

MEMO

CITY OF JACKSONVILLE

To: City Council

From: Jeff Alvis, City Administrator

Date: July 28, 2015

Subject: Light Council Meeting

FYI..... The August 4, 2015 City Council meeting will be very light. We had a couple items fall off the agenda for this meeting.



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

**CITY COUNCIL
City Council Meeting**

**August 4, 2015
6:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2)
 - a. **MINUTES (July 21, 2015)**
 - 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 Kerneen
Jeff Alvis: Miller House, Waterline Agreement Scheuneman SO. Oregon, Planning Department Update
Stacey McNichols: Springbrook Update
 - b. **Planning Department** – Ian Foster
 - c. **Police Department** - Chief Towe
 - d. **Fire Department** - Chief Hull
- 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. **Discuss Rogue Disposal's Green Waste Program and Service Rate Increase – Garry Penning**
 - b. **Set Public Hearing: Comprehensive Plan and Zoning Map Amendment**
- 6) **MAYOR AND COUNCIL COMMITTEE REPORTS**
- 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 online on the City of Jacksonville website <http://www.jacksonvilleor.us>.

July 21, 2015 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, and Mayor Becker. Absent: Councilor Bennington
Staff Present: Jeff Alvis, Devin Hull, Eric Villarreal, and Kimberlyn Kerneen. Absent: Stacey McNichols
- 2) a. **MINUTES (minutes from July 7, 2015 meeting)**
Move to: Approval
Motion by: Councilor Lewis
Seconded by: Councilor Gregg
Vote:
Ayes: Unanimous
Motion Carries

b. **BILLS LIST**
Move to: Approve the Bills
Motion by: Councilor Jesser
Seconded by: Councilor Garcia
Roll Call Vote:
Ayes: Unanimous
Motion Carries
Council asked questions. Jeff 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 Kerneen
Jeff Alvis:
Doc Griffin Park: Councilor Wall had concerns last week in regards to the spray park wall at Doc Griffin Park. Jeff assures Council there are no health concerns and Public Works has already removed the chlorine residuals. All the dead tree limbs have been trimmed and cleaned up at Doc Griffin Park.
Update on Courthouse: The Seismic is complete and we came in under bid by \$16,000.
Medford Water Proposal Rate Increase: They have come in with a cost of service study that will cause a rate increase for outside city users by 42%. This increase will take effect in January. Mayor Becker is concerned about Royal Mobile Estates. He wants to make sure they get 90 days advance notice for billing purposes.
Update on Courthouse (cont.): Since the seismic is complete we are currently starting sprinklers. Construction drawings will be presented Thursday and we will be into Phase II. We will be getting proposals on electrical, mechanical and plumbing and Council will be seeing this information coming before them within the next month or so.
 - b. **Planning Department** – Ian Foster
 - c. **Police Department** – Chief Towe
 - d. **Fire Department**
Chief Hull:
4th of July BBQ Update: It was a successful day serving almost 500 hot dogs. The Fire Department could not have pulled this event off without the help of Public Works, the CERT team and our Police Department.

Fire Hazard issues at Britt Garden: Councilor Wall had concerns last week with the smoking area at Britt Garden. Chief Hull researched these concerns and found a lot of State statues and laws regarding smoking in public and private venues. He continued to state this is something Britt needs to look at as a private organization. Chief Hull feels this is really a code enforcement of State statues and not Fire code issues.

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. Appoint Budget Committee Member

Public Comment: None

Council Discussion: None

Move to: His approval as a Budget Committee Member.

Motion by: Councilor Lewis

Seconded by: Councilor Garcia

Vote:

Ayes: Unanimous

Motion Carries

b. Direct Promotion Public Works Dept.

Public Comment: None

Council Discussion: Jeff Alvis presents to Council the Personnel Committee recommendation to promote Eric Villarreal to our vacant Utility II position.

Move to: Approve Eric to become a full time employee of the City of Jacksonville.

Motion by: Councilor Jesser

Seconded by: Councilor Garcia

Roll Call Vote:

Ayes: 6

Nays: 0

Motion Carries

c. SCA Grant/RES # R2015-010

Public Comment: None

Council Discussion: Jeff Alvis explained the need for this grant. Council asked questions. Jeff answered.

Move to: Approve Resolution R2015-010 Special City Allotment.

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Roll Call Vote:

Ayes: 6

Nays: 0

Motion Carries

d. Discuss Surplus Property (Cochran)/Set Public Hearing

Public Comment: Bill Stanton - 265 Laurelwood Dr. Jacksonville. Or 97530: Bill was on the Land and Building Committee about ten years ago and this property was reviewed during his tenure. Ten years ago the committee agreed to sell the property.

Council Discussion: Jeff Alvis presented a request from Chris Cochran to surplus tax lot 2100. Jeff displayed maps on PowerPoint to show Council the exact location. Council asked questions. Jeff answered.

Move to: Have a public hearing September 1st in regards to the surplus of the Cochran property.

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Motion was withdrawn

Move to: Set a public hearing for Sept 1st to address surplusings of City land, Tax lot 2100 to the Cochran's.

Motion by: Councilor Jesser

Seconded by: Councilor Lewis

Roll Call Vote:

Ayes: 6

Nays: 0

Motion Carries

e. Amending a Motion

Public Comment: None

Council Discussion: Jeff Alvis and Kimberlyn Kerneen gave Council a better understanding on how to amend a motion from a previous meeting. Council asked questions. Mayor Becker, Jeff and Kim answered.

6) MAYOR AND COUNCIL COMMITTEE REPORTS

- a. **Councilor Wall:** No report
- b. **Councilor Greg:** No report
- c. **Councilor Lewis:** No report
- d. **Councilor Jesser:** Gave a report on the July 13th Cemetery Commission meeting. JOBA will be holding a board meeting on Monday to discuss a merger with the Chambers.
- e. **Councilor Garcia:** Reminded Council of the Parks Committee meeting set for July 30th at 5:00 pm in Doc Griffin Park. Councilor Garcia gave a quick outline of the agenda.
- f. **Mayor Becker:** Informed Council the pews that were in Old City Hall for so many years are being stored in the basement and need to be sold to make room for storage. Council discussed different possibilities for the sale of the pews. Mayor Becker sates we will get started on the process and get back to Council on this matter.

7) ADJOURN 7:00 pm

Paul Becker, Mayor

Kimberlyn Kerneen, City Recorder

Date approved: _____

**CITY OF JACKSONVILLE
Bills Against the City - City Council
AUGUST 4, 2015**

GENERAL FUND - ADMINISTRATION DEPARTMENT		
Vendor Name	Description	Amount
Chris Silva Painting	materials for exterior painting of Miller house	2,500.00
David Forrest	support for mayor comp. new admin asst comp w/set up	1,032.91
League of Oregon Cities	annual membership dues 2015-2016	2,189.33
Miller Paint Co. Inc.	latex glazing for miller house	5.05
Paul Becker	mileage & per diem for Mayor's Conference	235.20
		5,962.49
GENERAL FUND - POLICE DEPARTMENT		
Vendor Name	Description	Amount
City of Medford	fuel for PD June 2015	861.80
Quench & Drench	PD vehicle maintenance	10.50
		872.30
GENERAL FUND - PLANNING DEPARTMENT		
Vendor Name	Description	Amount
David Forrest	set up new user copied email - planning dept	102.92
		102.92
FIRE PROTECTION FUND		
Vendor Name	Description	Amount
Brandon Bowers	fuel reimbursement - training	19.25
Cascade Fire Equipment	supplies for FD	44.00
City of Medford	FD vehicle maintenance	270.27
City of Medford	fuel for FD June 2015	363.09
Mercy Flights Inc.	medical supplies	234.10
Rogue Interagency Training Assoc.	annual membership dues 2015-2016	100.00
Southern Oregon Signs LLC	signs for FD	160.00
Two Dogs Fabricating - LLC	fabricate & install chain saw holder / mounts for jaws of life	1,373.00
		2,563.71
CEMETERY FUND		
Vendor Name	Description	Amount
Rogue Valley Council of Governments	work on land use applications	579.08
		579.08
STREETS FUND		
Vendor Name	Description	Amount
Bartlett Tree Service LLC	removal of cottonwoods & clean up debris @ creekside park	885.00
Bradley's Excavation Inc.	guard rails for elm street - fabrication & installation	7,133.00
Buffaloe Graphics	shirts for street dept	56.00
Hubbard's Home Center	hackzall kit with wrench & saw blade set	558.97
Hubbard's Home Center	starter rope and for street equip.	26.60
		8,659.57
WATER FUND		
Vendor Name	Description	Amount
Alliance Concrete Enclosers Inc.	painted parking bumpers for water dept	376.00
Bradley's Excavation Inc.	repair of water main break on S. 4th St.	2,626.00
David Forrest	work with water comp & springbrook	47.50
Pacific Electrical Contractors	hook up motor for madrona pump station	297.50
		3,347.00

Vendor Name	Description	Amount
PARKS FUND		
Vendor Name	Description	Amount
Bartlett Tree Service LLC	clean up @ doc griffin park	1,750.00
Dogpoopbags.com LLC	dog clean up bags for parks	322.24
Jacksonville Chamber of Commerce	reimb. Visitor's center exp - July 2015	4,821.96
Salvador Salazar	lawn maintenance for parks	800.00
		7,694.20
CAPITAL PROJECT FUND		
Vendor Name	Description	Amount
Glacier Heating and Air	repair on beekman bank A/C	479.50
Grounded Electrical	consultation on 1st floor electrical outlets - courthouse	200.00
Grounded Electrical	electrical work @ beekman bank	298.00
Rogue Valley Council of Governments	jacksonville dam funding	3,250.00
		4,227.50
	TOTAL:	34,008.77
APPROVED BY:	DATE:	

July 30, 2015



Jeffrey Alvis, City Administrator
City of Jacksonville
P.O. Box 7
110 E. Main St
Jacksonville, OR 97530

One West Main, Suite 401
Medford, OR 97501
541 779 4161
roguedisposal.com

Re: Rogue Disposal & Recycling, Inc.
Special Rate Review Request

Dear Mr. Alvis:

Please accept this letter as our request for a Special Rate Review under section 7.3 of the Solid Waste Collection Franchise Agreement effective January 1, 1998, between the City of Jacksonville and Rogue Disposal and Recycling, Inc. ("RDR"). We are requesting a 44.4 percent increase on our optional subscription green waste program, effective January 1, 2016.

The green waste program was established in 1999 initially as a pilot program in order to increase RDR's landfill waste diversion efforts. The initial rate for this pilot program was \$3.50 per month, and that rate has never been adjusted to reflect changes in the cost of providing the service, it has only had CPI adjustments applied, beginning in 2007. The City of Jacksonville has approximately 225 subscribers.

The cost of service analysis ("COSA") done by our independent CPA shows that green waste rates are significantly below what they need to be for providing this service. However, as with the initial program, charging customers the full cost of service for green waste could cause customers to abandon the service, reduce diversion rates, and increase green waste going to the landfill; all negative consequences. To avoid these negative consequences, RDR is asking for a green waste rate increase for an amount that we believe will meet with market acceptance without causing significant loss in customer participation, thus allowing the program to return to financial sustainability while preserving our waste diversion policy objectives. The proposed rate is also consistent with the rates charged by other haulers in our region, and around the state.

The green waste rate is currently \$4.50 per month for customers who are on garbage service, and \$5.77 without garbage service. The requested percentage above would result in the following new rates; \$6.50 per month for customers who are on garbage service, and \$8.33 without garbage service.

In conclusion, we respectfully request that the City authorize Rogue Disposal & Recycling, Inc. to increase its subscription green waste program rates by 44.4 percent, effective January 1, 2016.

Thank you for the privilege of serving the City of Jacksonville.

Sincerely,

Garry L. Penning
Director of Governmental Affairs
Rogue Disposal and Recycling, Inc.

MEMO

CITY OF JACKSONVILLE

To: City Council

From: Jeff Alvis, City Administrator

Date: July 28, 2015

Subject: Comprehensive Plan and Zoning Map Amendment

We will be setting a public hearing on our cemetery property for September 1, 2015.

COUNCIL DISCUSSION

Water Dept. management & employees - a couple of weeks ago, we called you because our sprinkler system was making a pounding noise. You came out twice, first to check the problem and then to install a new water meter. This all took less than 45 minutes and solved the problem. Thank you so much for your quick response to our concern.

Dave Seiden
230 Stagecoach Dr.