



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

**CITY COUNCIL
City Council Meeting**

**July 5, 2016
6:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES (June 21, 2016 and June 28, 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
Administrator Alvis: Miller House Offer
 - 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 Comment on Proposed Charter Amendments**
 - b. **Appointment to Budget Committee**
 - c. **Accept Proposal for Public Works Director Vehicle**
- 6) **COUNCIL COMMITTEE REPORTS AND DISCUSSION**
- 7) **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. 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 21, 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, and City Attorney, Sydnee Dreyer.
- 2) a. **MINUTES (minutes from June 7, 2016 meeting)**
Move to: Approve
Motion by: Councilor Garcia
Seconded by: Councilor Wall
Vote:
Ayes: Unanimous
Motion Carries

b. **BILLS LIST**
Move to: Approval of the bills
Motion by: Councilor Lewis
Seconded by: Councilor Garcia
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries
Council asked questions. Administrator Alvis answered.
- 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
Administrator Alvis: Updated Council on the news in the Mail Tribune regarding the lead scare in the water system. Council asked questions. Administrator Alvis answered. Reports the dam project begins tomorrow. Spoke on the Cascadia Training held on June 10, 2016. Councilor Garcia inquired about the patrol car that was involved in the accident and the well-being of those involved. Administrator Alvis responded.

Treasurer McNichols – Informed Council the next Budget Committee meeting is set for July 28, 2016 at 4 pm. She will send out information as we get closer to the meeting date.
 - b. **Planning Department** -Ian Foster
 - c. **Police Department** - Chief Towe
 - d. **Fire Department** - Chief 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: Request to Vacate Ninth Street Between D Street and E Street

File No.: 2016-68 – Ninth St.

Petitioner: James and Mary Thompson

Public Hearing was opened at 6:12 pm
Mayor Becker reads opening statement

Jeff gave a brief staff report and informed Council that staff has no objections to vacating this piece of property.

Rick Harris, 190 Oak St. #1, Ashland, Oregon, representing the applicants gave a historical update to this property and the ongoing process of trying to vacate this portion of Ninth St. Council asked questions. Rick Harris, Administrator Alvis and City Attorney, Sydnee Dreyer answered.

Move to: Close the Public Hearing
Motion by: Councilor Jesser
Seconded by: Councilor Gregg
Vote:
Ayes: Unanimous
Motion Carries

Public Hearing Closes at 6:28 pm

Move to: Approve the vacation to use the findings provided by City staff in regards to comp plan, transportation issues, etc. and that the applicant will provide a public utility easement.
Motion by: Councilor Jesser
Seconded by: Councilor Lewis
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries

b. Appointment to Planning Commission

Public Comment: None

Council Discussion: Councilor Bennington informed council about the opening for the Planning Commission and why it requires certain qualifications to serve on the Planning Commission. Alan Betcher introduced his historical background to Council to demonstrate his qualifications. Raymond Kaselonis, Jr. spoke to council about his background and how it relates to the open position on the Planning Commission. Council asked questions. Both Alan and Raymond answered.

Move to: Nominate Alan Betcher for the Planning Commission position.
Motion by: Councilor Jesser
Seconded by: Councilor Bennington
Vote:
Ayes: 7
Motion carries

c. **Concert on the Lawn at New City Hall – July 4, 2016**

Public Comment: None

Council Discussion: Mayor spoke to the concert being held on the lawn of the new city offices.

Move to: Approve the amplification of music and the banner to be hung at City Hall between June 22nd and July 4th.

Motion by: Councilor Jesser

Seconded by: Councilor Garcia

Vote:

Ayes: 7

Motion Carries

d. **Jacksonville Municipal Judge Personal Services Contract**

Public Comment: None

Council Discussion: Treasurer McNichols reminded Council of the increase in the monthly contract amount that was approved in the City budget for the new fiscal year. The new contract reflects that approval.

Move to: Approval to the renew of the contract increase from \$500.00 to \$600.00.

Motion by: Councilor Lewis

Seconded by: Councilor Garcia

Roll Call Vote:

Ayes: 7

Nays: 0

Motion Carries

e. **Set Final Bill Pay Meeting for End of June**

Public Comment: None

Council Discussion: Treasurer McNichols presented Tuesday, June 28, 2016 for the final bill pay meeting. Council concurred and time was set for 5:00 pm.

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.

Public Comment: None

Council Discussion: None

Move to: Approve Resolution No. R2016-013

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Roll Call Vote:

Ayes: 7

Nays: 0

Motion Carries

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

Public Comment: None

Council Discussion: Steve Casaleggio gave a historical background on the need to amend Resolution No. 1057. Council asked questions. Steve answered.

Move to: Approve Resolution No. R2016-009
Motion by: Councilor Jesser
Seconded by: Councilor Lewis
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries

h. Resolution No. R2016-010

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

Public Comment: None

Council Discussion: None

Move to: Adoption of Resolution No. R2016-010
Motion by: Councilor Lewis
Seconded by: Councilor Garcia
Roll Call Vote:
Ayes: 6
Nays: 1
Motion Carries

i. 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

Public Comment: None

Council Discussion: None

Move to: Approval of Resolution No. R2016-011
Motion by: Councilor Lewis
Seconded by: Councilor Garcia
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries

j. Resolution No. R2016-012

A Resolution Declaring The City's Election To Receive State Revenues

Public Comment: None

Council Discussion: None

Move to: Approval of Resolution No. R2016-012
Motion by: Councilor Lewis
Seconded by: Councilor Jesser
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries

ADJOURNED TO URBAN RENEWAL MEETING

MEETING OPENED AT 7:15 pm

i. Approval of UR minutes (June 7, 2016)

Public Comment: None
Council Discussion: None

Move to: Approval of the minutes of June 7, 2016
Motion by: Councilor Lewis
Seconded by: Mayor Becker
Vote:
Ayes: Unanimous
Motion Carries

j. RES UR2016-001 – Adopting UR Budget for 2015-2016

Public Comment: None
Council Discussion: Council Bennington asked President Jesser to express the success that he has seen over the last year with regards to the Urban Renewal budget. President Jesser answered.

Move to: Approval of RES UR2016-001
Motion by: Councilor Lewis
Seconded by: Councilor Gregg
Roll Call Vote:
Ayes: 7
Nays: 0
Motion Carries

ADJOURNED TO PUBLIC MEETING 7:18 pm

6) COUNCIL AND COMMITTEE REPORTS AND DISCUSSION

- a. Councilor Gregg: No Report
- b. Councilor Garcia: No Report
- c. Councilor Lewis: LOC requested a survey to be completed by each council member with the foremost pressing issues for the upcoming legislative sessions. He also inquired about a response to an email he forwarded staff for emergency communications. Treasurer McNichols responded.
- d. Councilor Bennington: Updated Council on the last Planning Commission meeting.
- e. Councilor Garcia: Updated Council on the last Parks Committee meeting.
- f. Councilor Wall: Updated Council on the last Cemetery Commission meeting on June 3, 2016. Next meeting scheduled for September.

7) ADJOURN 7:35 pm

Paul Becker, Mayor

Kimberlyn Collins, City Recorder

Date approved: _____

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 28, 2016 at Old City Hall, 205 W Main St, Jacksonville

- 1) CALL TO ORDER (includes call to order) 5:00 pm
Present: Councilors Wall, Jesser, Lewis, Gregg, Bennington and Mayor Becker. Absent: Councilor Garcia.
Staff: Administrator Alvis and Recorder Collins.

- 2) a. BILLS LIST
Move to: Approve the Bills
Motion by: Councilor Jesser
Second by: Councilor Gregg
Roll Call Vote:
Ayes: 6
Nays: 0
Motion Carries

Council asked questions. Administrator Alvis and Chief Hull answered.

- 3) ADJOURN 5:08 pm

Paul Becker, Mayor

Kimberlyn Collins, City Recorder

Date approved: _____

CITY OF JACKSONVILLE
Bills Against the City - City Council
JULY 5, 2016

GENERAL FUND - ADMINISTRATION DEPARTMENT

Vendor Name	Description	Amount
Jackson County Recycling Partnership	annual dues - recycling education program	375.48
Local Government Personnel Inst.	annual dues 2016-17	586.00
Manuel Mendoza	wiindow cleaning	550.00
Oregon Mayors Association	mayor's conference	275.00
Staples Advantage	office supplies for admin	47.29
		1,833.77

FIRE PROTECTION FUND

Vendor Name	Description	Amount
TekPrinting Services Inc.	t-shirts for fire dept	293.66
		293.66

WATER FUND

Vendor Name	Description	Amount
Staples Advantage	office supplies for water dept	24.32
		24.32

PARKS FUND

Vendor Name	Description	Amount
Britt Festivals	reimbursement room tax grant - taste of summer	7,500.00
Robert Roos	reimbursement for marketing funds - britt advertising	1,921.25
		9,421.25

TOTAL: 11,573.00

APPROVED BY:

DATE:

Jacksonville City Council Agenda Item Summary



Public Comment on Proposed Charter Amendment

Date: June 28, 2016
From: Jeff Alvis, City Administrator

City Council Meeting: July 5, 2016
Agenda Item: 5a.

Synopsis:

Tonight is the night for public comment on the proposed charter amendments.

Fiscal Impact:

N/A

Recommendations:

Take input from citizens, if any and continue moving forward with bringing the City Charter to the voters.

Exhibits:

Exhibit A – Jacksonville City Charter

2016 JACKSONVILLE CITY CHARTER

PREAMBLE

The voters of the City of Jacksonville (the "City"), County of Jackson, State of Oregon exercising our power to the fullest extent possible under the Constitution and laws of Oregon do hereby repeal the existing City charter and enact this Home Rule Charter of the City as follows:

CHAPTER 1. NAMES AND BOUNDARIES

Section 1.1. Title. This instrument may be called the 2016 Jacksonville City Charter (this "Charter").

Section 1.2. Name. The City continues as a municipal corporation and chartered city with the name of City of Jacksonville.

Section 1.3. Boundaries. The City includes all the territory within its boundaries as they now exist or are legally modified. The City shall maintain as a public record an accurate and current description of its boundaries.

CHAPTER 2. POWERS

Section 2.1. Powers. The City has all the powers that the constitutions, statutes and common law of the United States and Oregon expressly or impliedly grant or may allow the City, as fully as though such powers were specifically set forth in this Charter.

Section 2.2. Construction. This Charter shall be liberally construed so that the City may exercise fully all powers possible under this Charter and United States and Oregon law.

Section 2.3. Distribution. Except as this Charter provides otherwise, all City powers are vested in the City Council (the "Council"). The Council has legislative, administrative and quasi-judicial authority. Under the Oregon Constitution, initiative and referendum powers are reserved to the City's voters.

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

CHAPTER 3. COUNCIL

Section 3.1. Members. The Council shall consist of a Mayor and six Councilors nominated and elected from the City at large.

Section 3.2. Mayor. The Mayor presides over and facilitates Council meetings, preserves order, enforces Council rules and determines the order of business under Council rules. The Mayor is a voting Council member, but has no veto authority. With the consent of the Council expressed by resolution, the Mayor appoints members of City commissions and committees. The Mayor must sign all records of Council decisions. The Mayor serves as the political head of the City government.

Section 3.3. Council President. At its first meeting each calendar year, the Council must elect a president (the "Council President") from its membership. The Council President presides in the Mayor's absence or inability to perform duties or if the Mayor is recused from acting.

Section 3.4. Rules. By resolution, the Council must adopt rules to govern its meetings.

Section 3.5. Meetings. The Council must meet at least once each month at a time and place designated by its rules and may meet at other times and/or places under the rules.

Section 3.6. Quorum. A majority of the Council members is a quorum to conduct business, but a smaller number may meet and compel attendance of absent members under the Council rules.

Section 3.7. Vote Required. The express approval of a majority of a Council quorum is required for any Council decision, except when this Charter requires approval by a greater number.

Section 3.8. Record. A record of Council meetings must be kept under Council rules.

CHAPTER 4. LEGISLATIVE AUTHORITY

Section 4.1. Ordinances. The Council exercises its legislative authority by adopting ordinances. The enacting clause for all ordinances must state: "The City of Jacksonville ordains as follows:"

Section 4.2. Ordinance Adoption.

A. Except as permitted in 4.2(B) below, ordinance adoption requires approval of a majority of the Council at two meetings.

B. The Council may adopt an ordinance at a single meeting by unanimous approval of at least a quorum of the Council, provided that the proposed ordinance is available in writing to the public at least one week before the meeting on the City’s website and in hardcopy at the City’s office.

C. Any substantive amendment to a proposed ordinance must be read aloud or made available in writing to the public before the Council adopts the ordinance at that meeting.

D. After ordinance adoption, the vote of each Councilor must be entered in the Council minutes.

E. After adoption, the Recorder must endorse the ordinance with the date of adoption, the Recorder’s name and title and cause it to be signed by the Mayor.

Section 4.3. Effective Dates. Unless a later date is specified, an ordinance shall be effective on the 30th day after its adoption. An ordinance may take effect upon its adoption or other date less than 30 days after adoption if it contains an emergency clause. An ordinance containing an emergency clause requires a vote of two-thirds of the Council approving the ordinance. The Council shall be the sole judge of the existence of an emergency.

CHAPTER 5. ADMINISTRATIVE AUTHORITY

Section 5.1. Resolutions. The Council will normally exercise its administrative authority by approving resolutions. The approving clause for resolutions may state: “The City of Jacksonville resolves as follows:”.

Section 5.2. Resolution Approval.

A. Resolution or other administrative decision requires Council approval at one meeting.

B. Any substantive amendment to a resolution must be read aloud or made available to the public in writing before Council approval of the resolution at that meeting.

C. After resolution approval or other administrative decision, the vote of each Councilor must be entered in the Council minutes. Other administrative decisions shall be entered in the minutes of the meeting.

D. After approval, the Recorder must endorse the resolution with the date of approval, the Recorder's name and title and cause it to be signed by the Mayor.

Section 5.3. Effective Date. Resolutions or other administrative decisions shall take effect on the date of approval, unless a later date is specified.

CHAPTER 6. QUASI-JUDICIAL AUTHORITY

Section 6.1. Orders. The Council normally exercises its quasi-judicial authority, such as making decisions after hearings, by approving orders. An approving clause for an order may state: "The City of Jacksonville orders as follows:".

Section 6.2. Order Approval.

A. Orders or other quasi-judicial decisions before Council require approval at one meeting.

B. Any substantive amendment to an order must be read aloud or made available to the public in writing before Council approval of the order.

C. After order approval or other quasi-judicial decision, the vote of each Councilor must be entered in the Council minutes.

D. After approval, the Recorder shall endorse the order with the date of approval, the Recorder's name and title and cause it to be signed by the Mayor.

Section 6.3. Effective Date. Orders and other quasi-judicial decisions take effect on the date of approval, unless a later date is specified.

CHAPTER 7. ELECTIVE OFFICERS

Section 7.1. Councilors. The term of a Councilor in office when this Charter is adopted is the term for which the Councilor was elected or is elected at the time of adoption of this Charter. At each general election after adoption, three Councilors, being those receiving the highest number of votes, shall be elected for four-year terms.

Section 7.2. Mayor. The term of the Mayor in office when this Charter is adopted continues until the beginning of the second odd-numbered year after adoption. In every other general election after adoption, the Mayor will be elected for a four-year term.

Section 7.3. Election Law. City elections must conform to Oregon law, except as this Charter or City ordinances provide otherwise. Elections for City offices must be nonpartisan.

Section 7.4. Qualifications.

A. The Mayor and Councilors must be qualified electors under Oregon law and reside within the City for at least one year immediately before election or appointment.

B. At a single election, no person shall be a candidate for more than one City office.

C. Neither the Mayor nor a Councilor may be a City employee.

D. The Council is the final judge of the election and qualifications of its members.

Section 7.5. Nominations. The Council must prescribe by ordinance the procedure for nomination for the offices of Mayor or Councilor.

Section 7.6. Terms. Officers elected at a general election begin their terms at the first Council meeting of the year immediately after the election, which terms continue until a successor qualifies and assumes office.

Section 7.7. Oath. The Mayor and each Councilor must swear or affirm to faithfully perform the duties of their offices and support the U.S. and Oregon Constitutions.

Section 7.8. Vacancies; Filling.

A. An elective office becomes vacant upon the incumbent's death, adjudication of incompetence, resignation or recall from office or upon Council declaration after the incumbent's:

- (1) Failure to qualify for office within 10 days of the start of office term;
- (2) Absence from Council meetings for 60 days without Council consent;
- (3) Ceasing to reside in the City;
- (4) Ceasing to be a qualified elector under Oregon law;
- (5) Conviction of a public offense punishable by loss of liberty; or
- (6) Removal proceedings under Section 7.9 below.

B. A Mayor or Councilor vacancy will be filled by a majority of those remaining Council members. The appointee will serve until the earlier of the remaining term of the vacant office or the next biennial election. A majority of the Council may appoint a Councilor pro-tem if a Councilor is temporarily disabled or absent from the City.

Section 7.9. Undue Influence. No elected City official may directly or indirectly, including verbal abuse, inappropriate demands or other forms of harassment, attempt to influence the City Administrator, Recorder, Finance Director, City Attorney, Municipal Court Judge or other appointed officer or officer candidate in the appointment or removal of any City employee or in administrative decisions about the disposition or use of City employees, consultants or agents, City finances, permits, property or contracts. Violation of this provision shall be grounds for the removal of the elected official by majority vote of the Council from office after a public hearing before the Council under applicable Council rules. In Council meetings, elected officials may discuss or suggest anything with the City Administrator or other appointed official about City business.

CHAPTER 8. APPOINTIVE OFFICERS

Section 8.1. City Administrator

A. The office of City Administrator (the “Administrator”) is established as the administrative head of the City government, to be responsible to the Mayor and Councilors for the proper conduct of all City business. The Administrator will assist the Mayor and Councilors in developing and carrying out City policies.

B. A majority of the Council may appoint the Administrator for a definite or indefinite term. Such appointment must be without political considerations and solely based on education and experience in the competencies and practices of local government management.

C. The Administrator must reside within the City or within 20 minutes motor vehicle travel time from the City.

D. The Administrator may be removed by a majority of the Council at any time, with or without cause. In the event of the Administrator’s removal or disability preventing the execution of office, the Council must then appoint a permanent replacement or a temporary replacement. Such temporary replacement may appoint or remove City employees only with Council approval.

E. The Administrator shall have the powers and duties prescribed by resolution adopted by the Council.

F. The Administrator has no authority over the judicial functions of the Municipal Judge or the functions of the Council. The Administrator may take part in Council meetings and executive deliberations, but shall have no vote.

Section 8.2. City Recorder.

A. The office of the City Recorder (the “Recorder”) is hereby established. The Recorder shall be the ex-officio clerk of the Council and clerk of the City.

B. The Recorder shall be appointed by the Mayor, subject to approval by Council resolution and be supervised by the Administrator. The Recorder may be removed by a majority of the Council. In the event of the Recorder’s temporary absence, the Mayor may appoint a Recorder pro tem with the authority and duties of the Recorder.

C. The Recorder shall have the duties prescribed by resolution adopted by the Council.

Section 8.3. City Finance Director.

A. The office of the City Finance Director (the “Finance Director”) is hereby established. The Finance Director shall be the chief financial officer of the City.

B. The Finance Director shall be appointed by the Mayor, subject to approval by Council resolution and be supervised by the Administrator. The Finance Director may be removed by a majority of the Council. In the event of the Finance Director’s temporary absence, the Mayor may appoint a Finance Director *Pro-tem* with the authority and duties of the Finance Director.

C. The Finance Director shall have the duties prescribed by resolution adopted by the Council.

Section 8.4. Municipal Court and Judge.

A. A majority of the Council may appoint and remove a Judge of the Jacksonville Municipal Court (respectively, the “Municipal Judge” and the “Municipal Court”). The Council may also appoint and remove a Municipal Judge *Pro-tem*. The Municipal Judge will hold court at such place as the Council directs.

B. The Municipal Court has jurisdiction over every offense created by City ordinance and may enforce penalties and forfeitures under such ordinances. Unless limited by City ordinance, the Municipal Court has jurisdiction under state law inside and outside the City.

C. All proceedings of the Municipal Court will conform to state laws governing justices of the peace and justice courts. The Municipal Judge may:

- (1) Render judgments and impose sanctions on persons and property;
- (2) Order the arrest of anyone accused of a City offense;
- (3) Commit to jail or admit to bail anyone accused of a City offense;
- (4) Issue and compel obedience to subpoenas;

- (5) Compel witnesses to appear and testify and jurors to serve for trials before the court;
- (6) Penalize contempt of court;
- (7) Issue processes to enforce judgments and court orders;
- (8) Issue search warrants; and
- (9) Perform judicial and quasi-judicial functions under City ordinances.

D. The Council may transfer some or all of the functions of the Municipal Court to an appropriate county or state court by ordinance.

Section 8.5. Other Officers. By ordinance, the Council may provide for the appointment and removal of other City officers, except for those in Sections 8.1 through 8.4 above, as the Council deems necessary for the safety and welfare of the City. The Council may combine any two or more appointive City offices. The Council may designate any appointive officer to supervise any other appointive officer, except the Municipal Judge's exercise of judicial functions.

CHAPTER 9. PERSONNEL

Section 9.1. Compensation. As part of the approval of the annual budget, the Council must approve and authorize compensation of City officers and employees. By resolution, the Council may provide for monetary stipends for the Mayor and Councilors and/or for reimbursement of actual and necessary expenses incurred in pursuit of City business.

Section 9.2. Employment Rules. The Administrator, using Council-approved employment rules, will determine and apply such rules for recruitment, selection, promotion, transfer, demotion, suspension, layoff and dismissal of City employees based on merit and fitness. This Section 9.2 shall not apply to Appointive Officers under Chapter 8 hereof.

Section 9.3. Fidelity Bonds. All City employees and officers having access to City funds shall file with the Council a position fidelity bond in such amount as fixed by the Council, the premium of which bond shall be paid for by the City.

CHAPTER 10. MISCELLANEOUS

Section 10.1. Public Improvements. By ordinance, the Council may provide procedures for making, altering, vacating or abandoning any public improvement, including special assessment procedures with provisions for suspension upon remonstrance and the issuance of bonds, including bond anticipation notes or other evidences of indebtedness, upon the security of unpaid assessments.

Section 10.2. Debt. City indebtedness may not exceed debt limits imposed by Oregon law. An amendment of this Charter is not required to authorize City indebtedness.

Section 10.3. Ordinances Continued. All ordinances consistent with this Charter in force when it takes effect remain in effect until amended or repealed.

Section 10.4. Repeal. All charter provisions adopted before this Charter takes effect are repealed.

Section 10.5. Severability. The provisions of this Charter are severable. If a court holds any provision invalid, such invalidity does not affect any other provision.

Section 10.6. Effective. This Charter takes effect December 8, 2016.

Jacksonville City Council Agenda Item Summary



Appointment to Budget Committee

Date: June 30, 2016
From: Paul Beck, Mayor

City Council Meeting: July 5, 2016
Agenda Item: 5b.

Synopsis:

Sec. 2.36.220. - Council committees

Members of the standing committees shall be appointed by the Mayor unless otherwise noted; membership shall be ratified by resolution. At the time of ratification of these rules, the following standing committees shall be considered in place:

- (1) Personnel;
- (2) Parking;
- (3) ***Budget (appointed by Council; meets quarterly at a minimum);***
- (4) Public Safety;
- (5) Utilities;
- (6) Parks and Visitor's Services;
- (7) Land and Buildings;
- (8) Transient Lodging Tax;
- (9) Committee for Citizen Involvement (CCI);
- (10) Film.

Fiscal Impact:

N/A

Recommendations:

Council should decide if applicant is qualified and appoint to the one vacant position on the Budget Committee.

Exhibits:

Exhibit A – Michael Turner Application

Application for Appointment to Committee and Commission

COPY

Name MICHAEL TURNER Date 6/6/16

Committee/Commission applying for Budget Committee

Address 70 Beckman Square Jacksonville OR 97530
Street City State Zip

Mailing address if different N/A
PO Box/Street City State Zip

Employment: Loried Enterprises, Inc Owner
Nature of Business Occupation

Telephone (541) 678-7494 292-2712 858-7930
Home Cell Work

Email address VAUDMTURNER@charter.net

Number of years as Jacksonville Resident 30 Registered voter Y or N

Highest grade completed/Degree held MBA

Why do you wish to serve the city? ASSIST IN MANAGING SCARCE
resources (funds) to meet current needs AND position for future,

What experience or education have you had relative to your application? See attached resume

Please list any previous or present involvement such as City Council, commission or board membership, citizen's committee etc. None

Additional information you feel is pertinent to this application _____

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: Michael Turner

Michael Turner
70 Beekman Square Jacksonville, OR 97530

Relevant Skills and Experience

Managerial and Organizational

- *Supervision of both technical and production staffs with span of supervision including up to eight full-time and 120 seasonal employees. Set and monitored performance standards.
- *Demonstrated ability to coordinate multiple projects, develop and meet performance criteria, and foster viable working relationships with peers, vendors and government agency representatives.
- *Coordinate business operations of small business venture including development of business plan, financial management, human resources management, marketing, and construction oversight.

Accounting and Financial Management

- *Developed and administered multi-department operating budgets exceeding 2 million dollar/year.
- *Developed activity and enterprise based cost accounting reporting systems used to track cost and perform variance analysis. Generated and interpreted periodic reports and exception reports.
- *Interfaced with MRP system - developed standard costs, generated and analyzed variance reports to develop financial forecasts, material requirements, and inventory utilization.
- *Developed small business accounting system using Quick Books. Perform complete small business accounting function including generation of monthly financial statements and payroll.

Marketing and Negotiations

- *Over ten years experience negotiating and administrating labor and purchasing contracts.
- *Development of customized contracts for services that included development of specifications, compensation schedules, and nonperformance penalties.
- *Developed marketing plan for franchise business that reached break even operations within 90 days.
- *Successfully developed sales territory through diligent direct sales and dependable follow-up.
- *Developed sales staff for start-up technology business that culminated in sales of \$80,000/month.

Academic Background

1982 - B.S., Agronomy (Cum Laude)
California Polytechnic University, San Luis Obispo, CA

1992 - MBA
Southern Oregon University, Ashland, OR

Community Involvement

Member, President (1990-1991), Jacksonville Woodlands Association
Member, President (1994-1996), Jackson County Extension Service Advisory Committee
Business Partner/Instructor, Junior Achievement (1998-1999)
Youth Leader/Coach – Boy Scouts of America (2000-2005) Recreational Soccer/Basketball (2002-2007)
CASA Volunteer (2015-Present)

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Michael Turner
(541) 292-2712

Employment History

May 1996-Present

Lorien Enterprises, Inc. - Medford, Oregon

*Position: Owner/General Manager

Local owner of multiple-location hair care business. Coordinate all facets of business operation including financial management, corporate policy development and implementation, and marketing while working through salon management team that coordinates daily salon operations. Provide leadership model, mentoring and development program to developing supervisors and managers. Corporate liaison with state and local government agencies and industry partners. Accounting responsibilities include development of budgets, payroll, and general ledger and journal entries to support P&L and Balance Sheet generation. Successfully transformed business model from franchise to independent operation.

August 1997-December 1998

New Horizons Computer Learning Center

Position: General Manager/Sales Manager

Position concurrent with start-up of Lorien Enterprises, Inc. Initially hired as Sales Manger to develop direct marketing staff. Hired, trained and supervised staff of 6-8 salespersons. Promoted to General Manager and coordinated all phases of business including curriculum development, supervision of training, and administrative staffs.

April 1986 - April 1996

Bear Creek Corporation - Medford, Oregon

*Primary Position: Field Services Manager (1986-1996)

*Concurrent Positions: Production Manager, Fruit Acquisitions (1992-1994) Production Manager, Orchard Operations (1994-1995) Manager of Research and Development (1996-1997)

Management of technical and production oriented agricultural department within a direct marketing corporation. Responsibilities included personnel management and development, financial management and control, daily operations management, purchasing and contract administration, involvement in cross-functional teams for strategic planning and implementation, and coordination of special projects. Corporate technical representative on all pesticide and fruit shipment issues. Implemented successful Research and Development program focused on moving innovative processes into mainstream usage. Ongoing use of financial analysis to evaluate opportunities and current operations to support strategic changes to business plan. Demonstrated ability to successfully manage at a multi-departmental level.

April 1983 - April 1986

Dellavalle Laboratory, Inc. - Fresno, California

* Position: Consultant/Salesman

Provided consulting service for an agricultural analytical laboratory. Coordinated field sampling and laboratory analysis, interpreted technical information via written report including specific recommendations together with personal on-site consulting. Performed direct sales including seasonal sales visits, cold calling and trade show presentations.

References and additional employment information available upon request.

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Jacksonville City Council Agenda Item Summary



Accept Proposal For Public Works Director Vehicle

Date: June 30, 2016
From: Jeff Alvis, City Administrator

City Council Meeting: July 5, 2016
Agenda Item: 5c.

Synopsis:

Purchase new vehicle for Public Works Director.

Fiscal Impact:

Bid comes through ORPIN/government price.

Recommendations:

Order new vehicle.

Exhibits:

Exhibit A – Customer Proposal



Landmark Ford Lincoln
12000 S W 66th Ave, Tigard, Oregon, 97223
Office: 503-639-1131

Customer Proposal

Prepared for:

City of Jacksonville
180 N. 3rd St, PO Box 7
Jacksonville, OR 97530
Office: 541-899-7246
Email: firechief@jacksonvilleor.us

Prepared by:

Lisa O'Keefe and Diane Pohl
Office: 503-639-1131
Email: govtsales@landmarkford.com

Date: 05/20/2016

Vehicle: 2016 F-150 XLT

4x4 SuperCrew Cab Styleside 5.5' box 145"
WB



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



Landmark Ford Lincoln
 12000 S W 66th Ave, Tigard, Oregon, 97223
 Office: 503-639-1131

2016 F-150, SuperCrew Cab Styleside
 4x4 SuperCrew Cab Styleside 5.5' box 145" WB
 XLT(W1E)

Pricing - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	
Vehicle Price	\$40,635.00
Options & Colors	\$5,550.00
Upfitting	\$0.00
Destination Charge	\$1,195.00
Subtotal	\$47,380.00
<i>Pre-Tax Adjustments</i>	
Description	
Government Price Discount	-\$13,843.00
Total Per State of Oregon Price Agreement 5550	\$33,537.00

 Customer Signature

 Acceptance Date

Landmark Ford Lincoln is a licensing agency for the state and can provide E-Plates on the vehicle at delivery with electronic registration for an additional \$129.50.

The deadline for ordering 2016 F-150s is July 1st. Orders placed this week will receive late June/early July production for late July/early August delivery.

- Exterior:Oxford White
 Interior:Medium Earth Gray
- * Brake assistance
 - * P 265/70R17 OWL AT S-rated tires
 - * Advance Trac w/Roll Stability Control
 - * Tinted glass
 - * Wireless streaming

 - * Rear child safety locks
 - * Variable intermittent wipers
 - * Dual front airbags
 - * Airbag occupancy sensor

 - * Rear window defroster
 - * Underseat ducts
 - * 60-40 folding rear split-bench
 - * Class IV hitch
 - * Rear spring rating: 3800 lbs.
 - * Frame Yield Strength 49300 psi

Selected Options

MSRP

STANDARD VEHICLE PRICE	\$40,635.00
Transmission: Electronic 6-Speed Automatic	Included
Tires: P265/70R17 OWL A/T	Included
Wheels: 17" Silver Painted Aluminum	Included
Cloth 40/20/40 Front Seat	Included
145" Wheelbase	STD
Monotone Paint Application	STD
Paint Table : Monotone Paint Application	\$0.00
Equipment Group 301A Mid	\$2,150.00
- Option Discount	-\$1,000.00
Rear Window Defroster	Included
Radio: Single-CD w/SiriusXM Satellite	Included
SYNC Voice Recognition Communications	Included
Fixed Backlight w/Privacy Glass	Included
8-Way Power Driver's Seat	Included
4.2" Productivity Screen in Instrument Cluster	Included
Power Glass Heated Sideview Mirrors	Included
Auto-Dimming Rearview Mirror	Included
Leather-Wrapped Steering Wheel	Included
Rear View Camera w/Dynamic Hitch Assist	Included
Power-Adjustable Pedals	Included



Hwy
 21 mpg

and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability system. See salesperson for the most current information.

Rear Under-Seat Storage	Included
Class IV Trailer Hitch Receiver	Included
Engine: 5.0L V8 FFV	\$1,595.00
3.31 Axle Ratio	Included
GVWR: 7,000 lbs Payload Package	Included
Power-Sliding Rear Window	\$350.00
All-Weather Rubber Floor Mats	\$95.00
Trailer Tow Package	\$895.00
Auxiliary Transmission Oil Cooler	Included
Pro Trailer Backup Assist	Included
Upgraded Front Stabilizer Bar	Included
Remote Start System	\$195.00
LED Side-Mirror Spotlights	\$175.00
Integrated Trailer Brake Controller	\$275.00
LED Box Lighting	\$125.00
110V/400W Outlet	\$200.00
Spray-In Bedliner (Pre-Installed)	\$495.00
California Emissions System	N/C
Dealer Order For California States Registration	N/C
Oxford White	N/C
Medium Earth Gray	N/C

and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability system. See salesperson for the most current information.

2016 F-150, SuperCrew Cab Styleside
4x4 SuperCrew Cab Styleside 5.5' box 145" WB XLT(W1E)

SUBTOTAL	\$46,185.00
Destination Charge	\$1,195.00
<hr/>	
TOTAL	\$47,380.00
Government price, FOB Tigard	\$33,537.00

and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability system. See salesperson for the most current information.

Council Discussion



2) Old Business

A) Tony Hess Reports on Forest Park Shelter Project

- Eagle Scout has been working with adult assistance. The prebuilt trusses will be installed Sat 6/19 with signage.

B) Park Projects

- Cottage Street: 2 new 4' benches.

- Creekside Court: 1 picnic bench, lots of potential for beautification

- Doc Griffin: signs have been refreshed. But still lacking a sign on 4th street. Suggest changing sign on northern border to parking lot side

- Forest Park:

Maintenance, \$500

Capital

2 rest shelters

ADA Picnic Area @ P-1

- lots of issues with it being an attractive spot,

- easy to patrol but could attract problems with waste and after hours use.

- good gathering and interpretive spot

- would eventually need a vault toilet. No construction but \$30K

- bids are already accepted, trash collection

- **ADA accessible area is sorely needed**

- discussion about fire and police response times and radio contact

- potentially going to be grading out the area when the equipment is in there notching the dam

anyway.

- 1 rest shelter is underway / 1 is planned

- 3 new kiosks have already been installed, one more might be needed at quarry.

- bridge at the upper end of the reservoir might not be needed since the design has changed for the removal.

- If could only do one, the picnic area.

- Nunan Square: Drinking fountain is in. Waiting for direction to order benches to make sure the style of the new benches up at Peter Britt was acceptable. They have been well received. Probably only going to cut it down to 2 4' benches from the 4 that were there originally.

- Peter Britt: New bench is in, thanks to the Boosters for funding it.

- Pheasant Meadows: the pea gravel is not current, but is grandfathered in.

- Veteran's Park: Planned relocation of the flag sockets to be done by Boosters.

E) Forest Park Tours: have been very popular. People have been enjoying the hikes, extending them up to 5 miles with enthusiastic response. 16 on the first. Moderate pace, various abilities.

F) Recycling Update: 2 recycle bins at Doc Griffin Park for pilot program.

Action/Discussion Items:

A) Steve Calderon - Laser Tag Company. Would like to add the Forest Park as a venue. Would contribute \$50 fee each use. Have a regular event in Bear Creek Park. Do private events, other public events. Would like to get kids off the couch and into the woods.

New business, no reported injuries to date. 12 people at a time, need \$2M in liability insurance. Mostly weekends, generally 1200-1800. They are responsible for the cleanup. Lots of concern for wildlife, wildflowers, impacts.

Essentially a new type of permit that we aren't prepared to serve, legislate and judge the merits of one group versus another. This is a commercial, potentially impactful use. No guidelines for the recorder to follow. No procedure to follow. Forest Park has a primary trails use (hiking, biking and equestrian use). The council would have to designate that this type of use is acceptable in the Forest Park and establish the program guidelines, especially around for profit use. Concern around liability for a free versus paid event. Decline to recommend.

>>Excerpt to Steve

B) Pat Dahl Memorial : left \$20K for a park memorial. Discussion about appropriate sites, Sheffel-Thurston is mentioned for existing rock and appropriate memory. It could be easily done on site by local companies like Oregon Granite. Chair will consult with Pat's near and dear.

C) Status of Vineyard View Parks Bench placement: Not a City Park, was included erroneously included on the inventory offered as part of the resolution thought the administrator. The property actually is the city's, but that does not make it a park. The city does not maintain them as a common area, the CCRs dictate that the homeowner's association maintain them and therefore their standards apply, not the cities. Council will have to correct the inadvertent cooption with another resolution.

D) Next Park inventory: Pheasant, Nunan, Cottage. Date to be determined by schedule

Consideration of banning smoking in City Parks.

Widespread in Oregon today. Already banned in Skate Park, Forest Park, Cemetery.

The micro-litter from the butts is an eyesore.

Primarily a signage issue

Precedence is set, would recommend it becomes consistent.

Bernie Croucher volunteers to be the committee liaison to the process.

Rob Buerk - Resignation creates a position on the committee. Becca Kem is recommended.

Kandie McClain nominated for Vice Chair by Bernie and Seconded by Steve, carried unanimously.

Other Business:

Parks Liability Review was very complimentary

New clock and button for spray park.

Button is now on a pedestal so it doesn't get stomped on

Some new emitters to make the park fresh for the kids who use it.

Daisy Creek - some plantings have been done by RVCOG

September 21st 1700 suggested as a time for new meeting