor Gregg  
Vote:  
Ayes: Unanimous  
Motion Carries  
  
b. **BILLS LIST**  
Move to: Approve the bills  
Motion by: Councilor Jesser  
Seconded by: Councilor Lewis  
Roll Call Vote:  
Ayes: 7  
Nays: 0  
Motion Carries  
  
**Councilor Bennington welcomed Jackson County Chairman of the Commissioners Rick Dyer**
- 3) **PUBLIC COMMENT (items **not** on the agenda) limited to 3 minutes per speaker.**  
None
- 4) **STAFF / DEPARTMENT REPORTS**
  - a. **Admin Department** - Jeff Alvis / Stacey McNichols / Kimberlyn Collins
  - b. **Planning Department** -lan Foster
  - c. **Police Department** - Chief Towe
  - d. **Fire Department**  
Chief Hull: Reminded Council of the Cascadia Training on Friday at noon.
  - e. **Mayor** - Paul Becker
- 5) **ACTION / DISCUSSION ITEMS**  
**(The public will be allowed to speak, one time, to certain items during the action/discussion items. In order to speak you must sign in with the Recorder under the item for which you wish to speak)**
  - a. **Award Bid for Removal of the Dam**  
Public Comment: None  
Council Discussion: Administrator Alvis gave a brief history and update on the dam project. Council asked questions. Administrator Alvis answered.  
Move to: Approval of Kogap Enterprises Inc. bid for dam removal  
Motion by: Councilor Garcia

Seconded by: Councilor Jesser

Roll Call Vote:

Ayes: 7

Nays: 0

Motion carries

**b. Parking Committee Recommendations for New City Hall 206 N. 5<sup>th</sup> St.**

Public Comment: None

Council Discussion: Linda Graham, 1015 Beverly Way, Chair of Parking Committee presented committee's recommendations for parking at the new City Hall. Council made comments and asked questions.

Administrator Alvis answered.

Move to: Approval of Parking Committee recommendations for new City Hall at 206 N. 5<sup>th</sup> St.

Motion by: Councilor Lewis

Seconded by: Councilor Bennington

Vote:

Ayes: 7

Motion carries

Council Discussion: Mike Thornton, 260 N. 3<sup>rd</sup> St., presents his need for two (2) special parking permits in front of the home they just purchased. Council asked questions. Mike and Administrator Alvis answered. Jason Williams, 355 Coachman, spoke in opposition against the Parking Committee recommendation. Council asked questions. Jason answered. Planner Foster answered some questions from Council and clarified the Planning Dept.'s standpoint on this matter. Linda Graham gave her perspective on enforceability.

Move to: Accept the Parking Committee's recommendations

Motion by: Councilor Jesser

Seconded by: Councilor Bennington

Motion Withdrawn

**c. Parking Committee Recommendations for 225 N. Oregon St.**

Public Comment: None

Council Discussion: Council continued discussion of subject matter.

Move to: We don't take the Parking Committee's recommendation but instead we move forward with recommending one spot residential

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Vote:

Ayes: 6

Nays: 1 – Councilor Wall

Motion Carries

**d. Resolution R2016-008 A Resolution Approving a Jackson County Order to Initiate Formation of the Rogue Valley Heritage Special District and Consenting to the Inclusion of City Territory Within the Boundaries of the District**

Public Comment: None

Council Discussion: Councilor Gregg announced that he is a member of Historic Jacksonville, Inc. board of trustee and he chooses not to recuse himself as he has no personal financial interest in the organization that would indicate a conflict of interest and he is able to participate in the discussion and the decision with an impartial and objective frame of mind. No one objected. Rick Dryer 42878 Tamarack Dr. Medford, Or. 97504 was not in attendance to advocate for or against the adoption of the resolution. Mr. Dryer wanted to urge

the council to vote for inclusion in the district and to allow the citizens of Jacksonville to participate in a county wide vote. Tam Moore, 2 N. Oakdale, Medford, Or. 97501, representative for the special district, answered questions from council.

Move to: Adoption of Resolution R2016-008

Motion by: Councilor Lewis

Seconded by: Councilor Jesser

Vote:

Ayes: 7

Motion Carries

e. **Retract Public Hearing for Charter set on June 21, 2016 and Reset for Public Comment on Proposed Charter Amendment for July 5, 2016**

Public Comment: None

Council Discussion: Administrator Alvis updated council on the reason for the changes.

Move to: Retract public hearing for charter set on June 21, 2016 and reset for public comment on proposed charter amendment for July 5, 2016

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Vote:

Ayes: 7

Motion Carries

f. **New Hire - Part-Time Utility Clerk - Stacey Pitman**

Public Comment: None

Council Discussion: Treasurer McNichols updated council on the interviewing process for the part-time utility clerk and gave interviewing committee recommendations to hire Stacey.

Move to: Approval of hiring Stacey Pitman for the part time utility clerk position.

Motion by: Councilor Garcia

Seconded by: Councilor Lewis

Roll Call Vote:

Ayes: 7

Nays:0

Motion Carries

g. **A public hearing to discuss the budget for the fiscal year beginning July 1, 2016, as recommended by the JACKSONVILLE BUDGET COMMITTEE**

Public hearing opened: 7:25 pm

Public Comment: None

Councilor Bennington commented on how amazed he is that we can spend an hour and a half talking about 320 ft. of asphalt and no one shows up to talk about the whole City budget.

Mayor Becker commented that it is well advertised and people are talking about it.

Councilor Jesser added to the Mayors comments with, he believes the citizens may have trust.

Councilor Gregg wanted to inform council that the Public Safety Committee voted unanimously to approve the \$4 increase in the surcharge for the Fire Dept.

Public Hearing Closed: 7:31pm

**1. Approval of the Budget for FY 2016-2017**

Move to: Approve the budget for FY July 2016 - June 30, 2017

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Roll Call Vote:

Ayes: 6

Nays: 1 – Councilor Bennington

Motion Carries

**Council Discussion:** Councilor Bennington complimented Administrator Alvis and Treasurer McNichols for managing the finances and department heads running their departments. He also spoke to the need to have publicly approved funding.

Councilor Wall wanted to remind council there has been several discussions during our budget season about ways to generate revenue and she hopes we can find time to get some of these ideas on the agenda.

**2. ORD O2016-005 An Ordinance Increasing the Monthly Amount of the Fire Protection Surcharge as Identified in Chapter 3.01, Fire Protection Act, of the Jacksonville Municipal Code**

Public Comment: None

Move to: Adoption of Ordinance O2016-005 for the first reading and for second by title only

Motion by: Councilor Lewis

Seconded by: Councilor Jesser

Roll Call Vote:

Ayes: 6

Nays: 1 – Councilor Bennington

Motion Carries

Move to: Approval of the second reading of Ordinance No. O2016-005 and its adoption

Motion by: Councilor Lewis

Seconded by: Councilor Jesser

Roll Call Vote:

Ayes: 6

Nays: 1 – Councilor Bennington

Motion Carries

**ADJOURN TO URBAN RENEWAL MEETING 7:37 pm**

**PUBLIC MEETING OPENED BACK UP AT 7:39 pm**

**6) COUNCIL AND COMMITTEE REPORTS AND DISCUSSION**

- a. Councilor Gregg: report on the last Public Safety Committee meeting. Councilor Wall requested the Public Safety Committee to look at what they might recommend for Britt and smoking on the premises. Administrator Alvis reminded Councilor Wall the Public Safety Committee is not formed to handle these types of issues but that it can be placed on an agenda for discussion.
- b. Councilor Garcia: Remarked on the earlier council discussion of the budget. Updated council on the ITS Plan and requested this topic to be placed on the agenda for discussion in the month of August. Next Park Committee meeting is on June 16, 2016 at 5:00 pm in Old City Hall. Councilor Garcia informs council he will not be able to attend the Cascadia Training this Friday and expressed his regrets for not being able to be here.

- c. Councilor Lewis: Will be traveling to Salem for a board meeting on the 17<sup>th</sup>. Councilor Lewis requested an update on the move to the new offices. Mayor will give update at his report time.
- d. Councilor Bennington: Gave update on the code revision. The Planning Dept. has begun working on the Buildable Land Inventory. Reports how impressed he was on his recent tour of the courthouse. He congratulates City staff on being able to accomplish what has been done over there. Councilor Bennington would like to discuss the elevator for the second floor of City Hall in the near future so the second floor can be utilized.
- e. Councilor Jesser: Comments on how lucky we are to have Administrator Alvis and staff because it reflects of what council approves and trusts. He requests neighbors be noticed in the future when we are considering changing parking spaces. Administrator Alvis states we will be taking it a step further and we will review all committee decision that might affect properties. Councilor Jesser informed council of the new tours that are at the Beekman Bank offered through Jacksonville Historic, Inc. and the Chamber of Commerce. He extended an invitations to the Chamber Mixer to be held on June 9<sup>th</sup>. Requested that we reach out to the Chamber and see if they have a desire to move the Chamber of Commerce. If so, have it as an agenda item at some point to see if it can benefit all of us in the community. Lastly, Councilor Jesser reminds council on Roberts Rules and that we are not to indicate our vote through our questions and discussion of matters. He asks everyone to try and stick to this. Mayor Becker commented on the Beekman Bank Tours and the Chamber of Commerce.
- f. Councilor Wall: Next Cemetery Commission meeting will be meeting on June 13<sup>th</sup>. Proposed challenge to council, Mayor and staff to become a firewise community.
- g. Mayor: Updated council on the new City offices moving.
- h. Councilor Jesser requested an update on the sale of the Miller House. Treasurer McNichols gave a brief report.
- i. Mayor Becker: In lieu of the 4<sup>th</sup> of July picnic we will be holding a concert on the lawn of the New City Hall. Councilor Jesser requested an event packet. Mayor informed council it will be on the next agenda.

7) **ADJOURN 8:01 pm**

\_\_\_\_\_  
Paul Becker, Mayor

\_\_\_\_\_  
Kimberlyn Collins, City Recorder

Date approved: \_\_\_\_\_

**CITY OF JACKSONVILLE**  
**Bills Against the City - City Council**  
**JUNE 21, 2016**

<b>GENERAL FUND - ADMINISTRATION DEPARTMENT</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
All Wildlife Solutions LLC	inspection and consultation for rat proofing	70.00
AlSCO	janitorial supplies	58.60
CNA Surety	blanket bond on employees	139.40
Data Center West	monthly IT services	96.39
Department of Motor Vehicles	DMV records	9.00
Huycke O'Connor Jarvis LLP	attorney services may 2016	2,812.50
Jacksonville Senior Center, Inc.	reimbursement for Senior Nutrition Program	1,500.00
Municipal Code Corporation	bi-annual codification	1,417.91
Southern Oregon Media Group	notice for 9th street vacate	366.52
Southern Oregon Media Group	notice of budget hearing	1,326.28
Southern Oregon Media Group	notice of UR budget hearing	1,047.06
Staples Advantage	office supplies	136.36
Staples Advantage	envelopes	19.23
		<b>8,999.25</b>
<b>GENERAL FUND - POLICE DEPARTMENT</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
City of Medford	fuel may 2016 - PD	613.47
Data Center West	monthly IT services	25.71
Lockwoods Automotive	vehicle maintenance - PD	829.80
Lockwoods Automotive	vehicle maintenance - PD	221.45
PoliceOne.com	annual subscription - PD	620.00
Quench & Drench	maintenance on PD vehicle	5.00
Quill Corporation	office supplies for PD	108.96
		<b>2,424.39</b>
<b>GENERAL FUND - PLANNING DEPARTMENT</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Data Center West	monthly IT services	53.56
Staples Advantage	envelopes	19.22
		<b>72.78</b>
<b>FIRE PROTECTION FUND</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Bi-Mart	hose cart & supplies for fire department	76.45
Bi-Mart	supplies for fire dept.	18.56
City of Medford	vehicle maintenance - FD	349.04
City of Medford	Fuel May 2016 - FD	279.06
Data Center West	monthly IT services	25.71
Grover Electric and Plumbing Supply Co.	supplies for fire dept bldg	74.66
Mercy Flights Inc.	medical supplies - FD	141.82
Mobile Installations	replaced LED module, light bars & lights 8201	1,330.00
Staples Advantage	envelopes	19.22
		<b>2,314.52</b>
<b>CEMETERY FUND</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Hilton Fuel & Supply	memorial day flowers at cemetery	247.50
Jackson County Community Justice	weed eating/clean up cemetery	1,200.00
Jacksonville Lumber Co.	supplies for cemetery	2.50
		<b>1,450.00</b>
<b>STREETS FUND</b>		
<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
AlSCO	Janitorial Supplies	187.31
Bi-Mart	Tools for streets	44.97
Bi-Mart	tie downs & gloves for streets	34.95
Bradley's Excavation Inc.	storm drain replacement - singler lane	9,650.00
Budget Lumber	supplies for streets	80.80
C & K Market Inc.	supplies for streets	7.63
City of Medford	maintenance on street equip.	762.65



# Jacksonville City Council Agenda Item Summary



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## Public Hearing: Petition to Vacate Ninth St. Between D. Street and E Street

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Date: June 15, 2016  
From: Jeff Alvis, City Administrator

City Council Meeting: June 21, 2016  
Agenda Item: 5a.

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### Synopsis:

James Thompson came before City Council on May 17, 2016 where Council motioned to approve the applicant moving forward with the public hearing on vacation of the property. Please find attached documentation for your review.

### Fiscal Impact:

N/A

### Recommendations:

Grant vacation petition.

### Exhibits:

Exhibit A – Petitioner Application To Vacate Ninth Street

Exhibit B – Planning Department Staff Report



**CITY OF JACKSONVILLE**  
 110 E. Main St. - P. O. Box 7, Jacksonville, OR 97530  
 Phone: (541) 899-6873 Fax: (541) 899-7882  
www.jacksonvilleor.us

**Office Hours:**  
 Mon - Tues - Thurs - Fri - 8:30am - 2:00pm  
**Wednesday:** Closed to the public all day

## Street Vacation

Filing Fee: \$927.15  
 Receipt # 66235

### 1. APPLICANT INFORMATION

NAME: James Stacy Thompson III and Mary House Thompson  
 ADDRESS: 715 E. D Street  
 CITY: Jacksonville STATE: OR ZIP CODE: 97530  
 PHONE: 541-301-7775 FAX: \_\_\_\_\_ E-MAIL: flyingtee@gmail.com

### 2. AGENT INFORMATION

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### 3. OWNER OF RECORD (Plat Vacations Only)

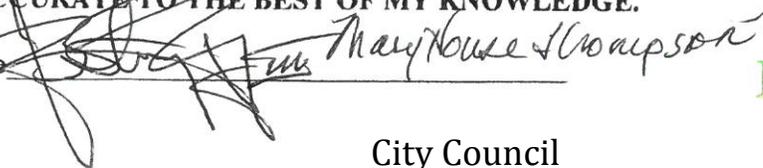
NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### 4. PROJECT DESCRIPTION

General Description of area to be vacated The proposal is to vacate a portion of Ninth Street between D Street and E Street that has never been developed. At present, the property is encumbered by private driveway accesses, private fences, and an existing sewer trunk line. The result will be to divide the vacated portion of the street equally between the four parcels on either side of the existing street right of way, and to grant a public utility easement to Rogue Valley Sewer for their trunk line.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HERewith ARE TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.**

Signature 

City Council  
 June 21, 2016  
 Agenda Item 5a.  
 Exhibit "A"

**RECEIVED**  
 APR 22 2016  
 CITY OF JACKSONVILLE

**April 21, 2016**

**TO: Mayor Paul Becker, Jacksonville City Councilor Members Jim Lewis, David Jesser, Criss Garcia, Jocie Wall, Brad Bennington, and Ken Gregg**

**FROM: James Stacy Thompson III and Mary House Thompson  
715 East D Street, Jacksonville Oregon**

**RE: Petition to Vacate Ninth Street between D Street and E Street**

Please accept this letter, along with our application materials, as our formal petition to the City Council to vacate a portion of Ninth Street between D Street and E Street. Over the past 20 years, there have been at least two other requests to vacate this portion of Ninth Street.

Ninth Street was originally platted as part of the POOL AND KLIPPEL'S ADDITION in 1868 but has never been developed as street access serving the neighborhood. There appears to be no practical reason to develop this portion of Ninth Street since it would only serve four additional existing homes, all of which already have access on Eighth Street (known as E Street at this location).

The historic pattern in the neighborhood is that a number of platted streets have not been developed by the city, but have been incorporated and used by the abutting neighbors in the forms of private drives, gardens, yards, and landscaping areas. It is unlikely that many of these platted streets will ever be developed.

At the time each of the three existing homes abutting the area proposed to be vacated were developed in the early 1990's, the City allowed the construction of private driveways and private sewer lines in the right of way to serve them, and over time fences and garden beds have been built within the right of way. Large specimen trees (sycamores) are planted within the right of way, which would be required to be removed if Ninth Street were ever developed. It may also be that portion of the guest house at 715 East D Street, built after the original house was completed, encroaches into the right of way, or does not have proper setback from property lines. Vacating this street will solve each of these issues.

We have completed a pre-application conference with the City Planner, Building Official, Fire Chief and Public Works Director, and none of these officials have

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APR 22 2016

CITY OF JACKSONVILLE

concerns about any negative impact from vacating this portion of Ninth Street. There are no plans within the City to develop this portion of Ninth Street – nothing within the Comprehensive Plan, the Public Facility Plans or the City Capital Improvement Budget. The neighbors abutting the property have all consented to the vacation (all are applicants in this request), and the required number of the neighbors affected by the vacation have also agreed.

We respectfully request that you grant our Petition to Vacate this portion of Ninth Street, and we look forward to meeting with you as part of the required public process in the near future.

Sincerely,



*James Stacy Thompson III* *Mary House Thompson*

**James Stacy Thompson III and Mary House Thompson**  
**715 East D Street, Jacksonville**  
**541-301-7775**

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APR 22 2016

CITY OF JACKSONVILLE

TELEPHONE  
541-772-2782

JAMES E. HIBBS, PLS



**L.J. FRIAR & ASSOCIATES P.C.**

CONSULTING LAND SURVEYORS

P.O. BOX 1947  
PHOENIX, OR 97535

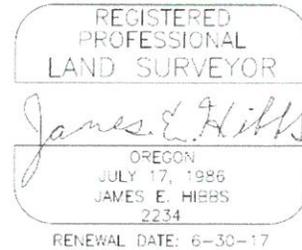
FAX  
541-772-8465

ljfriar@charter.net

EXHIBIT A

Beginning at the most southerly corner of Block 70 in POOL AND KLIPPEL'S ADDITION in the City of Jacksonville, Jackson County, Oregon, according to the official plat thereof, now of record; thence South  $67^{\circ}22'20''$  East, along the northeasterly line of "D" Street, 60.0 feet, more or less, to the most westerly corner of Block 71 in said Addition; thence North  $22^{\circ}42'50''$  East, along the northwesterly line thereof, 200.0 feet, more or less, to the most northerly corner of said Block 71; thence North  $67^{\circ}22'20''$  West, along the southwesterly line of "E" Street, 60.0 feet, more or less, to the most easterly corner of said Block 70; thence South  $22^{\circ}42'50''$  West, along the southeasterly line thereof, 200.0 feet to the Point of Beginning, being a portion of Ninth Street in said City of Jacksonville.

PORTION OF 9TH STREET TO  
BE VACATED  
372W32AB  
Jim & Mary Thompson  
16-141  
April 19, 2016



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APR 22 2016  
CITY OF JACKSONVILLE

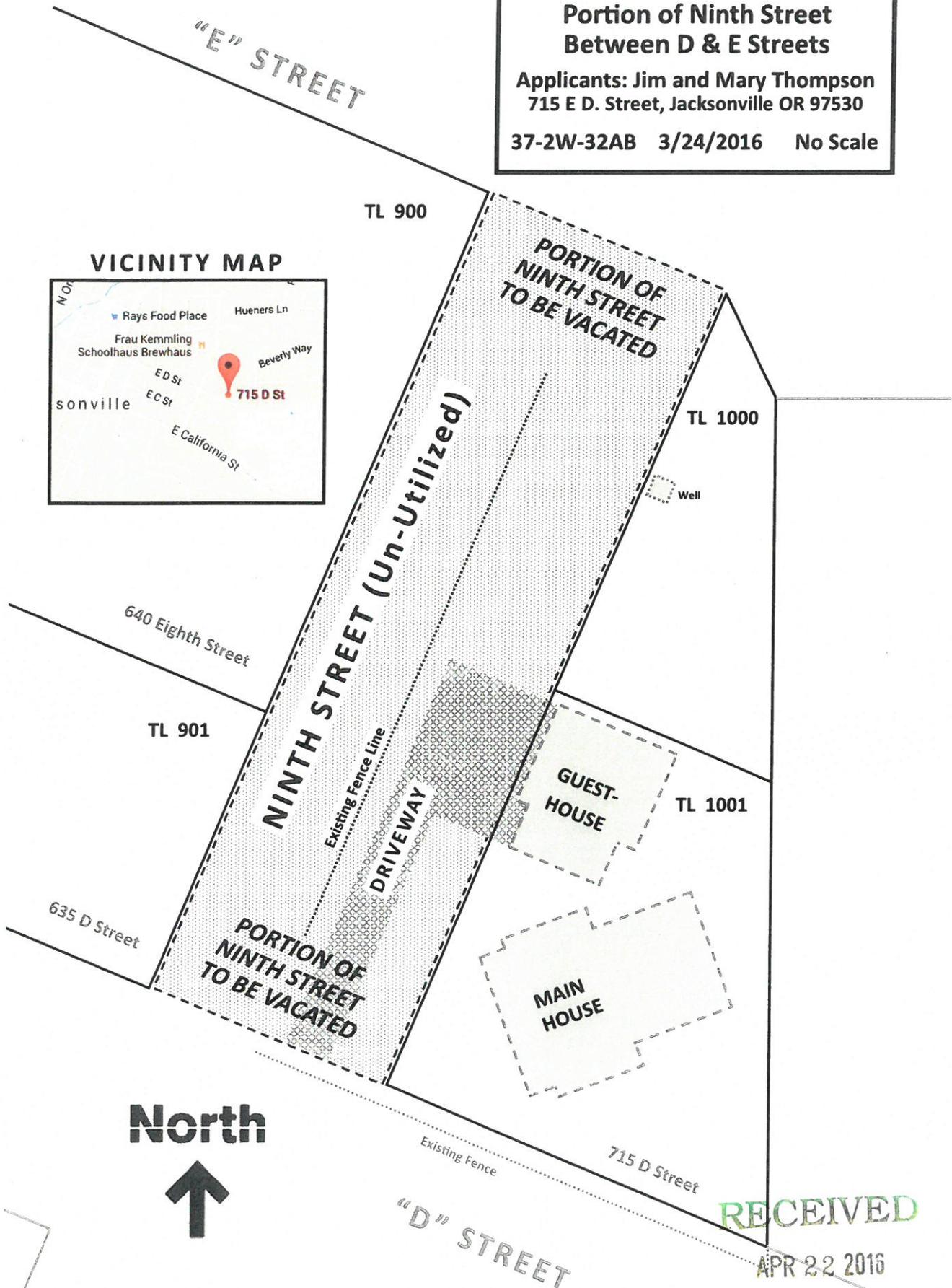
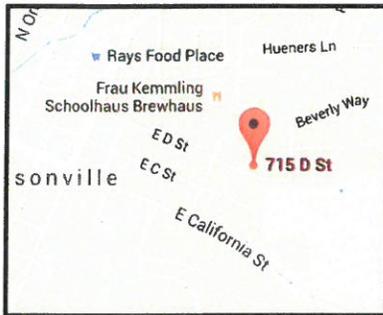
# EXHIBIT 1

## Petition to Vacate Non-Utilized Portion of Ninth Street Between D & E Streets

Applicants: Jim and Mary Thompson  
715 E D. Street, Jacksonville OR 97530

37-2W-32AB 3/24/2016 No Scale

### VICINITY MAP



North

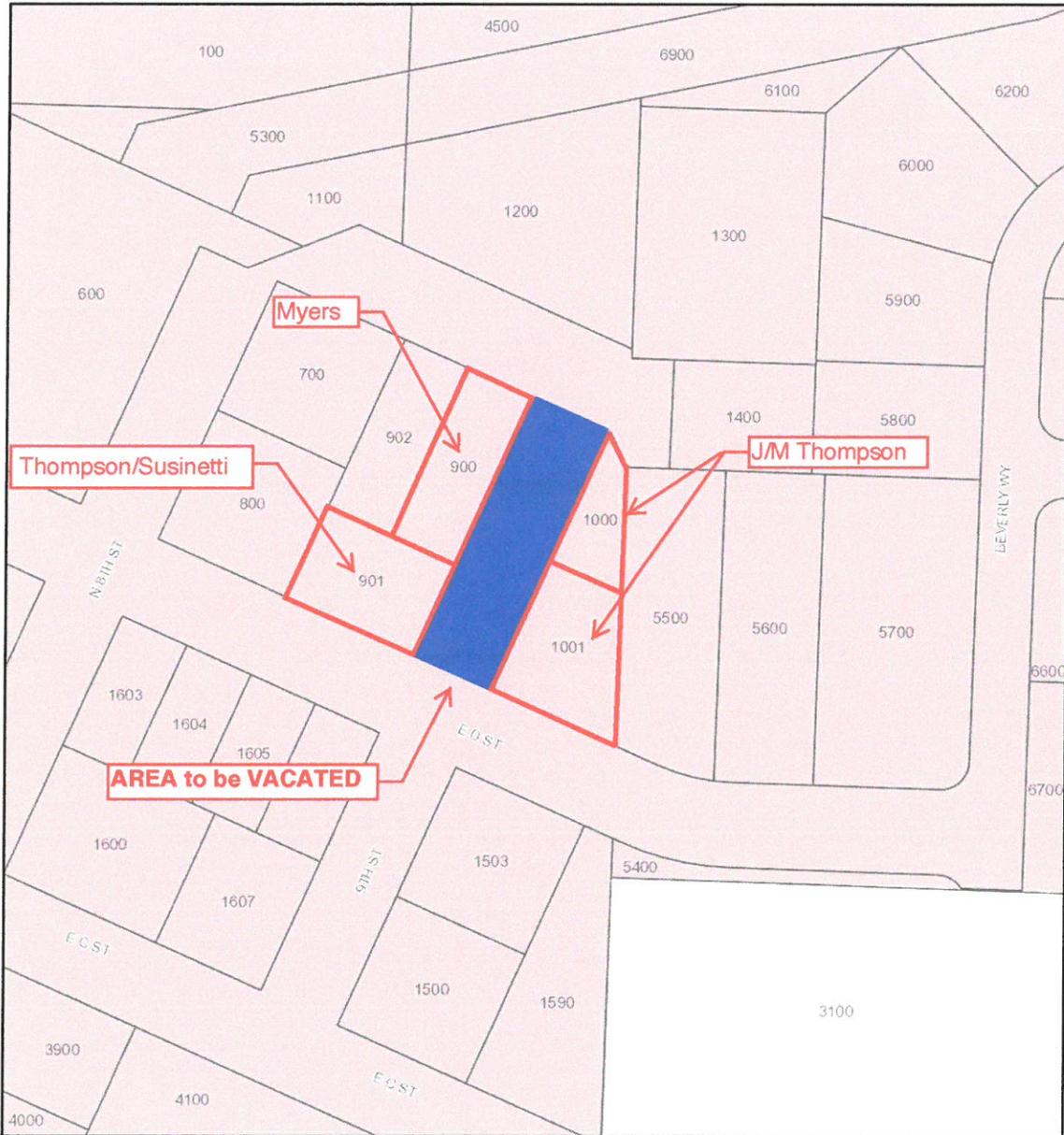


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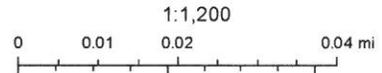
APR 22 2016

CITY OF JACKSONVILLE

# EXHIBIT 2 Applicants and Area to be Vacated

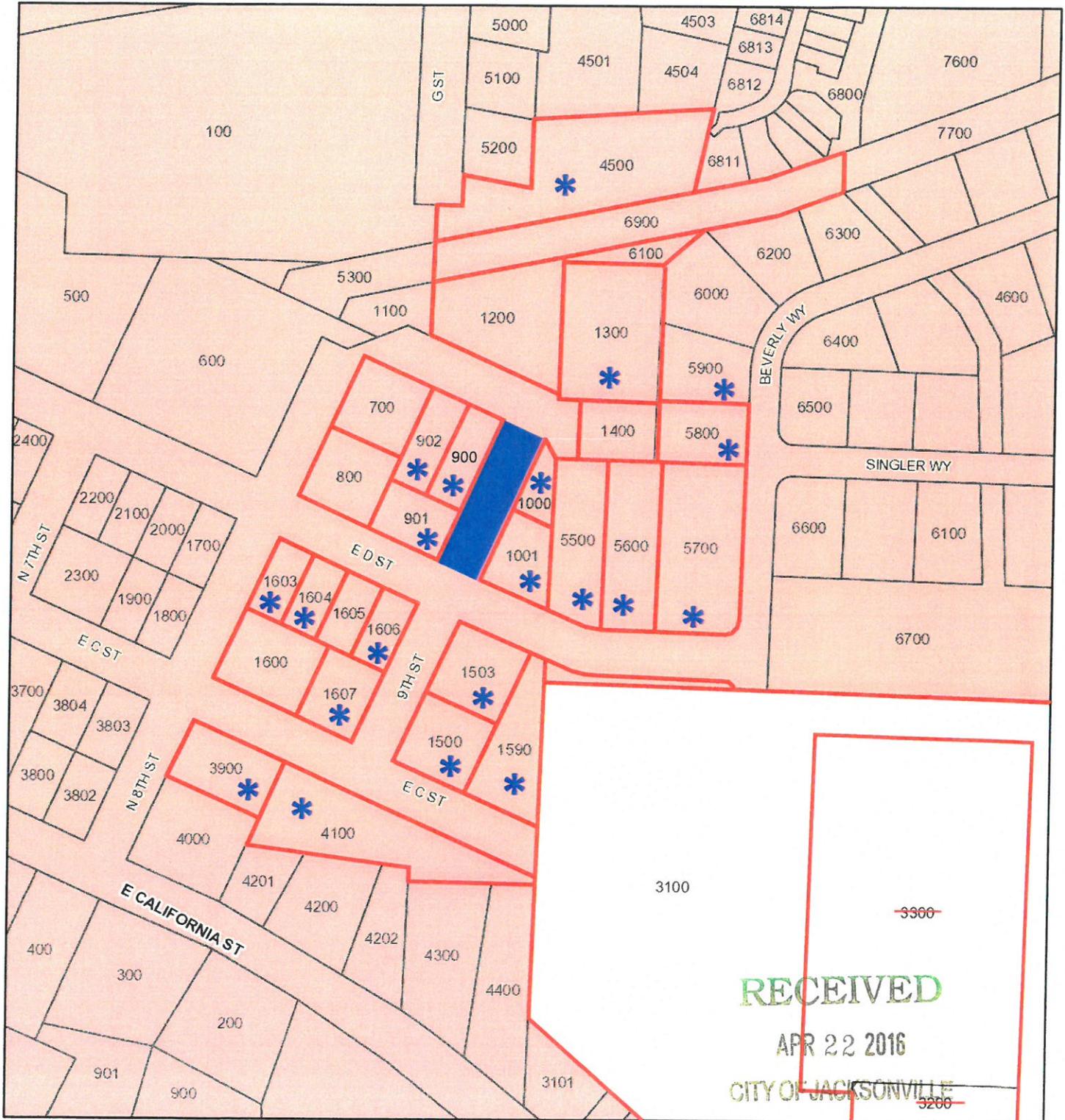


March 28, 2016



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APR 22 2016  
CITY OF JACKSONVILLE

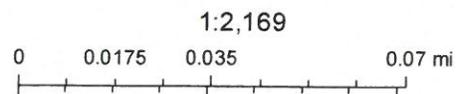
# EXHIBIT 3 Affected Parcels



March 28, 2016

**"AFFECTED PARCELS" Map was created in consultation with the Jacksonville Planning Department, highlighting in red parcels which are notified of the pending action, and which were asked to consent to the Vacation.**

**BLUE SHADED AREA TO BE VACATED**



**PARCELS MARKED WITH AN \* HAVE CONSENTED TO THE VACATION**

April 21, 2016

Ian Foster, City Planner  
City of Jacksonville Planning Department  
206 N Fifth Street  
Jacksonville, OR 97530

**RE: Petition to Vacate a Non-Utilized portion of Ninth Street in Jacksonville, Oregon  
James Stacy Thompson III and Mary House Thompson, spokesperson for applicants**

**Applicants requesting vacation of the non-utilized right-of-way are:**

- A. James Stacy Thompson III and Mary House Thompson, 715 E. D Street (existing home and outbuildings) 37-2W-32AB Tax Lot 1001
- B. James Stacy Thompson III and Mary House Thompson, 08/100 vacant parcel on East E Street, (directly to south behind 715 E. D Street) 37-2W-32AB Tax Lot 1000
- C. Robert F. Thompson and Arie D. Susinetti, 635 East D Street (existing home and outbuildings) 37-2W-32AB Tax Lot 901
- D. Gina Marie Myers, 640 Eighth Street (existing home and outbuildings) 37-2W-32AB Tax Lot 900

**PETITION: We, James Stacy Thompson III and Mary House Thompson, Robert F. Thompson and Arie D. Susinetti, and Gina Marie Myers, Applicants, hereby petition the City of Jacksonville, Jackson County, Oregon, to Vacate a non-utilized portion of Ninth Street between D Street and E Street, pursuant to ORS 271.080 as further explained below:**

**OREGON REVISED STATUTES REGARDING VACATION**

***ORS 271.080 Vacation in Incorporated Cities states:***

*(1)Whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefor setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation.*

**DESCRIPTION OF PROPERTY PROPOSED AREA TO BE VACATED**

**Location: A section of the dedicated street right of way of Ninth Street, being approximately 60 feet wide and 200 feet long, bounded on the South by D Street and the North by E Street. Location Map attached as Exhibit 1**

**Assessors Map Showing Applicants and Area to be Vacated  
Attached as Exhibit 2**

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**Legal Description of area to be vacated:**

Attached as Exhibit A

**Survey Map to be prepared:**

A Survey of the area to be vacated will be prepared as a condition of approval, with the vacated area to be attached to those properties abutting Ninth Street in proportions equal to their street frontage.

**PROPOSED USE OF VACATED GROUND**

The vacated portion of Ninth Street shall be attached in portions equal to their street frontage to those four tax lots which directly abut the area proposed to be vacated. New legal descriptions incorporating the vacated area into the abutting tax lot shall be prepared by a licensed surveyor and recorded upon approval of this vacation petition.

**REASON FOR VACATION**

The portion of Ninth Street proposed to be vacated was platted as part of the POOL AND KLIPPEL'S ADDITION in 1868 but has never been developed into street access serving the neighborhood. At present, the land to be vacated is already incorporated into the adjoining neighbors in the form of driveways, side yards, fence lines and garden areas. Large specimen trees (sycamores) are planted within the right of way, which would be required to be removed if the street were ever developed. It may also be that portion of the guest house at 715 East D Street, built after the original home was constructed, encroaches into the right of way, or does not have proper setback from property lines.

At the time each of the three existing homes abutting the area to be vacated were developed in the early 1990's, the City allowed them to construct private driveways, private sewer lines, fences and garden beds within the right of way. The historic pattern in the neighborhood is that a number of platted streets have not been developed by the city, but have been incorporated and used by the abutting neighbors in the forms of private drives, gardens, yards, and landscaping areas.

Approving this vacation will not impact the traffic flow, utility distribution or fire protection access required by the City. At a pre-application hearing held on October 21, 2015 to investigate the Vacation Process, the City Planning Director, the City Public Works Director, the Fire Chief and Building Official indicated that they had no concerns with the proposed vacation. As part of that meeting, it was noted that Rogue Valley Sewer Services has a trunk line crossing the portion to be vacated (although they do not have easements across the private land owned to the east of Ninth Street) and a Public Utility Easement should be retained for that purpose.

**ORS 271.080 Vacation in Incorporated Cities also requires:**

*(2) There shall be appended to such petition, as a part thereof and as a basis for granting the same, the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby. The real property affected thereby shall be deemed to be the land lying on either side of the street or*

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CITY OF JACKSONVILLE

*portion thereof proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted. In the vacation of any plat or part thereof the consent of the owner or owners of two-thirds in area of the property embraced within such plat or part thereof proposed to be vacated shall be sufficient, except where such vacation embraces street area, when, as to such street area the above requirements shall also apply. The consent of the owners of the required amount of property shall be in writing.*

**Assessors Map Showing Parcels Affected by Vacation (per ORS 271.080)**

Attached as Exhibit 3

**List of Owners and Addresses Affected by Vacation (per ORS 271.080)**

Attached as Exhibit 4

**Consent of All Owners abutting the Vacated Property**

Notarized copies are attached as Exhibit B-1, B-2, B-3, and B-4

**Legal Descriptions of individual ownerships adjacent to areas to be vacated:**

Attached as Exhibits C-1, C-2, C-3 and C-4

**Consent of Two-Thirds of Owners in the Defined "Affected Area"**

Working with Jacksonville City Staff, those owners required to be notified and surveyed regarding this Petition to Vacate were identified and polled. Copies of written approval by more than two-thirds of the owners of in the affected area have given their approval to the Petition to Vacate are attached as Exhibit 5.

**FINDINGS OF FACT REGARDING PETITION TO VACATE--Compliance with Comprehensive Plan**

**Historic Area Characteristics:**

1. Jacksonville Comprehensive Plan, Chapter Two: Part of the Old School District unit, within the portion identified as the Whittle Development of "Historicized Architecture"
2. Planning Historic Design Review Area: Properties affected listed as Review Level Three
3. There are significant resource trees on the property to be vacated--large sycamore trees within the street right-of-way which would need to be removed if Ninth Street were ever to be developed
4. This area is a transitional neighborhood from the East side of the community to the Historic Core.
5. There are a number of platted streets in the surrounding neighborhood that have never been developed to City Standards: Ninth Street between D Street and E Street (subject);

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E Street between Eight Street and Ninth Street (an un-paved alley/access); and C Street beyond Eighth Street to the City Limits to the East. This neighborhood has a semi-rural character without sidewalk, with storm water ditches, and with large trees and well developed landscaping.

**Findings: Vacating this portion of Ninth Street will not negatively impact the historic characteristics of the affected properties, and will, in fact, maintain the general characteristic of the neighborhood (transitional from newer to older at the downtown core). This Vacation Petition meets and does not detract from any of the goals of the Historic Preservation Section of the Comprehensive Plan:**

- It preserves the neighborhood character because there will be no change to the vacated portion of Ninth Street from the current use;
- It protects existing vegetation (large specimen trees) which would likely be damaged if Ninth Street were developed instead of vacated;
- It safeguards existing visual/scenic view sheds, because there will be no change to the existing use of Ninth Street;
- It promotes historic architectural preservation, since this neighborhood was developed based on "Historicized Architecture" and no change to existing homes will occur because of the vacation;
- It maintains the current development patterns/land use, since no change to the historic use of the vacated portion of Ninth Street will occur; and
- It promotes the character of the existing streetscape, which is semi-rural, expansive, with natural walkways and slower traffic to accommodate drivers, walkers and bicyclists. Vacating the requested portion of Ninth Street preserves the existing pattern and will not change the present streetscape.

**Transportation Issues:**

The overall Goal for Transportation Systems in Jacksonville's Comprehensive Plan, Chapter Five Section 2.4.1 is to provide comprehensive, long-range systems that include

1. Providing for optimal public safety and services;
2. Providing for appropriate street, pathway, and sidewalk standards; and
3. Preserving historic and scenic resources and values while recognizing the economic values of Hwy. 238

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**FINDINGS:** Based on the pre-application hearing held on October 21, 2015 to investigate the Vacation Process, the City Planning Director, the City Public Works Director, the Fire Chief and Building Official indicated that they had no concerns with the proposed vacation. The Petition for Vacation will not negatively affect any of the three identified goals for the transportation system, as follows:

**1. Optimal Public Safety and Services**

- The Fire Chief indicated that public safety for the neighborhood would not be negatively impacted by the vacation, as the properties that would be served if Ninth Street were completed are already served by the extension of Eighth Street (also known as E Street), the number of lots served cannot be increased, and there is adequate access and turn-around for fire trucks serving those properties;
- The Public Works Director indicated that storm drainage would not be negatively impacted by the vacation, and the distribution of water, sewer, power, natural gas, cable and internet services is already adequately served in the neighborhood;

**2. Appropriate Street, Pathway and Sidewalk Standards**

- According to the Public Works Director, the requested Vacation will not negatively impact the appropriate Street, Pathway or Sidewalk Standards. The existing streets are already developed to City standards, and the vacation will not impact the sidewalk standards already in place for the Old School District as adopted in Resolution No. 755, which states

*The prevailing use of DG or asphalt should continue based on the existing block by block material use.*

**3. Preserving Historic and Scenic Resources While Recognizing the Economic Value of Hwy 238**

- Any changes in traffic in the immediate area of the proposed vacation at the corner of Ninth Street between D and E Streets will have no impact on either the historic or scenic resources along primary City thoroughways, and will not impact the economic viability of Hwy 238.

Additional Goals regarding Transportation which this Petition for Vacation could possibly impact include Future Demand, Deficiencies and Needs (Element 5), Special Transportation Areas (C Street Enhancements and Parking Issues) and Other Future Planning Objectives

**Future Demand, Deficiencies and Needs (Element Five)**

According to Section 5.2 Summary of Findings, the analysis of the city's transportation system showing how it is expected to function through 2030, shows that

*No intersections in Jacksonville are expected to exceed the applicable intersection traffic operation standard, and therefore, no needs are identified. This was true under a No Build scenario...and a Mode-Loss scenario.*

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**FINDING:** The proposed Vacation will not negatively impact the Future Demands analysis, which was based on the existing traffic patterns throughout Jacksonville, include the lack of development of the section of Ninth Street between D and E, and which analyzed changes to traffic patterns based on multi-modal redevelopment (affects C Street).

#### **Systems Alternative Goal (Element 6) -- Special Transportation Areas 6.2.1**

The Special Transportation Areas identifies enhancements to C Street Corridor (Section 6.2.3), between Oregon Street and Fifth Street, as important to the long-term viability of the Jacksonville Transportation System, including:

- 1,100 feet of sidewalk along the north side of C Street;
- An officially designated bicycle route on C Street;
- A bicycle shelter in the vicinity of the Jacksonville Museum
- Interpretive signage and parking signage along C Street
- Aesthetically-pleasing landscaping on both sides of C Street
- "Bike Boulevard" enhancements including signage, smooth street overlays and curb extensions
- Shared improvements for Pedestrians, Bicyclists and motorized vehicles (WOONERF concept)

**FINDING:** The Vacation of Ninth Street between D Street and E Street is one block North and four blocks East of the terminus of the proposed enhancement area for the C Street Corridor, and will create no significant impact or increase in traffic (Pedestrian, Bicycle or Motorized) to the Corridor.

#### **Systems Alternative Goal (Element 6) – Parking 6.2.5**

The Master Parking Plan identified in this section of the Comprehensive Plan (Figure 6.1) shows the intent to create 25 On-Street, Parallel Parking Spaces along D Street in the Vicinity of Seventh Street.

**FINDING:** The section of Ninth Street along D Street proposed for Vacation is currently developed as yard space at 635 D Street, and as driveway access at 715 D Street. In the current configuration, one on-street parking space would be possible. If Ninth Street were developed, that one on-street parking space along D Street would be lost. The proposed Vacation will have no negative impact on the Master Plan for Parking identified in the Comprehensive Plan.

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## Preferred Alternatives and Planned Projects (Element 7) – Other Future Planning Objectives

Section 7.2 Roadway Improvement Alternative, identifies enhancements to the C Street Corridor as the only future planning objective on which this request for Vacation could have impact.

**FINDING: The Vacation of Ninth Street between D Street and E Street is one block North and four blocks East of the terminus of the proposed enhancement area for the C Street Corridor, and will create no significant impact or increase in traffic (Pedestrian, Bicycle or Motorized) to the Corridor.**

Section 7.6 Land Use Alternative notes that Jacksonville has created a Transit-Oriented Development (TOD), which provides a means to place homes (built at higher densities) and some businesses, near transit services thus decreasing automobile traffic and dependency.

**FINDING: The requested Vacation of a portion of Ninth Street between D Street and E Street will meet the underlying goal of this section, which is to decrease automobile traffic and dependency. By Vacating this portion of Ninth Street, unnecessary street frontage will not be created, extraneous traffic will be eliminated, and existing street and accesses will be more fully utilized at the current, below-capacity levels.**

## Public Facilities and Services

The Goal of the Public Facilities and Services Section of the Comprehensive Plan is to

*Plan and develop a timely, orderly and efficient arrangement of Public Facilities and Services to serve both existing and future needs of the residents of the City of Jacksonville.*

Public Facilities and Services include

1. Sanitary Sewer Service
2. Water Supply and Service
3. Storm Water Drainage
4. Solid Waste
5. Fire Protection
6. Police Protection
7. Public Lands and Buildings
8. Schools

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A pre-application hearing to investigate the Vacation Process was held on October 21, 2015, attended by the City Planning Director, the City Public Works Director, the Fire Chief and Building Official. The only concern raised regarding public facilities as part of that meeting was that Rogue Valley Sewer Services has a trunk line crossing the portion of Ninth Street to be vacated (although they do not have easements across the private land owned to the east of Ninth Street) and that a Public Utility Easement should be retained for that purpose.

**FINDING: City Officials directly responsible for meeting the Comprehensive Plan Goals have reviewed the proposed vacation and have indicated that adequate Public Facilities currently exist and there will be no negative impact on the development of future Public Facilities and Services, including**

- City Planning Director (Public Lands and Buildings and Schools);
- City Public Works Director (Sanitary Sewer, Water Supply, Storm Water Drainage, Solid Waste);
- Fire Chief (Fire Protection); and
- Building Official

**FINDING: There will be no detrimental effect on Police Protection because of the proposed Vacation of a portion of Ninth Street, since the existing street accesses along D Street and Eighth Street will not be changed, and no negative impact from the existing configuration is currently identified.**

**FINDING: a Public Utility Easement benefitting Rogue Valley Sewer Service should be retained across the portion of Ninth Street. As part of this Petition for Vacation, Applicants will coordinate with Rogue Valley Sewer to create the appropriate legal description for a PUE, granted to RVS upon recordation of the vacation.**

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# EXHIBIT B-1

## CONSENT TO STREET VACATION

The undersigned hereby gives full consent to the vacation of  
**That Portion of Ninth Street not currently being utilized between D Street and E Street  
which abuts the following properties: 37-2W-32AB Tax Lots 900, 901, 1000 & 1001**

Street Name

Map & Taxlot #

by the City of Jacksonville, Oregon through its City Council.

Property Owner James Stacy Thompson III and Mary House Thompson

715 E. D Street

Physical Address

Mailing Address (if different)

Jacksonville, OR 97530

City, State, Zip Code

37-2W-32AB Tax Lot 1000

[Signature]

Signature

Mary House Thompson

Signature

STATE OF OREGON )

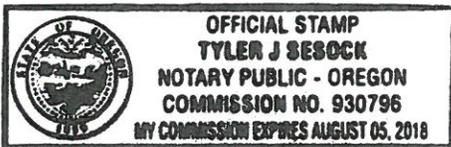
COUNTY OF JACKSON )

On this 4<sup>TH</sup> day of APRIL, 2016, JAMES STACY THOMPSON III AND MARY HOUSE THOMPSON

personally appeared before me,

- Whom I know personally
- Whose identity I verified on the basis of DRIVERS LICENSE
- Whose identity I verified on the oath or affirmation of \_\_\_\_\_, a credible witness,

to be the signer of the above and he/she acknowledged that he/she signed it.



[Signature]

Notary Public

Commission Expires AUGUST 5 2018

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Revised 7/11

CITY OF JACKSONVILLE



EXHIBIT B-3

CONSENT TO STREET VACATION

The undersigned hereby gives full consent to the vacation of  
**That Portion of Ninth Street not currently being utilized between D Street and E Street  
which abuts the following properties: 37-2W-32AB Tax Lots 900, 901, 1000 & 1001**

Street Name

Map & Taxlot #

by the City of Jacksonville, Oregon through its City Council.

Property Owner

Gina Myers

640 8th Street  
Physical Address

Mailing Address (if different)

Jacksonville OR 97530

City, State, Zip Code

Gina M Myers  
Signature

\_\_\_\_\_  
Signature

STATE OF Oregon

COUNTY OF Jackson

On this 8th day of April, 2016. Gina M Myers

personally appeared before me,

- Whom I know personally
- Whose identity I verified on the basis of ID
- Whose identity I verified on the oath or affirmation of \_\_\_\_\_,  
a credible witness,

to be the signer of the above and he/she acknowledged that he/she signed it.



Wendy Loraine Feeley  
Notary Public  
Commission Expires May 17, 2019

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EXHIBIT B-4

CONSENT TO STREET VACATION

The undersigned hereby gives full consent to the vacation of **That Portion of Ninth Street not currently being utilized between D Street and E Street which abuts the following properties: 37-2W-32AB Tax Lots 900, 901, 1000 & 1001**

Street Name

Map & Taxlot #

by the City of Jacksonville, Oregon through its City Council.

Property Owner Robert F. Thompson and Arie D. Susinetti

635 E. D Street

Physical Address

Jacksonville, OR 97530

Mailing Address (if different)

425 Locke Drive, Aptos, CA 95003

City, State, Zip Code

37-2W-32AB Tax Lot 901



Signature



Signature

STATE OF California

COUNTY OF Santa Cruz

On this 21<sup>st</sup> day of April, 2016, Robert F. Thompson & Arie D. Susinetti

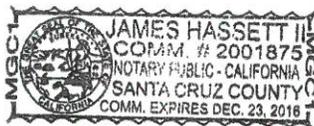
personally appeared before me,

Whom I know personally

Whose identity I verified on the basis of checking California Driver license

Whose identity I verified on the oath or affirmation of \_\_\_\_\_ a credible witness,

to be the signer of the above and he/she acknowledged that he/she signed it.





Notary Public

Commission Expires 12/23/2016

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CITY OF JACKSONVILLE

TELEPHONE  
541-772-2782

JAMES E. HIBBS, PLS



**L.J. FRIAR & ASSOCIATE P.C.**

CONSULTING LAND SURVEYORS

P.O. BOX 1947  
PHOENIX, OR 97535

FAX  
541-772-8465

ljfriar@charter.net

EXHIBIT C-1

Parcel No. 2 set forth in Document No. 2015-039553, Official Records of Jackson County, Oregon being described as follows:

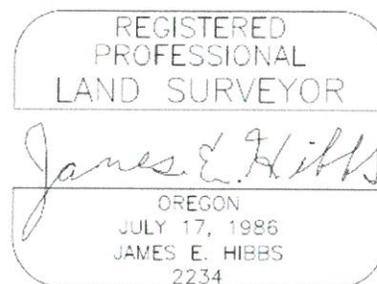
The Northerly 100 feet of fractional Block 71 in POOL AND KLIPPEL'S ADDITION in the City of Jacksonville, Jackson County, Oregon, according to the official plat thereof, now of record.

EXISTING 372W32AB TL1000

Jim & Mary Thompson

16-141

April 19, 2016



RENEWAL DATE: 6-30-17

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TELEPHONE  
541-772-2782



**L.J. FRIAR & ASSOCIATE P.C.**

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541-772-8465

JAMES E. HIBBS, PLS

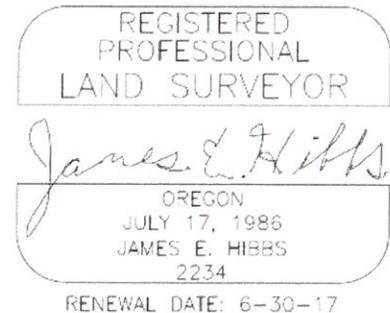
ljfriar@charter.net

EXHIBIT C-2

Parcel No. 1 set forth in Document No. 2015-039553, Official Records of Jackson County, Oregon being described as follows:

The Southerly 100 feet of fractional Block 71 in POOL AND KLIPPEL'S ADDITION in the City of Jacksonville, Jackson County, Oregon, according to the official plat thereof, now of record, being Lots 1 and 2 of said Block 71.

EXISTING 372W32AB TL1001  
Jim & Mary Thompson  
16-141  
April 19, 2016



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CITY OF JACKSONVILLE

TELEPHONE  
541-772-2782

JAMES E. HIBBS, PLS



L.J. FRIAR & ASSOCIATE P.C.

CONSULTING LAND SURVEYORS

P.O. BOX 1947  
PHOENIX, OR 97535

FAX  
541-772-8465

ljfriar@charter.net

EXHIBIT C-3

That property set forth in Document No. 2009-047374, Official Records of Jackson County, Oregon being described as follows:

Lot 8 and the Northerly 30 feet of Lot 4, Block 70 in POOL AND KLIPPEL'S ADDITION in the City of Jacksonville, Jackson County, Oregon, according to the official plat thereof, now of record.

EXISTING 372W32AB TL900  
Jim & Mary Thompson  
16-141  
April 19, 2016



RENEWAL DATE: 6-30-17

TELEPHONE  
541-772-2782

JAMES E. HIBBS, PLS



**L.J. FRIAR & ASSOCIATE P.C.**

CONSULTING LAND SURVEYORS

P.O. BOX 1947  
PHOENIX, OR 97535

FAX  
541-772-8465

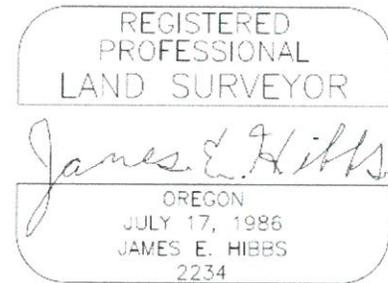
ljfriar@charter.net

EXHIBIT C-4

That property set forth in Document No. 2007-044462, Official Records of Jackson County, Oregon being described as follows:

Parcel No. Two (2) of Partition Plat No. P-86-1992, recorded August 27, 1992, in Record of Partition Plats in Jackson County, Oregon and filed as Survey No. 13126 in the Office of the Jackson County Surveyor.

EXISTING 372W32AB TL901  
Jim & Mary Thompson  
16-141  
April 19, 2016



RENEWAL DATE: 6-30-17

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## EXHIBIT 4 Owners of Affected Parcels

Last	First	Mailing Address	Situs Address	Tax Map	Tax Lot
Thompson	Jim & Mary	715 E. D Street	715 E. D Street	372W32AB	1000
Thompson	Jim & Mary	715 E. D Street	715 E. D Street	372W32AB	1001
Myers	Gina Marie	640 Eighth Street	640 Eighth Street	372W32AB	900
Thompson, Robert F.	Susinetti, Arie D.	425 Locke Drive Aptos, CA 5003	635 E. D Street	372W32AB	901
Phillips	Charles & Carrie	P.O. Box 1537	630 Eighth Street	372W32AB	902
Centers	William Laroy Jr	P.O. Box 1593 Rogue River, OR 97537	350 Eighth Street	372W32AB	700
Parks	Steven & Nancy	995 Upper Applegate Rd Jacksonville OR 97530	320 Eighth Street	372W32AB	800
Hecox	Douglas & Kerri	620 E. C Street	260 Eighth Street	372W32AB	1603
Leroy	Edward & Shahnaz	620 E. D Street	620 E. D Street	372W32AB	1604
Rugen	Richard	630 E. D Street	630 E. D Street	372W32AB	1605
Gugliotta	Lou & Betty	P.O. Box 1948	640 E. D Street	372W32AB	1606
Moore	Lore	7201 Thompson Creek	220 Eighth Street	372W32AB	1600
Whipple	Rodger & Susan	P.O. Box 1537	205 Ninth Street	372W32AB	1607
Shields	Lance & Nancy	720 E. D Street	720 E. D Street	372W32AB	1503
McInerny	Kate	210 Ninth Street	P.O. Box 1023	372W32AB	1500
Lebaron	Rand & Cynthia	730 E. D Street	730 E. D Street	372W32AB	1590
Kaylin	Daniel	735 E. D Street	735 E. D Street	372W32AB	5500
Scott	Russell & Sandra	745 E. D Street	745 E. D Street	372W32AB	5600
Hicks	Maurice & Virginia	755 E. D Street	755 E. D Street	372W32AB	5700
Graham	William & Linda	P.O. Box 626	1015 Beverly Way	372W32AB	5800
McPherson	Jesse & Shannon	1005 Beverly Way	1005 Beverly Way	372W32AB	5900
Johnson	Hazel	P.O. Box 63	410 Eighth Street	372W32AB	1400
Smith	Wayne & Kristine	420 8th Street	420 8th Street	372W32AB	1300
Bigham Knoll Group, LLC	Brooke Ashland, Member	4400 Livingston Road Central Point, OR 97502	535 Bigham Knoll	372W32AB	1200
City of Jacksonville		P.O. Box 7	Beverly Way	372W32AB	6100
City of Jacksonville		P.O. Box 7	Hueners Lane	372W32AB	6900
Denard	Patrick & Marion	420 G Street	420 G Street	372W32AB	4500
Southeast Jacksonville, LLC	Duane Wallace, Registered Agent	P.O. Box 249 Ashland, OR 97520	845 California Street	372W32A	3100
City of Jacksonville		P.O. Box 7	Beverly Way	372W32AB	5400
Courson	Benjamin & Necia	160 Eighth Street	160 Eighth Street	372W32AB	3900

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**EXHIBIT 4**  
**Owners of Affected Parcels**

Hecox	Douglas & Kerri	620 E. C Street	620 E. C Street	372W32AB	4100
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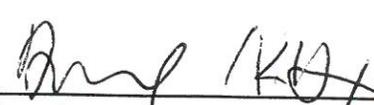
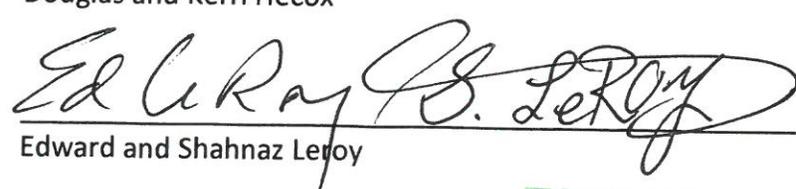
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# EXHIBIT 5

## Petition to Vacate a Non-Utilized Portion of Ninth Street between D Street and E Streets, Jacksonville

We, the undersigned, acknowledge that the portion of 9<sup>th</sup> Street proposed for vacation has never been developed by the City of Jacksonville. The street has been used for private yard or driveway access for the owners of 715 East D Street, 635 East D Street, and 640 Eighth Street since the early 1990's. We agree that developing 9<sup>th</sup> Street in that location would be a severe hardship on the adjacent owners, but vacating the street would not negatively impact us as neighbors.

By our signatures below, we consent to this vacation.

✓ 37-2W-32AB TL 1000 715 E. D Street Jacksonville, OR 97530	_____	_____
	Jim and Mary Thompson	Date
✓ 37-2W-32AB TL 1001 715 E. D Street Jacksonville, OR 97530	_____	_____
	Jim and Mary Thompson	Date
✓ 37-2W-32AB TL 900 640 Eighth Street Jacksonville, OR 97530	_____	_____
	Gina Myers	Date
37-2W-32AB TL 901 635 E. D Street Jacksonville, OR 97530	_____	_____
	Robert Thompson / Arie Susuinetti	Date
37-2W-32AB TL 902 630 Eighth Street Jacksonville, OR 97530	_____	_____
	Charles and Carrie Phillips	Date
37-2W-32AB TL 700 350 Eighth Street Jacksonville, OR 97530	_____	_____
	William Centers Trust	Date
37-2W-32AB TL 800 320 Eighth Street Jacksonville, OR 97530	_____	_____
	Steven and Nancy Parks	Date
37-2W-32AB TL 1603 260 Eighth Street N Jacksonville, OR 97530		4-5-16 Date
37-2W-32AB TL 1604 620 E. D Street Jacksonville, OR 97530		3/12/16 Date

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# EXHIBIT 5

## Petition to Vacate a Non-Utilized Portion of Ninth Street between D Street and E Streets, Jacksonville

*We, the undersigned, acknowledge that the portion of 9<sup>th</sup> Street proposed for vacation has never been developed by the City of Jacksonville. The street has been used for private yard or driveway access for the owners of 715 East D Street, 635 East D Street, and 640 Eighth Street since the early 1990's. We agree that developing 9<sup>th</sup> Street in that location would be a severe hardship on the adjacent owners, but vacating the street would not negatively impact us as neighbors.*

**By our signatures below, we consent to this vacation.**

37-2W-32A TL 3100  
845 California Street  
Jacksonville, OR 97530

\_\_\_\_\_  
Southeast Jacksonville LLC

\_\_\_\_\_  
Date

37-2W-32AB TL 5400  
Beverly Way  
Jacksonville, OR 97530

\_\_\_\_\_  
City of Jacksonville

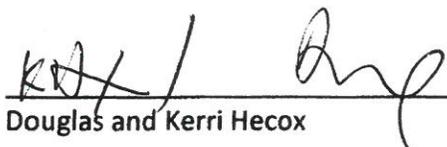
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Date

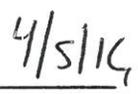
37-2W-32AB TL 3900  
160 Eighth Street  
Jacksonville, OR 97530

\_\_\_\_\_  
Benjamin and Necia Courson

\_\_\_\_\_  
Date

37-2W-32AB TL 4100  
620 E. C Street  
Jacksonville, OR 97530

  
\_\_\_\_\_  
Douglas and Kerri Hecox

  
\_\_\_\_\_  
Date

RECEIVED

APR 22 2016

CITY OF JACKSONVILLE

**EXHIBIT 5**

**Petition to Vacate a Non-Utilized Portion of  
Ninth Street between D Street and E Streets, Jacksonville**

We, the undersigned, acknowledge that the portion of 9<sup>th</sup> Street proposed for vacation has never been developed by the City of Jacksonville. The street has been used for private yard or driveway access for the owners of 715 East D Street, 635 East D Street, and 640 Eighth Street since the early 1990's. We agree that developing 9<sup>th</sup> Street in that location would be a severe hardship on the adjacent owners, but vacating the street would not negatively impact us as neighbors.

By our signatures below, we consent to this vacation.

- 37-2W-32AB TL 1000 Mary Thompson 3-1-16  
715 E. D Street Jim and Mary Thompson Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 1001 Mary Thompson 3-1-16  
715 E. D Street Jim and Mary Thompson Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 900 Gina Myers 3/1/16  
640 Eighth Street Gina Myers Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 901 \_\_\_\_\_  
635 E. D Street Robert Thompson / Arie Susuinetti Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 902 \_\_\_\_\_  
630 Eighth Street Charles and Carrie Phillips Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 700 \_\_\_\_\_  
350 Eighth Street William Centers Trust Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 800 \_\_\_\_\_  
320 Eighth Street Steven and Nancy Parks Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 1603 \_\_\_\_\_  
260 Eighth Street N Douglas and Kerri Hecox Date  
Jacksonville, OR 97530
- 37-2W-32AB TL 1604 \_\_\_\_\_  
620 E. D Street Edward and Shahnaz Leroy Date  
Jacksonville, OR 97530

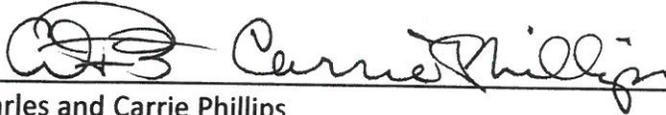
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APR 22 2016  
CITY OF JACKSONVILLE

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37-2W-32AB TL 1000 715 E. D Street Jacksonville, OR 97530	_____ Jim and Mary Thompson	_____ Date
37-2W-32AB TL 1001 715 E. D Street Jacksonville, OR 97530	_____ Jim and Mary Thompson	_____ Date
37-2W-32AB TL 900 640 Eighth Street Jacksonville, OR 97530	_____ Gina Myers	_____ Date
37-2W-32AB TL 901 635 E. D Street Jacksonville, OR 97530	_____ Robert Thompson / Arie Susuinetti	_____ Date
37-2W-32AB TL 902 630 Eighth Street Jacksonville, OR 97530	 Charles and Carrie Phillips	3.15.16 _____ Date
37-2W-32AB TL 700 350 Eighth Street Jacksonville, OR 97530	_____ William Centers Trust	_____ Date
37-2W-32AB TL 800 320 Eighth Street Jacksonville, OR 97530	_____ Steven and Nancy Parks	_____ Date
37-2W-32AB TL 1603 260 Eighth Street N Jacksonville, OR 97530	_____ Douglas and Kerri Hecox	_____ Date
37-2W-32AB TL 1604 620 E. D Street Jacksonville, OR 97530	_____ Edward and Shahnaz Leroy	_____ Date

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CITY OF JACKSONVILLE

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37-2W-32AB TL 1605 630 E. D Street Jacksonville, OR 97530	Richard Rugen	_____	Date
37-2W-32AB TL 1606 640 E. D Street Jacksonville, OR 97530	<i>Lou A Gugliotta</i> <i>Betty D Gugliotta</i> Lou and Betty Gugliotta	_____ 2-11-16	Date
37-2W-32AB TL 1600 220 Eighth Street Jacksonville, OR 97530	Lore Moore	_____	Date
37-2W-32AB TL 1607 205 Ninth Street Jacksonville, OR 97530	Rodger and Susan Whipple	_____	Date
✓ 37-2W-32AB TL 1503 720 E. D Street Jacksonville, OR 97530	Lance and Nancy Shields	_____	Date
37-2W-32AB TL 1500 210 Ninth Street Jacksonville, OR 97530	<i>Kate McInerney</i> Kate McInerney	_____ 3-1-16	Date
✓ 37-2W-32AB TL 1590 730 E. D Street Jacksonville, OR 97530	Rand and Cynthia Lebaron	_____	Date
✓ 37-2W-32AB TL 5500 735 E. D Street Jacksonville, OR 97530	Daniel and Nancy Kaylin	_____	Date
37-2W-32AB TL 5600 745 E. D Street Jacksonville, OR 97530	Russell and Sandra Scott	_____	Date

RECEIVED

APR 22 2016

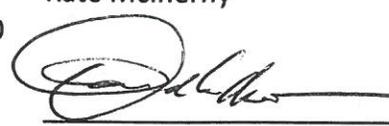
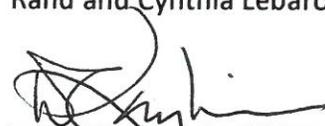
CITY OF JACKSONVILLE

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37-2W-32AB TL 1503 720 E. D Street Jacksonville, OR 97530	 Lance and Nancy Shields	 3/1/16 Date
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CITY OF JACKSONVILLE

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630 E. D Street  
Jacksonville, OR 97530

Richard Rugen \_\_\_\_\_ Date

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640 E. D Street  
Jacksonville, OR 97530

Lou and Betty Gugliotta \_\_\_\_\_ Date

37-2W-32AB TL 1600  
220 Eighth Street  
Jacksonville, OR 97530

Lore Moore \_\_\_\_\_ Date

37-2W-32AB TL 1607  
205 Ninth Street  
Jacksonville, OR 97530

Rodger and Susan Whipple \_\_\_\_\_ Date

*Rodger S. Whipple, Susan Whipple 3/17/16*

37-2W-32AB TL 1503  
720 E. D Street  
Jacksonville, OR 97530

Lance and Nancy Shields \_\_\_\_\_ Date

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Kate McInerny \_\_\_\_\_ Date

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Jacksonville, OR 97530

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735 E. D Street  
Jacksonville, OR 97530

Daniel and Nancy Kaylin \_\_\_\_\_ Date

37-2W-32AB TL 5600  
745 E. D Street  
Jacksonville, OR 97530

Russell and Sandra Scott \_\_\_\_\_ Date

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APR 22 2016

CITY OF JACKSONVILLE

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37-2W-32AB TL 5600 745 E. D Street Jacksonville, OR 97530	<i>Russell J. Scott, Sandra Scott</i> Russell and Sandra Scott	<i>3-19-2016</i> Date

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APR 22 2016

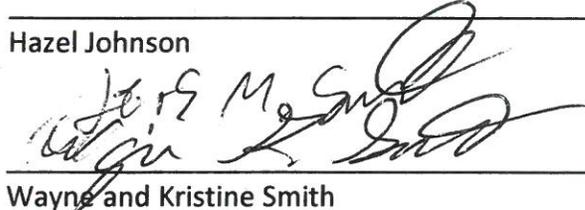
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37-2W-32AB TL 5700 755 E. D Street Jacksonville, OR 97530	_____	Maurice and Virginia Hicks	_____	Date
✓ 37-2W-32AB TL 5800 1015 Beverly Way Jacksonville, OR 97530	_____	William and Linda Graham	_____	Date
37-2W-32AB TL 5900 1005 Beverly Way Jacksonville, OR 97530	_____	Jesse and Sandra McPherson	_____	Date
37-2W-32AB TL 1400 410 Eighth Street Jacksonville, OR 97530	_____	Hazel Johnson	_____	Date
37-2W-32AB TL 1300 420 Eighth Street Jacksonville, OR 97530		Wayne and Kristine Smith	3/11/16	Date
37-2W-32AB TL 1200 535 Bingham Knoll Dr. Jacksonville, OR 97530	_____	Bingham Knoll Group, LLC	_____	Date
37-2W-32AB TL 6100 Beverly Way Jacksonville, OR 97530	_____	City of Jacksonville	_____	Date
37-2W-32AB TL 6900 Hueners Lane Jacksonville, OR 97530	_____	City of Jacksonville	_____	Date
37-2W-32AB TL 4500 420 G street Jacksonville, OR 97530	_____	Patrick and Marion Denard	_____	Date

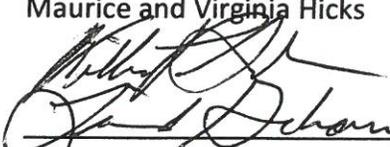
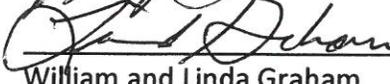
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37-2W-32AB TL 5800 1015 Beverly Way Jacksonville, OR 97530	_____ William and Linda Graham 	_____ 2-9-16 Date
37-2W-32AB TL 5900 1005 Beverly Way Jacksonville, OR 97530	_____ Jesse and Sandra McPherson	_____ Date
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CITY OF JACKSONVILLE

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\_\_\_\_\_  
Southeast Jacksonville LLC

\_\_\_\_\_  
Date

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Beverly Way  
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\_\_\_\_\_  
City of Jacksonville

\_\_\_\_\_  
Date

37-2W-32AB TL 3900  
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Ben + Necia Courson  
Benjamin and Necia Courson

3.31.16  
Date

37-2W-32AB TL 4100  
620 E. C Street  
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\_\_\_\_\_  
Douglas and Kerri Hecox

\_\_\_\_\_  
Date

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APR 22 2016

CITY OF JACKSONVILLE

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715 E. D Street  
Jacksonville, OR 97530

\_\_\_\_\_  
Jim and Mary Thompson

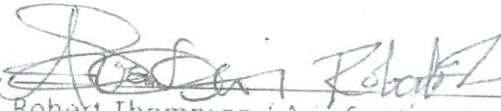
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\_\_\_\_\_  
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Robert Thompson / Arie Susinetti

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Charles and Carrie Phillips

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Jacksonville, OR 97530

\_\_\_\_\_  
Steven and Nancy Parks

37-2W-32AB TL 1603  
260 Eighth Street N

\_\_\_\_\_  
Douglas and Kerri Hecox

**RECEIVED**

**APR 22 2016**

**CITY OF JACKSONVILLE**



City of Jacksonville

# Planning Department

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## City Council Staff Report: Street Vacation

DATE: June 13, 2016  
SUBJECT: Request to vacate a portion of Ninth Street  
APPLICANT: Jim and Mary Thompson  
LOCATION: 9th Street between D Street and E Street  
CITY STAFF: Dick Converse/Ian Foster

---

### I. Background

#### Current Conditions

The portion of 9th Street proposed to be vacated is between East D and E Streets. The area is unimproved except for a driveway serving a dwelling at 715 East D Street on the east side of the street. None of the other adjoining parcels gain their access from 9th Street, and the only vacant parcel is also owned by the applicants; it contains less than 3,500 square feet.

#### Subject Area

Both sides of 9th Street are zoned R-1-6 (Single-Family Residential 6,000 square foot minimum lot size). The only improved portion of 9th Street is between C Street and D Street.

#### Surrounding Site Characteristics

Residential uses occupy all adjoining parcels, except that Tax Lot 1000 is vacant. It is owned by the applicants and its northern boundary abuts E Street right-of-way.

#### Project Scope

The applicant requests the City of Jacksonville vacate a section of 9<sup>th</sup> Street abutting their western property line and currently serving as their driveway. The vacation would affect only the portion of the street between D Street and E Street. The owners of the lots on the west side of the street also signed required consent forms.

### II. Applicable Criteria

The Jacksonville Municipal Code does not provide criteria for a right-of-way vacation, deferring instead to the process outlined in Oregon Revised Statutes (ORS). Review of a right-of-way vacation within the City of Jacksonville requires compliance with ORS 271.080 through 271.170. The approving authority (City Council) shall approve this request if it finds that the proposal complies with the ORS standards.

A. ORS 271.080 and 271.090 establish the petition content and filing requirements. The applicant is required to file a petition that includes the consent of the owners of all abutting property and of not less than two-thirds of the real property affected nearby

“Nearby” includes 200 feet on either side of the street and 400 feet from the terminus of the street.

**FINDING:**

The applicants submitted a map that shows the affected parcels and the signatures of property owners consenting to the annexation. It appears that owners of approximately 71 percent of the affected area, including all of the abutting owners, signed the petition. The applicants also submitted proposed findings of fact demonstrating compliance with the statutory requirements, centering on consistency with the City Transportation System Plan. Staff concurs that the proposed vacation will not have a significant effect on existing or proposed transportation improvements in the area.

B. ORS 271.120 requires a public hearing to 1) consider the petition and any objections; 2) determine whether the consent of the owners of the area has been obtained; 3) determine whether notice has been duly given; and 4) determine whether the public interest will be prejudiced by the proposed vacation.

**FINDING:**

The City provided proper notice to the owners of nearby lands. No written objections were submitted prior to preparation of the Council packet. The applicants included an assessment of the effects of the petition on land uses and the transportation system. Planning staff concurs with the applicants’ evaluation. There do not appear to be any long term negative effects for development in the area. The neighborhood is established and appears to have little additional development potential.

C. ORS 271.140 mandates that the title to the vacant street shall attach to the lands bordering on such area in equal portions.

**FINDING:** Because the street was dedicated as part of Klippel’s Addition to the city, there are no underlying former ownerships that would affect the title. As a result, the portion of the street to be vacated would be dedicated equally to properties on either side of the right-of-way.

**III. Agency/Department Comments**

No agency comments were received prior to completion of the Council packet.

**IV. Staff Analysis**

Staff has reviewed the proposed vacation simply for its effect on development in the area; street vacations are not a land use action. Because all surrounding parcels have access on other city streets, the proposed vacation will not “landlock” any parcel, thereby rendering it undevelopable for a lack of access. The neighborhood is nearly fully developed and the street is not needed to provide access to currently undeveloped areas. As a result, Planning Staff supports the proposed vacation of 9<sup>th</sup> Street between D Street and E Street.

**V. POSSIBLE CITY COUNCIL ACTION**

ORS 271.120 permits a governing body to grant or deny the vacation petition. It can also grant the petition in part and deny in part, and make such reservations as appear to be for the public interest. If it approves the petition, it shall prepare an ordinance vacating the street.

# Jacksonville City Council Agenda Item Summary



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## Appointment to Planning Commission

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Date: June 15, 2016  
From: Paul Beck, Mayor

City Council Meeting: June 21, 2016  
Agenda Item: 5b.

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### Synopsis:

Sec. 2.36.220. - Council committees

(D) Commission liaisons will be a non-voting member of the Commission. *Commissions requiring Council consent for membership shall be ratified by resolution, unless otherwise noted, the following:*

- (1) *Planning Commission;*
- (2) Historical and Architectural Review Commission;
- (3) Cemetery Commission members (with the exception of the Council Liaison who is appointed by the Mayor) will be appointed by the organization representing that portion of the Cemetery.

### Fiscal Impact:

N/A

### Recommendations:

Council should decide the most qualified applicant and appoint to the one vacant position on the Planning Commission.

### Exhibits:

- Exhibit A – Alan Betcher Application
- Exhibit B – Raymond W. Kaselonis, Jr. Application

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JUN 07 2016

CITY OF JACKSONVILLE

Application for Appointment to Committee and Commission

Name Alan Betcher Date 6/06/2016

Committee/Commission applying for Planning Commission

Address 750 Laurel Lane Jacksonville Oregon 97530
Street City State Zip

Mailing address if different PO Box 1797 Jacksonville Oregon 97530
PO Box/Street City State Zip

Employment: Carestream Health Inc. Production Management
Nature of Business Occupation

Telephone none 541-601-3359 541-831-7237
Home Cell Work

Email address alanbetcher@charter.net (work) alan.betcher@carestream.com

Number of years as Jacksonville Resident 4 Years Registered voter Y or N (Yes)

Highest grade completed/Degree held BA Business Admin. / Accounting 1976 SOSC

Why do you wish to serve the city? I am excited about an opportunity to contribute a role in working actively to create positive solutions with the citizens of the community. I live in a great little town and want to give back to make it a better place to live.

What experience or education have you had relative to your application? Production Supervisor 1982-1987

Optimized Operations Project Coordinator 1987-89 (3M Company) Chemical Planner/Buyer (Eastman Kodak Co.)1997- 2007, and Capital Buyer for Facilities and Plant Equipment 2008-2010. Active in Management of a Home Owners Association 1999-2007 at Lake Shastina, CA.

Please list any previous or present involvement such as City Council, commission or board membership, citizen's committee etc. Student Senate 1975-76 at Southern Oregon State College

1999-2005 President of the Spearpoint Home Owners Association at Lake Shastina, CA

Additional information you feel is pertinent to this application Successfully built a home in Jacksonville.

I have experience in working with the Planning Department, and have applied for a "zoning variance" with the Planning Commission, and have created a "solar easement waiver" in 2013.

The Comprehensive Plan is the guiding document for many decisions. Your appointment may require you to read and become familiar with the Comp Plan and other city codes upon appointment. Your signature on this application indicates you are willing to do so.

Signature: Alan Betcher [Handwritten Signature]

# Application for Appointment to Committee and Commission

Name Raymond W. Kaselonis, Jr. Date June 3, 2016

Committee/Commission applying for Planning Commission

Address 675 Applegate St. Jacksonville OR 97530  
Street City State Zip

Mailing address if different \_\_\_\_\_  
PO Box/Street City State Zip

Employment: Ministry Pastor  
Nature of Business Occupation

Telephone (541) 941-7919 same same  
Home Cell Work

Email address rwkase@gmail.com

Number of years as Jacksonville Resident 2.5 Registered voter Y or N

Highest grade completed/Degree held Doctor of Jurisprudence (J.D.)

Why do you wish to serve the city? I love the city of Jacksonville and have a strong desire to help preserve its amazing history and family charm.

What experience or education have you had relative to your application? I formerly served as a senior attorney to the U.S. House of Representatives where I was responsible for reading and classifying every law Congress passed.

Please list any previous or present involvement such as City Council, commission or board membership, citizen's committee etc. This will be my first city position and I look forward to serving the city of Jacksonville.

Additional information you feel is pertinent to this application I hope my experience as an attorney and my love for Jacksonville will benefit the city however possible. It would be a privilege to serve in this way.

The Comprehensive Plan is the guiding document for many decisions. Your appointment may require you to read and become familiar with the Comp Plan and other city codes upon appointment. Your signature on this application indicates you are willing to do so.

Signature: Raymond W. Kaselonis, Jr.

# Jacksonville City Council Agenda Item Summary



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## Concert On The Lawn At New City Hall – July 4, 2016

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Date: June 15, 2016  
From: Paul Becker, Mayor

City Council Meeting: June 21, 2016  
Agenda Item: 5c.

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### **Synopsis:**

In lieu of the 4<sup>th</sup> of July Picnic a concert on the lawn of our new City Hall has been scheduled. The level of sound will be approximately the same as the sound during the Farmer's Market.

### **Fiscal Impact:**

N/A

### **Recommendations:**

Approve event packet for concert at City Hall.

### **Exhibits:**

Exhibit A – Memo – Kimberlyn Collins  
Exhibit B – Large Event Packet

# MEMO

## CITY OF JACKSONVILLE

**Date**            June 15, 2016  
**To:**              City Council  
**From:**          Kimberlyn Collins, City Recorder  
**Subject:**       Concert at New City Hall

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Please find the attached packet for approval of Concert on the Lawn at New City Hall.

\_\_\_\_\_ Approval for amplification of music.

\_\_\_\_\_ Approval of banner to be hung at City Hall between June 22<sup>nd</sup> - July 4<sup>th</sup>.

City Council  
June 21, 2016  
Agenda Item 5c.  
Exhibit "A"

Name/Title of Event Concert at City Hall

## **Medium and Large Event Permit Application on Public Property**

*An event is any activity upon public property that will affect the ordinary or permitted use of that property, public streets, rights of way or sidewalks; or will incur extraordinary costs for personnel, materials, and services by the City. A permit is needed if it generates impacts greater than the normal and customary use of City property, parks, streets, rights of way or sidewalks.*

*If an event occurs on private property and anticipates greater than 300 participants the property owner/sponsor must notify the City in writing 14 days in advance. This will be to work with the City to be sure that public safety issues such as traffic, parking and noise are mitigated and that public safety personnel can be notified in case of an emergency. This can be done by letter or email to the Recorder at [recorder@jacksonvilleor.us](mailto:recorder@jacksonvilleor.us) or PO Box 7, Jacksonville OR 97530. Please include date, start and end time, anticipated number of participants and contact information for the event coordinator. No permit is required as long as the entire event occurs on private property.*

### **PERMIT PROCESS**

This Event Permit Application serves a dual purpose. First, it is intended to provide the City of Jacksonville with information needed to evaluate your application as it relates to public health and safety. It is also to help you plan and organize your event. If questions do not apply to your event simply indicate so by writing "not applicable".

The permit application process begins when you submit a completed application along with the base fee to the City of Jacksonville. Acceptance of your application does not constitute final approval of your request. The application will be reviewed in accordance with all applicable chapters of the Jacksonville Municipal Code. The applicant is responsible for compliance with all applicable federal, state and local laws and regulations.

**There are two levels of fees for this packet; \$100 for a packet which requires no City Council approval and \$200 for a packet which requires any City Council approval.**

**Applications shall be submitted no later than 30 days prior to the scheduled event.** In many cases an event request might be reviewed by the Planning Department, Public Safety Departments and the City Council. It is the applicant's responsibility to provide the requested documentation in a timely manner.

**No application will be accepted without the base \$100 fee. The applicant will be notified if Council approval is needed. The additional \$100 fee will due at time of notification. Items needing Council approval have been indicated on this permit application in order to help you plan.**

An increased volume of vehicular or pedestrian traffic, parking issues, trash, noise or refuse is an example of an increased impact as identified in the first paragraph. Events may include, but are not limited to, fairs, art and hobby shows, farmer's markets, educational or cultural events, festivals, and block parties. Demonstrations and other lawful assemblies, including but not limited to private social gatherings that will make no use of City streets, parks or rights-of-way other than for lawful parking do not need an Event Permit.

Throughout the review process you will be notified if your event requires any additional information, permits, licenses or certificates in order to complete the review process. (Contact: City Recorder, at PO Box 7 or 110 E Main St, Jacksonville OR 97530. Email [recorder@jacksonvilleor.us](mailto:recorder@jacksonvilleor.us), Phone 541.899.1231 and Fax 541.899.7882)

### **INTERNET/SPECIAL EVENTS CALENDAR**

The City provides a calendar of upcoming special events on the internet at [www.jacksonvilleor.us](http://www.jacksonvilleor.us). You may wish to consult this calendar to minimize conflicts with other scheduled events at [www.jacksonvilleor.us](http://www.jacksonvilleor.us).

Name/Title of Event Concert @ City Hall

### APPLICANT AND HOST ORGANIZATION INFORMATION

A written communication from the Chief Officer of the Sponsor Organization authorizing the applicant and/or professional event organizer to apply for this Event Permit on their behalf must be submitted with your permit application and their signature is required on this form if the Chief Officer is not signing this permit application.

NOTE: until a permit is issued by the City, the Event has not been officially approved and is subject to all applicable fees, fines and violations as listed within the Municipal Code of the City of Jacksonville.

### AFFIDAVIT OF APPLICANT

On behalf of the sponsor(s) I certify that the information contained in the permit application is true and correct to the best of my knowledge and belief that I have read, understand and agree to abide by the rules and regulations governing the proposed Event under the Jacksonville Municipal Code and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Administrator or the Administrator's designee. Applicant agrees to comply will all other requirements of the city, county, state, federal government and any other applicable entity which may pertain to the use of the Event venue and the conduct of the Event. I/we agree to abide by these rules, and further certify that I, on behalf of the Sponsor Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event and associated vendors or business participants to the City of Jacksonville.

On behalf of Sponsor Organization: \_\_\_\_\_

Print Name of Sponsor Representative: Paul Becker

Sponsor Address: 110 E Main St Jville

Sponsor contact phone: 541.899.1231 Email: mayor@jacksonville.or.us

Sponsor Representative Signature\*\*: Paul Becker Date: 6/8/16

\*\*my signature as sponsor representative indicates that I am lawfully able to enter into a contract on behalf of this sponsor

On behalf of Co-Sponsor Organization: \_\_\_\_\_

Print Name of Co-Sponsor Representative: \_\_\_\_\_

Co-Sponsor Address: \_\_\_\_\_

Co-Sponsor contact phone: \_\_\_\_\_ Email: \_\_\_\_\_

Co-Sponsor Representative Signature\*\*: \_\_\_\_\_ Date: \_\_\_\_\_

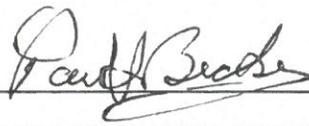
Print Name of Event Organizer if different than sponsor(s): \_\_\_\_\_

Title: \_\_\_\_\_

Event Organizer Address: \_\_\_\_\_

Event Organizer contact phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name/Title of Event Concert @ City Hall

Event Organizer Signature:  Date: 6/8/16

**INSURANCE REQUIREMENTS AND SPONSORSHIP INFORMATION**

**No Event Permit will be issued without the required evidence of insurance submitted and approved in a timely manner.**

**Insurance Requirements.**

- The **Sponsor(s)** must provide the City with a Certificate of Insurance, with copies of any endorsements, evidencing commercial general liability insurance, in the minimum amount of one million dollars (\$1,000,000) per occurrence
- Name the "City of Jacksonville and it's officers, volunteers, City Council, employees and agents" as additional named insured.
- There must be an "x" or "y" for yes in the additional insured column  
If alcohol is served, Liquor Legal Liability Rider in the same amount is also required. The City reserves the right to increase insurance requirements depending on its assessment of level of risk. It must be indicated with the "x" or "y" also.

Name of Insurance Agency of Sponsor: Hart CIS

*\*\* NOTE: The insurance must be issued in the name of the sponsor. Whoever is named on the insurance policy will be required to be listed as the sponsor and sign all documents.*

Address of Insurance Company: on file

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

Name of Insurance Agency of Co-Sponsor: \_\_\_\_\_

*\*\* NOTE: The insurance must be issued in the name of the sponsor. Whoever is named on the insurance policy will be required to be listed as the sponsor and sign all documents.*

Address of Insurance Company: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax \_\_\_\_\_ Cell \_\_\_\_\_

**Special Insurance Requirements for Vendors.** The **Sponsor(s)** are responsible for obtaining from each vendor serving food and/or alcohol and/or offering activities (bounce houses, or similar) a Certificate of Insurance, with copies of any endorsements, from each such vendor, for the sponsors benefit. The City of Jacksonville does not require them from vendors.

**All vendors must have a valid business license with the City of Jacksonville.**

Sponsor signature  Co-sponsor signature \_\_\_\_\_

**Hold Harmless.** Only to the extent of the amount of the required insurance, the Sponsor(s) agrees to defend, pay, save and hold harmless the City, its officers, volunteers, City Council, employees, and agents from any and all claims as lawsuits for personal injury or property damage arising from the Event, except any claims arising solely out of the negligent acts of the City, its officers, volunteers, City Council, employees, and agents.

Name/Title of Event Concert @ City Hall

Sponsor signature  Co-sponsor signature \_\_\_\_\_

**General.** Until the requested Event Permit is issued, the Event is deemed not approved and Sponsor(s) is subject to applicable fines, fees and charges for unpermitted activities under the Jacksonville Municipal Code.

- Sponsor(s) will be charged for any cleanup of property not left in same or better condition after the Event.
- By execution by its Coordinator, Sponsor(s);
  - warrants the above to be true and correct;
  - this application is subject to rules and regulations of the City, its Administrator or designee thereof;
  - will comply with all other city, county, state and federal laws applicable to the Event conduct and its venue;
  - understands that the issuance of the Event Permit is contingent on Sponsor supplying all documentation and the payment of applicable fees required by the City; and certifies that the Coordinator has been duly authorized to execute this Application and bind the Sponsor(s) accordingly.

Sponsor signature  Co-sponsor signature \_\_\_\_\_

Dated: 6/8/16

Dated: \_\_\_\_\_

Name/Title of Event Concert @ City Hall

### SUMMARY OF EVENT DESCRIPTION

Description of your event, including a timeline:

Free concert for the public  
on the new City Hall lawn

Will there be an admission charge?  Yes  No

What, if anything, does the admission charge entitle the participant to? ie: wine tasting glass, participation in wine walk, admission to musical activity.

N/A

Location (be specific, park name and location, street name, etc.) If this is a parade, procession, march etc you will need to attach a map with the route identified clearly with start and finish locations. **Remember street closures require additional documentation and City Council approval.** Fifth St north of California and California west of Fifth St is a state highway and subject to additional regulations defined by ODOT.

New City Hall - 206 N. Fifth St.

#### Event Category (Check all that apply)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Art/Antique Show           | <input type="checkbox"/> Cultural              | <input type="checkbox"/> Festival/Celebration      |
| <input type="checkbox"/> Athletic/Recreation        | <input type="checkbox"/> Dance                 | <input type="checkbox"/> Live Animals              |
| <input type="checkbox"/> Block Party                | <input type="checkbox"/> Educational           | <input type="checkbox"/> Museum Special Attraction |
| <input type="checkbox"/> Carnival                   | <input type="checkbox"/> Exhibits/Misc.        | <input type="checkbox"/> Parade/Procession/March   |
| <input type="checkbox"/> Circus                     | <input type="checkbox"/> Fair                  | <input type="checkbox"/> Sidewalk event            |
| <input checked="" type="checkbox"/> Concert/Perform | <input type="checkbox"/> Farmer/Outdoor Market | <input type="checkbox"/> Other (be specific)       |

Participants Estimated Total 150 Per Day \_\_\_\_\_

#### DATE/TIME

Event Starts Date 7/4/16 Time 1:30M Day of Week Monday  
Setup 11am

Name/Title of Event Concert @ City Hall

Event Ends Date 7/4/16 Time 3:00PM Day of Week Monday  
tear down 5PM

Yes  No  Is this an annual event?

Yes  No  Do you anticipate this to be an annual event?

How many years have you been holding this event? One concert Summer 2015

Previous Location(s) Same location

Contact Name and Number for previous location:

N/A

### ORGANIZATION STATUS, BUSINESS LICENSES/PROCEEDS/REPORTING

Yes  No  Is the Sponsor Organization a commercial entity?

Yes  No  Does this event qualify for the umbrella business license in the City of Jacksonville?

Yes  No  Does the Sponsor Organization have a business license in the City of Jacksonville?

Yes  No  Is the Sponsor Organization a bona fide tax exempt, nonprofit entity? If yes, you must attach a copy of your IRS 501(3)C tax exemption letter providing proof and certifying your current tax exempt, nonprofit status to your application and obtain a business license at no cost

Yes  No  Will there be vendors at the event?

N/A

Yes  No  Do the vendors have a business license in the City of Jacksonville?

You will be required to provide a final list with the name of each vendor and contact information for the vendor no later than seven business days prior to the start of the event. This information shall be provided to the City Recorder.

### THE SPONSOR OF THE EVENT IS ULTIMATELY RESPONSIBLE FOR EACH VENDOR OR BUSINESS PARTICIPANT BEING IN COMPLIANCE WITH THIS EVENT PACKET.

 initial your acknowledgement of the statement above.

Vendors who will be serving food or vendors providing activity items such as bounce houses, climbing walls and similar activities are recommended to provide the Sponsor(s) with a Certificate of Insurance. The liability coverage must be \$1,000,000 per occurrence and naming the Sponsor(s) and its employees and volunteers as the additional named insured. A copy of any and all endorsements should accompany the Certificate of Liability Insurance.

The event sponsors signature on this packet indicates a legal and binding contract has been entered into on behalf of ALL PARTIES in the event. The City of Jacksonville reserves the right to require more insurance for events deemed by the City to have additional risk to the City.

You are required to provide the vendor list and required business licenses at least 7 days prior to the event. You can update the list up to 4 business days prior to the start of your event as long as all documentation is provided at time of update.

Name/Title of Event Concert @ City Hall

## SAFETY, STREETS AND SITE PLAN PART 2

### SAFETY AND SECURITY PLAN

The safety and security of event participants, spectators and others is your paramount concern. Please provide a safety and security plan which shall address the items described below. The plan should include specifics as to numbers and location of security personnel and traffic control.

### STREET CLOSURE INFORMATION

Will your event require closing a public street or public parking lot? Yes  No

If yes, is this a parking lot? Yes  No

Is this a public street? Yes  No

Is this a state Highway? Yes  No  (Fifth St and California St are part of Hwy 238)

### SITE PLAN/ROUTE MAP

Your **attached** event site plan/route map should include the information requested below. If an item does not apply to your event, please indicate so. All site plans/route maps must be approved by the Fire Department, Police Department and the Public Works Department.

Yes  No  An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures along with the starting and ending points.

Yes  No  Will flaggers be needed? If yes, professional flaggers must be hired by the Host Organizer at their expense. Documentation of this hire along with appropriate liability insurance and business license fees must be provided with this application.

Yes  No  Will fencing, barriers and/or barricades be required? Indicate any removable fencing for emergency access. Barriers and barricades will not be provided by the City.  
**Adequate numbers of garbage cans, recycle containers, parking, restroom/porti-toilet facilities, and waste stations. Indicate a legend for the above items, how many and where they are to be placed. Also indicate adequate parking provisions and provisions for the clean-up and removal of the above items.**

Yes  No  Other related event components not listed above. Please attach documentation.

Name/Title of Event Concert @ City Hall

## ENTERTAINMENT AND CLEAN UP PART 3

### ENTERTAINMENT AND RELATED ACTIVITIES

As an event organizer, you must be certain that all event-related activities comply with the local laws applicable to noise abatement. Please be aware that loud and unreasonable noise (including music) is a violation of law. Banners, pennants, flags, signs, streamers, inflatable displays and similar devices are also regulated by local ordinance. Alcohol is not allowed on any City property. Amplified music is not allowed in City Parks without prior written approval from the City Council.

The City reserves the right to impose reasonable conditions and restrictions upon events using sound amplification equipment, horns, sirens, or similar noise making equipment or devices, including without limitation, conditions and restrictions relating to noise levels, time of day, duration, and location relative to residential zones, hospitals, schools, churches, or assisted living facilities.

Yes  No  Are there any musical entertainment features related to your event?  
If yes, provide an attachment listing all bands/performers, type of music, sound check and performance schedule.

Yes  No  Will sound amplification be used?

If yes, Start time 1:00pm Finish time 3:00pm

Yes  No  Has City Council approval been given? If so, what meeting? June 21, 2014

What is the approximate distance between the amplified sound source and nearby residences?

150 ft Approx.

Yes  No  Do you plan to have a dance component to either live or recorded music at your event?  
If yes, please describe

Please describe the sound equipment that will be used for your event

PA System

Yes  No  Will inflatables, hot air balloons, bounce houses, climbing walls or similar devices be used at your event? If yes, please describe

Certificates of insurance and business licenses will be required for bounce houses, climbing walls, hot air balloons and similar activities.

Yes  No  Will your event be held during the evening hours?

Yes  No  Is lighting necessary? Yes  No  Is lighting provided?

Yes  No  Will you require a tent or temporary structure? If yes, please describe size, location, duration from setup to tear down it will be up, number of tents/structures. A site plan is required to show the location on

Name/Title of Event Concert @ City Hall

the property. This is subject to planning, building department and fire dept approval.

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Yes  No  Will you require electricity or water? If yes, describe your needs and sources for electrical power and water.

Water for general clean up | Electricity for music

Yes  No  Does your event include the use of fireworks, rockets, lasers, or other pyrotechnics?

If yes, please describe \_\_\_\_\_

Please be aware that the use of these items must be under the supervision of a licensed pyrotechnic and require a permit or approval from the Oregon State Fire Marshall. For more information, contact Fire Prevention at 541-899-7246.

Yes  No  Will your event include the use of any signs, banners, decorations, or lighting?

If yes, please describe Banner over City Hall steps

**Please be aware that the use of any of these items may require additional permits and City Council approval.**

Yes  No  Do your event plans include any casino games, bingo games, drawings or lottery opportunities? If yes, please describe

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**SANITATION, TRASH REMOVAL AND HYGIENE PLAN**

Please describe your plan for providing that adequate bathroom facilities, hand washing stations, and trash collection and removal will be provided during your event.

additional trash cans will be placed by city.  
Bathrooms open to the public

Name/Title of Event Concert @ City Hall

## MARKETING AND PUBLIC RELATIONS PART 4

### MARKETING AND PUBLIC RELATIONS

Please ensure that you have conditional approval of your event before you begin to promote market or advertise the event. If you plan to include radio, television or other product promotions within your event venue, it is important that you limit the placement and/or distribution of signs, stickers and other promotional items. Items of particular concern are those that may damage public and private property, violate city sign code ordinances, or which may be difficult to clean or remove from the venue. Approval will be required from the Planning Department for placement of such items. Please contact them at 541-899-6873. Remember that due to Jacksonville's historic significance items may require a public hearing.

Yes  No  Is this event marketed, promoted, or advertised in any manner?

If yes, please describe Posters around town and J'ville review

Yes  No  Will there be live media coverage during the event?

If yes, please describe \_\_\_\_\_

Yes  No  Will media vehicles be parked within the event venue? If yes, please describe safety plan \_\_\_\_\_

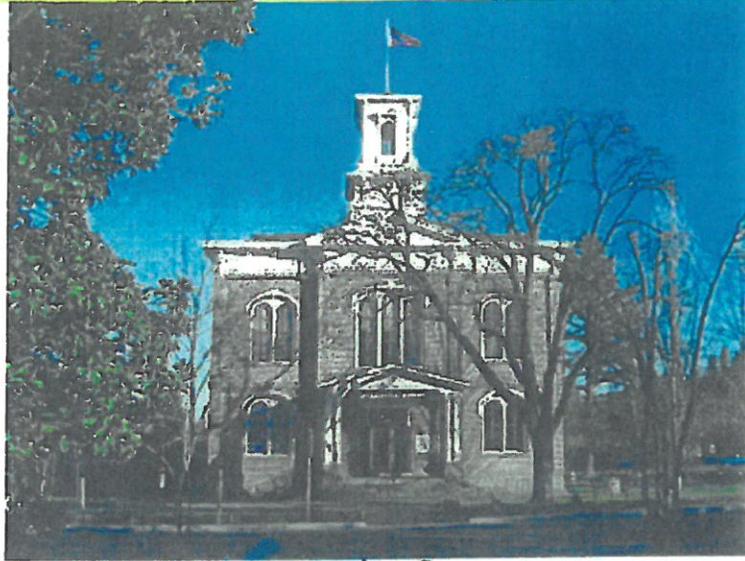
Yes  No  Do you have a plan to control or limit the placement and/or distribution of promotional signage, stickers, and other items?

If yes, please describe. Limit to 4 Posters

**FREE**

1:00 PM to 3:00 PM at New City Hall  
Monday – July 4

**Announcing a Very Special Event**



# **A CONCERT ON THE NEW CITY HALL LAWN**

**FEATURING**

**Kacie Garner  
and  
Her Incredible Band**



Name/Title of Event Concert @ City Hall

### ALCOHOL AND FOOD PART 5

#### ALCOHOL

If you plan to sell or furnish alcoholic beverages at your event you will be required to obtain a permit from the State and City. **Alcohol is not permitted in City Parks.**

Yes  No  Does your event involve the use of alcoholic beverages? **Certificates of Insurance and business licenses will be required from all alcohol vendors.** Please describe your safety and security plan to ensure the safe sale or distribution of alcohol at your event.

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#### FOOD CONCESSIONS OR PREPARATION

Food facilities and handling must meet state, county, and city laws and regulations. Food handler permits are provided by the county. For information regarding food handler permits, contact the Health Department at 541-774-8200

Yes  No  Does your event include food concession and/or preparation areas? If yes, please describe how food will be served and/or prepared.

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Yes  No  Do you intend to cook food in the event area? If yes, please specify method:

Gas  Electric  Charcoal  Other(specify) \_\_\_\_\_

**Certificates of insurance and business licenses will be required from all food vendors.**

**A Fire Marshal inspection must be completed prior to the beginning of the event. It may be scheduled by calling 541.899.7246. There may be an additional charge for this service.**

Name/Title of Event Concert @ City Hall

## MITIGATION AND IMPACT WITH NEIGHBORS PART 6

### MITIGATION OF IMPACT

As an event organizer, you are required to develop mitigating measures to accommodate the negative impact your event may have on park landscapes, pedestrian and vehicular traffic, other users, adjoining property owners and neighbors that may be affected by your activities. Your plan should identify all mitigating measures which you intend to utilize to avoid or minimize the impacts your event will generate and which will provide a safe and secure environment.

The City requires that adjoining property owner, residents and businesses be notified at least two weeks prior to your event. Off pavement driving is prohibited without prior written permission. Organizers will be liable for all damages caused by the event.

Yes  No  Have you met with the residents, businesses, places of worship, schools and other entities that may be directly impacted by your event? If yes, please attach a complete list of these entities. This list shall be provided prior to the issuance of your permit.

If no, please explain \_\_\_\_\_

Yes  No  Do you have a sample of any notice that you propose to distribute at least two weeks prior to your event? If yes, please attach. If no, please explain.

Attached \_\_\_\_\_

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### OFFICE USE ONLY

Recorder:

Permit Application date approved: \_\_\_\_\_

Fee paid \$ 0 Date: \_\_\_\_\_

Signature of Recorder K Collins \_\_\_\_\_



**CITY OF JACKSONVILLE**  
**110 E. Main Street, P.O. Box 7**  
**Jacksonville, OR 97530**  
*www.jacksonvilleor.us*

June 8, 2016

Dear neighbor,

We will be holding a "Monday Afternoon Lawn Concert" at the Courthouse grounds on Monday, July 4, 2016. We will begin the music at 1 pm. The concert will be over at 3 pm with clean-up happening immediately thereafter.

We will have amplified music with the same sound levels as the Farmer's Market. We are very cognizant that we are in a neighborhood and will do our best to be good neighbors. We hope this does not prove to be a great inconvenience to you.

We just wanted to let you know that the neighborhood might be a bit noisier than usual that day. We invite you to come and join us for an afternoon of entertainment and fun.

Sincerely,

Paul Becker, Mayor  
City of Jacksonville OR  
mayor@jacksonvilleor.us

# Jacksonville City Council Agenda Item Summary



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## Jacksonville Municipal Judge Personal Services Contract

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Date: June 15, 2016  
From: Jeff Alvis, Administrator

City Council Meeting: June 21, 2016  
Agenda Item: 5d.

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### **Synopsis:**

This Personal Services Contract is coming before you because the compensation amount increased from \$500 to \$600 per court date as per adopted budget for FY 2016-2017.

### **Fiscal Impact:**

\$7,200 annually as budgeted in the General Fund.

### **Recommendations:**

Approve the Personal Services Contract for the Municipal Judge.

### **Exhibits:**

Exhibit A – Personal Services Contract

PERSONAL SERVICES CONTRACT  
JACKSONVILLE MUNICIPAL JUDGE

This contract is for the personal services of Mark Burkhalter, Attorney at Law, to serve as the Municipal Judge for the City of Jacksonville, Oregon, a Municipal Corporation.

1. Mark Burkhalter shall serve as the Municipal Judge for the City of Jacksonville for the year beginning July 1, 2016 and ending June 30, 2017. This contract shall be automatically renewed each successive year unless either party as provided herein terminates it.
2. Mark Burkhalter, by his signature hereon, swears to uphold the Constitution of the United States of America and the Constitution of the State of Oregon, the laws of the United States of America, the State of Oregon, the County of Jackson, and the City of Jacksonville. He shall serve as the independent Municipal Judge for the City of Jacksonville, and shall not be subject to the direction or requirements of any individual or officer of the City of Jacksonville in the functions of Municipal Judge. He shall, at the request of the City Council of the City of Jacksonville, appear before the Council to answer any questions the Council may have with regard to the rendering of his duties.
3. INDEPENDENT CONTRACTOR. Mark Burkhalter shall perform the aforementioned services as an independent contractor, and shall not be an employee of the City. As such, Mark Burkhalter is responsible for providing the City with a Certificate of Liability Insurance on an annual basis. He shall be entitled to no compensation or other benefits except for that expressly set forth in paragraph 4 of this contract.
4. The sole compensation of Mark Burkhalter shall be the provision of \$600.00 per court date.
5. This contract is at will, and may be terminated by either party upon 30 days written notice by either party.

IN WITNESS WHEREOF, the City Council of the City of Jacksonville caused this contract to be signed and executed on its behalf by the City Administrator on the date set forth.

\_\_\_\_\_  
Mark Burkhalter, Municipal Judge

\_\_\_\_\_  
Jeff Alvis, City Administrator

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

City Council  
June 21, 2016  
Agenda Item 5d.  
Exhibit "A"

# Jacksonville City Council Agenda Item Summary



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## Set Bill Final Pay Meeting For End Of June

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Date: June 15, 2016  
From: Stacey McNichols, Treasurer

City Council Meeting: June 21, 2016  
Agenda Item: 5e.

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### **Synopsis:**

Council needs to set the final bill pay meeting for the end of the year bill pay. Possible dates below.

June 27, 2016, Monday @ Time TBD  
June 28, 2016, Tuesday @ Time TBD  
June 29, 2016, Wednesday @ Time TBD

### **Fiscal Impact:**

N/A

### **Recommendations:**

Set date for end of the year bill pay.

### **Exhibits:**

N/A

# Jacksonville City Council Agenda Item Summary



---

## **Resolution No. R2016-013 A Resolution Requesting a Special City Allotment Grant From The State Highway Fund That Has Been Appropriated For Allocation To Several Cities Of The State Of Oregon**

---

Date: June 15, 2016  
From: Jeff Alvis, City Administrator

City Council Meeting: June 21, 2016  
Agenda Item: 5f.

---

### **Synopsis:**

This resolution comes before you so that we can apply for an SCA grant.

### **Fiscal Impact:**

This grant will only impact if awarded.

### **Recommendations:**

Approve Resolution No. R2016-013

### **Exhibits:**

Exhibit A - Resolution No. R2016-013 A Resolution Requesting a Special City Allotment Grant From The State Highway Fund That Has Been Appropriated For Allocation To Several Cities Of The State Of Oregon

## RESOLUTION NO. R2016-013

**A RESOLUTION REQUESTING A SPECIAL CITY ALLOTMENT GRANT FROM THE STATE HIGHWAY FUND THAT HAS BEEN APPROPRIATED FOR ALLOCATION TO SEVERAL CITIES OF THE STATE OF OREGON.**

**WHEREAS**, under the provisions of ORS 366.800 and 366.805, there has been withdrawn from state highway funds appropriated for allocation to the several cities of the State of Oregon the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars, and in addition there has been withdrawn from monies available to the Department of Transportation from the State Highway Fund the sum of Five Hundred Thousand and No/100 (\$500,000) Dollars.

**WHEREAS**, as provided in ORS 366.805, said sums have been set up in a separate account to be administered by the Oregon Transportation Commission and to be allotted each year by said commission to be spent, within cities of 5,000 or fewer person, upon streets not a part of the state highway system that are inadequate for the capacity they serve, or are in a condition detrimental to safety.

**WHEREAS**, the City of Jacksonville is an incorporated city of the State of Oregon and has a population of less than 5,000 as given by the latest official federal census;

**WHEREAS**, Shafer Lane, meets the conditions required in ORS 366.805.

**NOW, THEREFORE, BE IT RESOLVED** by the members of the City Council, in regular session assembled, do hereby find, declare, and resolve:

1. That the aforementioned named streets of said City are inadequate for the capacity they serve or are in a condition detrimental to safety.
2. That said streets of said City are in need of repair, reconstruction, or other major improvement.
3. That said streets are not a part of the state highway system, and are under the jurisdiction and control of the City.
4. That the Oregon Transportation Commission hereby is respectfully requested to consider and declare said streets as qualified for reconstruction, repair, or other improvements out of funds allocated and made available by and through the said \$1,000,000 appropriation of revenues which is to be administered and spent by the Transportation Commission.
5. That the City of Jacksonville does hereby offer to Transportation Commission and does hereby pledge complete cooperation and assistance to the end, that said City may share and participate in the use

City Council  
June 21, 2016  
Agenda Item 5f.  
Exhibit "A"

and benefit of said special fund and appropriation; and therefore does designate Jeffrey Alvis as the official representative of the City in all negotiations resulting from this request.

Passed and approved this 21<sup>st</sup> day of June 2016.

There is attached Exhibit A hereto and made a part hereof, a city map on which is indicated the street, streets, road, or roads, described in this resolution.

Signed by me in open session in authentication of its passage this 21<sup>st</sup> day of June 2016.

\_\_\_\_\_  
Paul Becker, Mayor

\*\*\*\*\*

I hereby certify that the foregoing resolution was passed and approved by the City Council of the City of Jacksonville at a regular or special meeting of said Council, held the 21<sup>st</sup> day June, 2016.

Dated this 21<sup>st</sup> day of June 2016.

\_\_\_\_\_  
Kimberlyn Collins. City Recorder



# Jacksonville City Council Agenda Item Summary



---

## Resolution No. R2016-009 A Resolution Amending Resolution No. 1057, A Resolution Clarifying Jurisdictional Scope Of City Committees And Commissions Relating To Publicly Owned Real Property

---

Date: June 15, 2016  
From: Jeff Alvis, City Administrator

City Council Meeting: June 21, 2016  
Agenda Item: 5g.

---

### **Synopsis:**

This resolution clarifies that the Vineyard View Parks located in the Vineyard View development are not subject to review, recommendations and management direction by the Parks, Recreation and Visitors Services Committee under Resolution No. 1057.

Upon research by the Planning Department, it was determined that the recorded conditions for the development, while dedicating areas as parks to the City, required that the parks be maintained exclusively the homeowners' association and not by the city. Therefore, the Parks were inadvertently included in Resolution No. 1057 and that resolution should be amended accordingly.

### **Fiscal Impact:**

N/A

### **Recommendations:**

Approve Resolution No. R2016-009

### **Exhibits:**

Exhibit A – Resolution No. R2016-009 - A Resolution Amending Resolution No. 1057, A Resolution Clarifying Jurisdictional Scope Of City Committees And Commissions Relating To Publicly Owned Real Property

## RESOLUTION NO. R2016-009

### A RESOLUTION AMENDING RESOLUTION NO. 1057, A RESOLUTION CLARIFYING JURISDICTIONAL SCOPE OF CITY COMMITTEES AND COMMISSIONS RELATING TO PUBLICLY OWNED REAL PROPERTY

**WHEREAS**, Resolution No. 1057 provided, in part, that the Parks, Recreation & Visitors Services Committee shall review issues, recommend actions and provide for management direction for the Vintage View Parks (Tax Lots 200 & 211 AMP 37-2W-28CC) (the “Vintage View Parks”); and

**WHEREAS**, pursuant to the Covenants, Conditions and Restrictions for Vineyard View, A Class I Planned Community, dated April 23, 2007, the Vintage View Parks are to be maintained exclusively by the Vintage View Homeowners’ Association, Inc. and not maintained by the City of Jacksonville; and

**WHEREAS**, that the Vintage View Parks were inadvertently included in Resolution 1057 for maintenance by the City of Jacksonville.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Jacksonville, Oregon, declares that:

1. Resolution No. 1057 hereby is amended to delete therefrom any reference to the Vintage View Parks.
2. Resolution 1057 otherwise shall not be amended by this Resolution.

Signed by me in open session in authentication of its passage this 21<sup>st</sup> day of June, 2016.

---

Paul Becker, Mayor

ATTEST:

---

Kimberlyn Collins, City Recorder

City Council  
June 21, 2016  
Agenda Item 5g.  
Exhibit “A”

# Jacksonville City Council Agenda Item Summary



---

## Resolution R2016-010 A Resolution Adopting The Budget For The City Of Jacksonville For The Fiscal Year Commencing July 1, 2016, Making Appropriations, Imposing The Tax and Categorizing The Tax

---

Date: June 15, 2016  
From: Stacey McNichols, Treasurer

City Council Meeting: June 21, 2016  
Agenda Item: 5h.

---

### **Synopsis:**

This resolution comes before you as the adoption of the FY 2016-17 budget was adopted on June 7, 2016.

### **Fiscal Impact:**

Per budget adopted June 7, 2016.

### **Recommendations:**

Approve Resolution No. R2016-010

### **Exhibits:**

Exhibit A – Resolution No. R2016-010 A Resolution Adopting The Budget For The City Of Jacksonville For The Fiscal Year Commencing July 1, 2016, Making Appropriations, Imposing The Tax and Categorizing The Tax

**RESOLUTION NO. R2016-010**

**A RESOLUTION ADOPTING THE BUDGET FOR THE CITY OF JACKSONVILLE FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, MAKING APPROPRIATIONS, IMPOSING THE TAX AND CATEGORIZING THE TAX.**

ADOPTING THE  
BUDGET

BE IT RESOLVED that the City Council of the City of Jacksonville hereby adopts the budget for fiscal year 2016-2017 in the total amount of \$9,683,399 now on file at the Jacksonville City Offices.

MAKING  
APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown in the attached Exhibit "A", are hereby appropriated and by this reference incorporated herein.

IMPOSING THE  
TAX

BE IT RESOLVED that the City Council of the City of Jacksonville hereby imposes the taxes provided for in the adopted budget at the rate of \$1.8417 per \$1,000 of assessed value for operations; and in the amount of \$230,100 for bonds; and that these taxes are hereby imposed and categorized for tax year 2016-2017 upon the assessed value of all taxable property within the district.

CATEGORIZING THE  
TAX

	General Government Limitation	Excluded from Limitation
General Fund.....	\$1.8417/\$1000	
Debt Service Fund.....		\$ 230,100

Passed by the Council and signed by me in open session in authentication of its passage this 21<sup>st</sup> day of June, 2016.

\_\_\_\_\_  
Paul Becker, Mayor

ATTEST:

\_\_\_\_\_  
Kimberlyn Collins, City Recorder

City Council  
June 21, 2016  
Agenda Item 5h.  
Exhibit "A"

# Jacksonville City Council Agenda Item Summary



---

## Resolution No. R2016-011 A Resolution Certifying That The City Of Jacksonville Provides Four or More Municipal Services To Be Eligible to Receive State Shared Revenue

---

Date: June 15, 2016  
From: Stacey McNichols, Treasurer

City Council Meeting: June 21, 2016  
Agenda Item: 5i.

---

### **Synopsis:**

This resolution comes before you to certifying we prove four or more municipal services for State Revenue Sharing.

### **Fiscal Impact:**

Per budget adopted June 7, 2016.

### **Recommendations:**

Approve Resolution No. R2016-011

### **Exhibits:**

Exhibit A – Resolution No. R2016-011 A Resolution Certifying That The City Of Jacksonville Provides Four or More Municipal Services To Be Eligible to Receive State Shared Revenue

## RESOLUTION NO. R2016-011

**A RESOLUTION CERTIFYING THAT THE CITY OF JACKSONVILLE PROVIDES FOUR OR MORE MUNICIPAL SERVICES TO BE ELIGIBLE TO RECEIVE STATE SHARED REVENUE.**

**WHEREAS**, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent Federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police Protection
- (2) Fire Protection
- (3) Street Construction, Maintenance, and Lighting
- (4) Sanitary Sewers
- (5) Storm Sewers
- (6) Planning, Zoning, and Subdivision Control
- (7) One or More Utility Services

and

**WHEREAS**, City Officials recognize the desirability of assisting the State Officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 211.760.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Jacksonville, Oregon, hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police Protection
- (2) Fire Protection
- (3) Street Construction, Maintenance, and Lighting
- (4) Storm Sewers
- (5) Planning, Zoning, and Subdivision Control
- (6) Water Service

Signed by me in open session in authentication of its passage this 21<sup>st</sup> day of June 2016.

---

Paul Becker, Mayor

ATTEST:

---

Kimberlyn Collins, Recorder

City Council  
June 21, 2016  
Agenda Item 5i.  
Exhibit "A"

# Jacksonville City Council Agenda Item Summary



---

## Resolution No. R2016-012 A Resolution Declaring The City's Election To Receive State Revenues

---

Date: June 15, 2016  
From: Stacey McNichols, Treasurer

City Council Meeting: June 21, 2016  
Agenda Item: 5j.

---

### **Synopsis:**

This resolution comes before you to receive State Revenue Sharing.

### **Fiscal Impact:**

Per budget adopted June 7, 2016.

### **Recommendations:**

Approve Resolution No. R2016-012

### **Exhibits:**

Exhibit A – Resolution No. R2016-012 A Resolution Declaring The City's Election To Receive State Revenues

## RESOLUTION NO. R2016-012

### A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.

THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, OREGON,  
RESOLVES AS FOLLOWS:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2016-2017.

Passed by the City Council this 21<sup>st</sup> day of June, 2016.

Approved by the Mayor this 21<sup>st</sup> day of June, 2016.

---

Paul Becker, Mayor

ATTEST:

---

Kimberlyn Collins, Recorder

I certify that a public hearing before the Budget Committee was held on May 12, 2016 and a public hearing before the City Council was held on June 7, 2016, giving citizens an opportunity to comment on use of State Revenue Sharing.

---

Kimberlyn Collins, Recorder

City Council  
June 21, 2016  
Agenda Item 5j.  
Exhibit "A"

Action minutes along with electronic recordings of the meeting, which may be reviewed online on the City of Jacksonville website <http://www.jacksonvilleor.us>.

## June 7, 2016 at Old City Hall, 205 W Main St, Jacksonville

- 1) **CALL TO ORDER 7:36 pm**  
Present: Councilors Jesser, Garcia, Gregg, Wall, Lewis, Bennington and Mayor Becker.  
Staff Present: Administrator Alvis, Treasurer McNichols, and Recorder Collins.
  
- 2) **A public hearing of the Jacksonville Urban Renewal Agency to discuss the budget for the fiscal year beginning July 1, 2016, as recommended by the Jacksonville Budget Committee.**

Public Hearing Opened: 7:36 pm

Public Comment: None

Closed public hearing: 7:37 pm

**Move to:** Approval of the Urban Renewal Budget for FY 2016-2017.

**Motion by:** Councilor Lewis

**Seconded by:** Councilor Wall

Roll Call Vote:

Ayes: 7

Nays: 0

Motion Carries

- 3) **ADJOURN 7:39 pm**

---

Councilor David Jesser, Agency President

---

Kimberlyn Collins, City Recorder

Date approved: \_\_\_\_\_

# Jacksonville City Council Agenda Item Summary



---

## Resolution No. UR2016-001 A Resolution Adopting The Urban Renewal Budget for the Jacksonville Urban Renewal District for the Fiscal Year Commencing July 1, 2016, Making Appropriations, and Declaring Tax Increment

---

Date: June 15, 2016  
From: Stacey McNichols, Treasurer

City Council Meeting: June 21, 2016  
Agenda Item: 6b.

---

### **Synopsis:**

This resolution comes before you as the adoption of the FY 2016-17 UR Budget as adopted on June 7, 2016.

### **Fiscal Impact:**

Per budget adopted June 7, 2016.

### **Recommendations:**

Approve Resolution No. UR2016-001

### **Exhibits:**

Exhibit A – Resolution No. UR2016-001 A Resolution Adopting The Urban Renewal Budget for the Jacksonville Urban Renewal District for the Fiscal Year Commencing July 1, 2016, Making Appropriations, and Declaring Tax Increment

**RESOLUTION NO. UR2016-001**

**A RESOLUTION ADOPTING THE URBAN RENEWAL BUDGET FOR THE JACKSONVILLE URBAN RENEWAL DISTRICT FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, MAKING APPROPRIATIONS, AND DECLARING TAX INCREMENT.**

**ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Directors of the Jacksonville Urban Renewal Agency hereby adopts the budget for fiscal year 2016-2017 in the total of \$480,791 now on file at the Jacksonville City Offices.

**MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown below, are hereby appropriated:

Fund: Urban Renewal

Materials & Services	\$ 31,054
Debt Service	\$ 337,000

Total Urban Renewal Fund Appropriations	\$ 368,054
Unappropriated Ending Fund Balance	\$ 112,737

**DECLARATION OF TAX INCREMENT**

BE IT RESOLVED that the Board of Directors of the Jacksonville Urban Renewal Agency hereby resolves to certify to the county assessor a request for the Jacksonville Preservation and Enhancement Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX of the Oregon Constitution and ORS Chapter 457.

Passed by the Urban Renewal Agency and signed by me in open session in authentication of its passage this 21<sup>st</sup> day of June 2016.

\_\_\_\_\_  
Councilor David Jesser, Agency President

ATTEST:

\_\_\_\_\_  
Kimberly Collins, City Recorder

City Council  
June 21, 2016  
Agenda Item 6b.  
Exhibit "A"

# Council Discussion



## Kimberlyn Collins

---

**From:** buerkduo@aol.com  
**Sent:** Tuesday, June 14, 2016 7:10 PM  
**To:** casconsl@charter.net; councilorgarcia@jacksonvilleor.us;  
administrator@jacksonvilleor.us; mayor@jacksonvilleor.us  
**Cc:** bfcroucher@charter.net; mccl711@q.com; jacrealest@gmail.com;  
recorder@jacksonvilleor.us; pwclerk@jacksonvilleor.us  
**Subject:** Parks Committee Resignation

For personal reasons, I am resigning from the Parks, Recreation and Visitors Services committee effective June 15, 2016. It has been a privilege and honor to serve the City of Jacksonville as a Parks Committee member focusing on Pat Dahl's vision of everything that our parks system can be. As president of the Jacksonville Boosters Foundation, I look forward to continuing to work with the City on the renovation and maintenance of Peter Britt Gardens for years to come.  
Sincerely  
Rob Buerk

**RECEIVED**

**JUN 15 2016**

**CITY OF JACKSONVILLE**

# City of Jacksonville Meeting/Minutes Sheet

This sheet must be turned in immediately following this meeting to the City Recorder.

RECEIVED

JUN 14 2016

CITY OF JACKSONVILLE

Name of meeting body Cemetery Commission Date of meeting 6/13/16 Time 4pm

Location:  OCH  EOC  Naversen Rm  Community Center

Committee Members Present: Chair Dirk Siedlecki Staff: Richard Shields - Sexton

Members: Eric Villereal, Jerie Wall City Council Ken Carter, John Vissed, KC Car

**Discussion items not on the agenda:** Brief description of subject of discussion and action taken.

*I was given a letter dated 2/28/2014, received by city 3/3/2014 authorizing Joyce Athanas of Red Den the order of Red Den. This was first time*

**All agenda items:** Brief description of subject of discussion and action taken. If vote taken, results

Agenda Item # 5-a written request was for curbing around block 63 lot 2 1982 Annex and a grave cover was installed. Richard confirmed that was family request.  
Motion by: \_\_\_\_\_ Seconded: \_\_\_\_\_ Passed Failed (circle one)

Agenda Item # 6-a Request for curbing Block 110 lots 4-5 2005 City area - Approved by Board Siedlecki  
Motion by: \_\_\_\_\_ Seconded: \_\_\_\_\_ Passed Failed (circle one)

Agenda Item # 6-b All the clean-up efforts by Richard & Eric FOJHC for prepare cemetery for Memorial Day.  
Motion by: \_\_\_\_\_ Seconded: \_\_\_\_\_ Passed Failed (circle one)

Agenda Item # 6-c \$10,000 gift to FOJHC from PAT Dahl  
Motion by: \_\_\_\_\_ Seconded: \_\_\_\_\_ Passed Failed (circle one)

6-d FOJHC plans to start placing Black number posts & kiosk to help visitors locate grave sites. Start with City Section.

Items to report to City Council:

- 1
- 2
- 3
- 4
- 5

Efforts and hard work of Richard and Emily in preparing Cemetery Boards for Memorial Day.

Additional Notes:

Green Burial - Reviewed recap of Pat Gordon's visit to River View Cemetery. Questions came up about when & why 1.5 acres were laid required in all sections other than Jewish section. I will do some research and report back. This topic pertains to new land for expansion.

Next meeting date: Mon, Sept 12 Time: 9 PM

Location: Community Center

Time this meeting was adjourned: 5:15

Any special needs for the next meeting? NO

can I was aware that Mr. Neal J. Lizotte had responded to my earlier letters. I will contact my parents to confirm if she is still available to serve.



**CITY OF JACKSONVILLE**  
**Cemetery Commission**  
**AGENDA**

Community Center - 160 E. Main St., Jacksonville

**Cemetery Commission**  
**REGULAR SESSION**

**June 13, 2016**  
**4:00 p.m.**

- 1) Call to Order
- 2) Welcome and introduce Commission Members as required
- 3) Are there any additions to be made to the agenda?
- 4) Public Comment
- 5) Follow-up from our March 7, 2016 meeting
  - a. Request for curbing around Block 63, Plot 2 grave site Clarence Hunt in 1932 City Annex
- 6) Action/Discussion Items
  - a. Request from Ron Holthusen to have curbing installed around Block 110 Plots 4 and 5 2005 City Annex
  - b. Memorial Day Activities; Clean-ups, flag placement, week-end Meet and Greet
  - c. Special Gift to the Friends of Jacksonville's Historic Cemetery
  - d. Friends of Jacksonville's Historic Cemetery Grant application to Oregon Commission on Historic
  - e. Short discussion on green burial practices and how they may relate to our cemetery's future expansion plans
- 7) Other
- 8) Adjourn, Set Date and Time for next Meeting

**Guests are requested to sign in on the sheet at the back of the room. Please indicate if you would like to address the Cemetery Commission during the Public Comment section. Remember to keep your comments to a maximum of 3 minutes per person.**





Medard J. Lizotte, G.C.R.  
Great Council of California  
7854 Cresendale Way  
Sacramento, CA 95823-6521  
28<sup>th</sup> Sun, Snow Moon, GSD 523  
Common Era: February 28, 2014

Mr. Dirk J. Siedlecki  
Chair – Jacksonville Cemetery Commission  
PO Box 7  
Jacksonville, OR 97530

RECEIVED

MAR 13 2014

CITY OF JACKSONVILLE

Dear Mr. Siedlecki:

This letter is to advise you that Ms. Joyce Athanas of Medford, Oregon is hereby authorized to represent the Improved Order of Red Men and the Independent Order of Red Men Section of the Jacksonville, Oregon Cemetery on the Jacksonville Cemetery Commission. I am sure that Ms. Athanas will be a great asset to your Commission in representing the Improved Order of Red Men on any decisions on our behalf. I am also sending a copy of this letter to Ms. Athanas for her files showing that she is now the Representative of the Improved Order of Red Men on any decisions in the matter of our Section of the Jacksonville, Oregon Cemetery.

Yours in F. F. & C.

---

Medard J. Lizotte, GCR

CC: Ms. Joyce Athanas  
File

No. 4649

# Abstract of Title

TO

*Following Described Land  
in Jackson County, Oregon*

1/2 acre more or less.

Commencing at the NW corner of the Citizens ground  
thence running south to the NE corner of the Jewish ground  
thence west to the Catholic ground; thence north along the  
Catholic ground until due west of the point of commencement  
thence due east to the place of beginning; Also that parcel  
of land in the Jacksonville Cemetery described as follows

Beginning at the NW corner of the Citizens ground  
thence run due west along the north boundary of the ground  
belonging to Jacksonville Stamm to the NW corner thereof  
where it intersects the east boundary of the Catholic burying  
ground aforesaid; thence due east to a point due north of the  
NW corner of the Citizens ground aforesaid, thence due south  
to the place of beginning, containing 1/2 acre more or less.

RECEIVED  
JUN 16 2015  
CITY OF JACKSONVILLE

MURRAY  
ABSTRACT COMPANY  
MEDFORD, OREGON

24 May 2016

TO: Jacksonville Cemetery Commission

FR: Pat Gordon, JV resident and aspiring natural/green burial candidate

RE: Natural Burial at River View Cemetery, Portland (riverviewcemetery.org)

Friends,

What follows are distilled notes from my visit to River View Cemetery (RV) on Friday, April 22, 2016. Jocelyn S. Bagley, Family Service Rep at RV, a historic non-profit cemetery, spent a generous couple hours familiarizing me with the Natural (green) Burial practices and alternatives at RV. She followed that with a tour of some natural burial grave sites and gave me a map of others so I could further explore on my own.

Some sharings that I hope will interest you as our community explores alternatives for our beautiful 11-acre oak woodlands parcel:

- Natural Burial at RV, begun in 2010, is burial of human remains directly in the earth, without use of an outer burial container (vault or liner) and without being embalmed with toxic chemicals (formaldehyde).
- The deceased is buried in a biodegradable casket or wrapped in a shroud and lowered into the grave on a biodegradable board for respectful placement in the ground.
- Natural burial is not new – **it's old** (no news to all of you, I'm sure). Why, it's historic! Today growing numbers of people are wanting/choosing natural burial for environmental reasons. Green Burial allows people to have their bodies returned completely to the earth – mirroring their values in life and nourishing the trees and other vegetation.
- Natural burial at RV is currently interspersed with more modern burial practices in nearly every area of the cemetery. While it is also a more economic burial choice, a \$300 surcharge is added to the cost of the grave site to readjust the site from settling during the first 6 to 24 months after a burial.
- River View (RV) is in the process of planning for a forested area that will be a **total** natural burial site. Meanwhile, people may purchase an existing site and make an exchange once the forested area is ready – and appropriate cost adjustments will be made.
- Jocelyn said our Sexton (or anyone really) could contact David Noble, Executive Director, to learn more about handling settling issues and RV's care of natural grave sites:

David Noble, Exec Dir, RV Cemetery Association  
(503) 246-4251

[david@riverviewcemetery.org](mailto:david@riverviewcemetery.org)

Additionally, on RV's website (About Us – Staff News & Events – News – Natural Burial E Newsletter Archive – Winter 2016), David's Newsletter is a helpful source of information.

- Anyone wishing to learn more is also encouraged to view the green burial documentary, **A Will for the Woods** – available from our Jackson County Library (and can be reserved online).

One additional observation – given our community efforts to protect and preserve our woodlands, there may be substantial interest in having our available oak woodlands (which, on a landscape basis, need protection) be not only a natural/green burial area but one that could be a designated **conservation** burial ground (see the Green Burial Council website – [www.greenburialcouncil.org](http://www.greenburialcouncil.org) - for more information. That's on my research list as well.

I look forward to our future discussions as we continue our stewardship of our historic cemetery.

Respectfully,

Patricia Gordon (Pat)  
648 Hueners Ln, Apt. E  
Jacksonville, OR 97530  
541-899-7655  
phg@jeffnet.org