

Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, June 5, 2014
6:00 p.m.

I. Call to Order

- A. Roll call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

- 1. This meeting is being digitally recorded.
- 2. The next Planning Commission meeting will be held on June 12 at 6:30 p.m. in the City Council Chamber.
- 3. The next meeting of the City Council will be on June 19 at 6:00 p.m. in the City Council Chamber.

II. Public Comment

The public may comment on agenda items as they come up for discussion, but before deliberation by the Council.

III. Presentation

None

IV. Consent Calendar

- A. Accounts Payable, \$15,340.35 (pg. 3)
- B. Regular Meeting Minutes of May 15, 2014 (pg. 4-5)

V. Written Communications

None

VI. Staff Reports

City Administrator

VII. Unfinished Business

None

VIII. Public Hearing

- A. Before the City Council on Approved Budget for 2014-2015
- B. Before the City Council on Use of State Revenues
 - 1. Cigarette and Liquor Tax to be Used for Police Services
 - 2. Gasoline Tax to be Used for Street Maintenance

IX. New Business

- A. Resolution 14-10 – Declaring the City of Shady Cove’s Election to Receive State Revenues (pg. 6)
- B. Resolution 14-11 – Certifying that the City of Shady Cove Provides Four or More Municipal Services Enumerated in ORS 221.710(1) (pg. 7-8)
- C. Resolution 14-12 – Authorizing a City of Shady Cove Contract for Public Works Construction With Copeland Construction, LLC for Storm Drainage Improvements, Whispering Pines Terrace and Chevney Way (pg. 9)
- D. Resolution 14-13 – Authorizing a City of Shady Cove Personal/Professional Services Contract with FCS Group for SDC Methodology for Storm Water, Wastewater, Transportation and Parks (pg. 10)

X. Public Comment on Non-Agenda Items

Public must state name and address and standing to discuss issue. Issues must have city-wide impact and not be personal issues.

XI. Council Comments

XII. Adjournment

**City of Shady Cove
Unpaid Bills Report
May 15, 2014 to June 2, 2014**

<u>Payee</u>	<u>Amount</u>	<u>Description</u>
Avista	\$30.20	Utilities
Canon Solutions	\$70.15	Copies
CenturyLink LD	\$36.17	Long Distance
CenturyLink Svcs.	\$657.01	Phone Services
Celtic Circle	\$700.00	Shop Rent
Christian, David	\$270.00	Radio Programming/ Equipment
CIS Trust	\$33.22	Insurance
Crystal Fresh	\$33.00	Water
Finance & Accounting Officer, USACE	\$58.81	2014-2015 Administrative Fee
Jermain, Debby	\$69.91	Training - Fuel Reimbursement
KAS & Associates	\$1,421.40	Engineering
Medford Fuel	\$175.04	Public Works Gasoline/Diesel
ODOT	\$2,613.12	TE Project Storm/Transportation
OMA	\$425.00	Conference
Pacific Power	\$1,205.87	Utilities
PAPE Machinery	\$125.51	Equipment Maintenance
Pitney Purchase Power	\$400.00	Postage
Postmaster	\$306.47	Utility Billing Postage
Southern Oregon Sanitation	\$98.50	Sanitation
Staples Advantage	\$115.84	Office Supplies
Stewards	\$75.00	Monthly Fee
URI	\$197.63	Ad/Publication
Washington Federal	\$6,222.50	GO-Bond Interest Payment
Total:	\$15,340.35	

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, May 15, 2014

CALL TO ORDER

Mayor Anderson called the Regular City Council Meeting to order at 6:00 p.m. in the City Council Chamber.

Council Present: Mayor Anderson, Councilor Hughes, Councilor Hayes, Councilor Ulrich and Councilor Sanderson.

Staff Present: Aaron Prunty, City Administrator Pro Tem and Debby Jermain, Planning Secretary

ANNOUNCEMENTS

The Mayor led the audience in the flag salute and made the announcements on the agenda.

CONSENT CALENDAR

Accounts Payable: \$117,017.88 (Revised)
Regular Meeting Minutes of May 1, 2014

Motion to Approve the Consent Calendar.

Motion: Councilor Ulrich Second: Councilor Sanderson
All ayes. Motion carried 5-0

WRITTEN COMMUNICATIONS

None.

STAFF REPORTS

Deputy Hohl commented on the noise disturbance call received last weekend, the number of citizen calls to report the noise, and the actions taken by the Sheriff's Department.

City Administrator

City Administrator Pro Tem, Aaron Prunty advised Council that he and planning secretary, Debby Jermain, will attend a planning conference in Portland and Debby Jermain will attend a floodplain conference the first week of June. He also noted the storm drain project would be awarded at the June 5 council meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Resolution 14-09 – Approving a Three-Year Employment Agreement and Appointing Aaron Prunty Shady Cove Administrator

City Administrator Pro Tem read Resolution 14-09 in its entirety. Council discussion included clarification of the performance evaluation, outside employment, and severance package.

Motion to approve a three-year employment agreement and appointing Aaron Prunty Shady Cove Administrator.

Motion: Councilor Ulrich Second: Councilor Sanderson
All ayes. Motion carried 5-0

B. Vacation Rentals (based on citizen input to both the Planning Commission and City Council)

Council concurred their intent is to implement a formal and structured trial for allowing vacation rentals in a residential zone. Councilor Hughes stated this is not a good time to take on this project due to staff shortage and cost of the ordinance amendment.

Public comments included residential concerns, length of trial and the opportunity to bring new business to the city.

Council agreed to form a 5-member committee consisting of Mayor Anderson, Councilor Sanderson, City Administrator, and two members of the vacation rental owner coalition Suzanne Falces and Kathy Parara to establish the "trial" rules and procedures.

Motion to authorize implementation of a structured trial.

Motion: Councilor Ulrich Second: Councilor Sanderson
4 ayes. 1 nay (Councilor Hughes) Motion carried 4-1

PUBLIC COMMENT ON NON-AGENDA ITEMS

Steve Mitchell requested staff find out the cost of all city street repairs. Joyce Todd expressed concern with disrepair of the Jackson County Upper Rogue Regional Park. Heather Johnson read into the record a poem from Ray Johnson.

COUNCIL COMMENTS

None.

ADJOURNMENT

The Mayor adjourned the regular meeting at 7:14 pm.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Hayes _____
Councilor Sanderson _____

Councilor Ulrich _____
Councilor Hughes _____

City of Shady Cove

Resolution 14-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON
DECLARING THE CITY OF SHADY COVE'S ELECTION TO RECEIVE STATE
REVENUES**

Whereas, ORS 221.770(1) states

"A city shall not be included in apportionments or receive distributions under this section for a fiscal year commencing on July 1 unless the city: (a); Elects to receive distributions under this section for the fiscal year by enactment of an ordinance or resolution expressing that election and filing a copy of that ordinance or resolution with the Oregon Department of Administrative Services not later than July 31 of the fiscal year."

The City Council of the City of Shady Cove Resolves as follows:

Pursuant to ORS 221.770(1)(a), the City of Shady Cove hereby elects to receive State Revenues for Fiscal Year 2014-2015.

Effective Date: This Resolution shall be effective on July 1, 2014 for Fiscal Year 2014-2015.

Adopted this 5th of June, 2014.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Hughes _____
Councilor Hayes _____
Councilor Ulrich _____
Councilor Sanderson _____

City of Shady Cove

Resolution No. 14-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON CERTIFYING THAT THE CITY OF SHADY COVE PROVIDES THE FOLLOWING FOUR OR MORE MUNICIPAL SERVICES ENUMERATED IN ORS 221.760 (1)

Whereas, ORS 221.760 (1) states:

The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall disburse such funds in the case of a city located within a county having more than 100,000 inhabitants, according to the most recent federal decennial census, only if the officer reasonably is satisfied that the city meets the requirements set out in subsection (2) of this section, or if the city provides four or more of the following municipal services:

- (a) Police protection.
- (b) Fire protection.
- (c) Street construction, maintenance and lighting.
- (d) Sanitary sewers.
- (e) Storm sewers.
- (f) Planning, zoning and subdivision control.
- (g) One or more utility services.

The City Council of the City of Shady Cove Resolves as follows:

The City of Shady Cove hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police protection
- (2) Street construction, maintenance, and lighting
- (3) Sanitary sewer
- (4) Storm sewers
- (5) Planning, zoning and subdivision control

Effective Date: This Resolution shall be effective on July 1, 2014 for Fiscal Year 2014-2015.

Adopted this 5th day of June, 2014.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Hughes _____
Councilor Hayes _____
Councilor Ulrich _____
Councilor Sanderson _____

City of Shady Cove

Resolution 14-12

A RESOLUTION AUTHORIZING A CITY OF SHADY COVE CONTRACT FOR PUBLIC WORKS CONSTRUCTION WITH COPELAND CONSTRUCTION LLC FOR STORM DRAINAGE IMPROVEMENTS, WHISPERING PINES TERRACE AND CHEVNEY WAY.

Whereas, the City Council performs an annual review of the Capital Improvement Plans (CIP) for Transportation, Storm Water, Wastewater and Parks; and

Whereas, the City Council passed Resolution 14-01 – Adopting the Capital Improvement Plans for Transportation, Storm Water, Wastewater and Parks System Development Charges on February 20, 2014; and

Whereas, the City Council recognized in the Storm Water CIP, Projects #4 – Terrace Place to Cleveland and Project #5 – Chevney Extension as significant storm water issues and necessary improvements; and

Whereas, the City Engineer advertised a request for bids and three contractors responded: Copeland Construction LLC in the amount of \$13,744.92; Pacific Pipeline in the amount of \$24,702.00; LaDuke Construction in the amount of \$39,666.00; and

Now, therefore be it resolved, by the City Council of the City of Shady Cove, Oregon:

1. The City Administrator is authorized to execute a City of Shady Cove Contract for public works construction with Copeland Construction, LLC for storm drainage improvements – Whispering Pines Terrace and Chevney Way in the amount not to exceed \$13,744.92.

Adopted by the City Council of the City of Shady Cove, Oregon this 5th day of June, 2014.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____

Councilor Hughes _____

Councilor Hayes _____

Councilor Ulrich _____

Councilor Sanderson _____

City of Shady Cove

Resolution No. 14-13

**A RESOLUTION AUTHORIZING A CITY OF SHADY COVE
PERSONAL/PROFESSIONAL CONTRACT WITH FCS GROUP FOR SYSTEM
DEVELOPMENT CHARGE METHODOLOGY FOR STORM WATER, WASTEWATER,
TRANSPORTATION AND PARKS**

Whereas, the City Council performs an annual review of the Capital Improvement Plans (CIP) for Transportation, Storm Water, Wastewater and Parks; and

Whereas, the City Council passed Resolution 14-01 – Adopting the Capital Improvement Plans for Transportation, Storm Water, Wastewater and Parks System Development Charges on February 20, 2014; and

Whereas, the City of Shady Cove put out a request for proposal for SDC Methodology; and

Whereas, two consultants responded: FCS Group in the amount of 31,845.00; and Civil West Engineering Services, Inc. in the amount of \$35,068.00; and

Now, therefore be it resolved, by the City Council of the City of Shady Cove, Oregon:

- 1. The City Administrator is authorized to execute a City of Shady Cove Personal/ Professional Services Contract with FCS Group for SDC methodology in an amount not to exceed \$31,845.00.

Adopted by the City Council of the City of Shady Cove, Oregon this 5th day of June, 2014.

Approved:

Attest:

Tom Anderson
Mayor

Aaron Prunty
City Administrator

Council Vote:

Mayor Anderson _____
Councilor Hughes _____
Councilor Hayes _____
Councilor Ulrich _____
Councilor Sanderson _____