



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

**CITY COUNCIL
City Council Meeting**

**August 16, 2016
6:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2)
 - a. **MINUTES (August 2, 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 Bray / 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. **First Presbyterian Church Request For City Wide Yard Sale**
- 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>.

August 2, 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 Jessor, Garcia, Gregg, Wall, Lewis, Bennington and Mayor Becker.
Staff Present: Administrator Alvis, Finance Director Bray, Recorder Collins, and Principal Planner Foster
- 2) **a. MINUTES (minutes from July 19, 2016 meeting)**
Move to: Approval
Motion by: Councilor Garcia
Seconded by: Councilor Lewis
Vote:
Ayes: Unanimous
Motion Carries

b. BILLS LIST
Move to: Approval as Submitted
Motion by: Councilor Lewis
Seconded by: Councilor Jessor
Roll Call Vote:
Ayes: 6
Nays: 0
Abstain: 1 – Council Wall: Didn't understand a charge on the bills list and wanted to know what it was first.
Motion Carries
Council asked questions. Administrator Alvis answered.
- 3) **PUBLIC COMMENT (items not on the agenda) limited to 3 minutes per speaker.**
Patricia Gordon - 678 Hueners Ln. #E, Jacksonville, Or 97530 – Inquired about access to the new City Hall and to records. Administrator Alvis and Finance Director Bray answered.
- 4) **STAFF / DEPARTMENT REPORTS**
 - a. **Admin Department** - Jeff Alvis / Stacey Bray / Kimberlyn Collins
Administrator Alvis: Reported to council he was going to present a PowerPoint for the dam project but he will have to wait until the next meeting.

Finance Director Bray: Spoke to council about the closing on the Miller House, ADA access to new City offices, mailboxes for council and new location of dropbox.
 - b. **Planning Department**
Ian Foster: Update council on HPR Grants, Keegan House, part-time planner, Buildable Lands Inventory and Rare Intern.
 - c. **Police Department** - Chief Towe
 - d. **Fire Department** - Chief Hull
 - e. **Mayor**

Mayor Becker: Updated council on the OMA conference. Mayor Becker thanked the council for their service. Announced the Historical Trust is coming tomorrow to tour the new City offices.

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. **Ordinance No. O2016-006 An Ordinance Approving Vacation Of A Portion Of Ninth Street Between D Street And E Street, Located Within The City Of Jacksonville, Oregon and Accepting Reservation Of Easement To The City**

Public Comment: None

Council Discussion: Mayor read ordinance.

Move to: Approve ORD O2016-006 and second reading by title only.

Motion by: Councilor Jesser

Seconded by: Councilor Garcia

Roll Call Vote:

Ayes: 7

Nays: 0

Motion carries

Move to: Approve of second reading of ORD O2016-006 and for its adoption.

Motion by: Councilor Lewis

Seconded by: Councilor Garcia

Roll Call Vote:

Ayes: 7

Nays: 0

Motion carries

b. **Discussion of Fire Surcharge**

Public Comment: Carol Knapp – 260 S. Oregon St., Jacksonville, Or 97530, Spoke to the fire surcharge and explained how she believes a fire district would be more beneficial and give stable funding to the City and its residents.

Council Discussion: Councilor Gregg reported on the Public Safety Committees findings for the discounts on the Fire Surcharge. Council asked questions. Councilor Gregg answered.

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

- a. Councilor Wall: No Report. Councilor Wall reports she was the one who asked staff to show her how the ADA elevator works.
- b. Councilor Gregg: No Report.
- c. Councilor Jesser: No Report.
- d. Councilor Lewis: Informed Administrator Alvis and Mayor Becker they should be expecting a call from Ben Truwe. He would like to go before City Council and request a name change for Daisy Creek to Dairy Creek.
- e. Councilor Garcia: Spoke to the ITS Plan being on the agenda next City Council meeting, Next Parks meeting is on September 21 at 5:00 pm, PERS is forecast to fall short of projections.

- f. Councilor Bennington: Expanded on Councilor Garcia's comments on PERS. Spoke to the need for more help in the Planning Dept. Councilor Bennington gave his highest recommendation to Administrator Alvis and staff for the work that was done on the new City offices.

7) **ADJOURN 6:58 pm**

Paul Becker, Mayor

Kimberlyn Collins, City Recorder

Date approved: _____

**CITY OF JACKSONVILLE
Bills Against the City - City Council
AUGUST 16, 2016**

GENERAL FUND - ADMINISTRATION DEPARTMENT

| Vendor Name | Description | Amount |
|-----------------------------------|---|-----------------|
| A One Exterminators Inc. | quarterly pest control St. Andrews Church | 100.00 |
| A One Exterminators Inc. | quarterly pest control - Miller House | 99.00 |
| Data Center West | monthly IT services | 98.07 |
| Driver and Motor Vehicle Services | DMV records | 3.00 |
| League of Oregon Cities | annual conference - Jim Lewis | 415.00 |
| Southern Oregon Media Group | notice of election - charter | 223.39 |
| Staples Advantage | office supplies for admin | 196.59 |
| | | |
| | | 1,135.05 |

GENERAL FUND - POLICE DEPARTMENT

| Vendor Name | Description | Amount |
|------------------------|---|-----------------|
| Central Point Cleaners | uniform cleaning - PD | 78.20 |
| City of Medford | fuel for Police Dept - July 2016 | 607.15 |
| Data Center West | monthly IT services | 26.16 |
| Dick's Wrecker Service | tow PD vehicle to Lockwood's Automotive | 40.00 |
| Lockwoods Automotive | vehicle maintenance - unit 4503 | 445.80 |
| Lockwoods Automotive | vehicle maintenance - Tahoe | 850.76 |
| | | |
| | | 2,048.07 |

GENERAL FUND - PLANNING DEPARTMENT

| Vendor Name | Description | Amount |
|--------------------|------------------------------|---------------|
| Data Center West | monthly IT services | 54.50 |
| Staples Advantage | office supplies for planning | 96.50 |
| | | |
| | | 151.00 |

FIRE PROTECTION FUND

| Vendor Name | Description | Amount |
|--|---------------------------------------|-----------------|
| AlSCO | Janitorial Supplies | 264.39 |
| B & B Fire Suppression LLC | blackberry clean up - firewise grant | 875.00 |
| Bi-Mart | cleaning supplies for fire dept | 9.48 |
| Blackbird Shopping Center | supplies for fire dept | 33.98 |
| City of Medford | fuel for Fire Dept - July 2016 | 238.51 |
| City of Medford | vehicle maintenance - Fire Dept | 61.73 |
| Data Center West | monthly IT services | 26.16 |
| Grover Electric and Plumbing Supply Co. | supplies for building maintenance | 131.20 |
| Mobile Installations | install chargers / lights on FD units | 1,175.00 |
| Weldon's Cleaning Center | uniform cleaning - FD | 51.00 |
| Witmer Public Safety Group Inc. | fire axe for fire dept | 430.78 |
| Zep Sales & Service Acuity Specialty Products Inc. | cleaning supplies for FD | 145.00 |
| | | |
| | | 3,442.23 |

CEMETERY FUND

| Vendor Name | Description | Amount |
|------------------------------|-----------------------|---------------|
| Standard Supply Company Inc. | supplies for cemetery | 12.62 |
| | | |
| | | 12.62 |

STREETS FUND

| Vendor Name | Description | Amount |
|----------------------------------|---|---------------|
| AlSCO | Janitorial Supplies | 209.83 |
| Batteries Plus Bulbs #208 | batteries for street dept | 41.36 |
| Blackbird Shopping Center | ant killer and supplies for street dept | 18.57 |
| Blackbird Shopping Center | boots for PW employee | 103.49 |
| Buffaloe Graphics | uniforms for PW employees | 230.00 |
| Buffaloe Graphics | uniforms for PW employees | 231.00 |
| City of Medford | street sweeper maintenance | 359.87 |
| Hubbard's Home Center | part for street equipment | 10.00 |
| Jacksonville Lumber Co. | supplies for street maintenance | 41.25 |
| Medford Tools & Supply Inc. | tools for street dept | 85.80 |
| Medford Tools & Supply Inc. | tools for shop | 43.96 |
| Medford Tools & Supply Inc. | jack for street equipment | 170.95 |
| Pape' Material Handling Exchange | parts for shop | 91.11 |

Jacksonville City Council Agenda Item Report



First Presbyterian Church Request For City Wide Yard Sale

Date: August 8, 2016
From: Jeff Alvis, City Administrator

City Council Meeting: September 16, 2016
Agenda Item: 5a.

Synopsis:

The First Presbyterian Church is requesting adjustments to the set-up time for the City Wide Yard Sale that will take place September 9-11, 2016.

First Presbyterian Church would like extended hours for set up time on the 8th of September. *JMC 5.04.10 C (1) (a) states: Set-up may begin the Thursday before the sale itself after 6:00 p.m. and set-up must cease by 10:00 p.m.* The church requests to begin set up at 8:00 am. No items will be sold on Thursday, September 8, 2016. City Council has granted their request in the past.

Fiscal Impact:

N/A

Recommendations:

Approve First Presbyterian Church to have an early start time for set up on the 8th of September starting at 8 am.

Exhibits:

Exhibit "A" – Letter: First Presbyterian Church – Lori Hanson & Nancy McKinley



FIRST PRESBYTERIAN CHURCH

OF JACKSONVILLE, OREGON

“A Family Church for the Family of God”

www.jvillepres.org

Date: August 9, 2016

To: Kimberlyn Collins - for City Council Meeting, August 16

RE: Jacksonville Yard Sale – September 8-10, 2016

This request is in reference to a call between Kimberlyn and Lori Hanson regarding the set-up times for the upcoming Jacksonville Yard Sale. We would like to ask for more time to set-up due to the sheer volume of items that we need to organize (which covers the entire lawn at the Historic Jacksonville Presbyterian Church, 405 East California). In addition, because of the many trucks and people delivering items to us, the current 6:00 pm Thursday time would increase traffic immensely during the “rush hour” traffic in the evening through Jacksonville. Thus, we are once again requesting an earlier set-up time on Thursday starting at 8:00 am, as we have done the last 10 years.

We wanted the Council to know that we will not be doing any early selling, but will strictly abide by the rules to sell only on Friday and Saturday. We are doing this as a non-profit to help our high school students so they can raise money to attend our annual Mexico mission trip in June, where we build homes for families in need.

We want to thank you for your time and consideration of our request.

Lori K. Hanson 360-509-3244
Nancy McKinley 541-899-7054

City Council
August 16, 2016
Agenda Item 5a.
Exhibit "A"

P.O. BOX 297 • 425 MIDDLE STREET • JACKSONVILLE, OR 97530 • 541-899-1287

PASTOR: Lawrence E. Jung • PASTOR OF DISCIPLESHIP & MISSIONS: Richard Evans • DIRECTOR OF OPERATIONS: Mark Offord
CHILDREN'S MINISTRIES: Janet Christian • YOUTH MINISTRIES: Dustin Thompson • MUSIC TEAM LEADER: Doug Hanson