



**CITY OF JACKSONVILLE  
CITY COUNCIL AGENDA  
New City Hall – Assembly Room  
206 N Fifth St**

**IMPORTANT NOTE:** Due to COVID-19 masks are required to be worn in indoor spaces. This meeting will continue to be open to the public and will also be hosted virtually on Zoom for those who would like to attend virtually.

**INSTRUCTIONS:** You can join the meeting by clicking or entering the following link from your computer, smartphone, or tablet: <https://zoom.us/j/96481838991?pwd=OGRRMXBlaDdDNXIOWFNrczA0MUdLQT09>

You can also call **(669) 900-9128**. When prompted, enter the Meeting ID and passcode: **ID: 964 8183 8991 Passcode: 144747**

**CITY COUNCIL  
City Council Meeting**

**January 18, 2022  
12:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES**  
January 4, 2022  
**b. BILLS LIST**  
January 18, 2022
- 3) **ADJOURN**

**WORK SESSION**

- 1) **CALL TO ORDER**
- 2) **Work Session 2021 Recap and Discussion for 2022**
- 3) **Councilor Reports**
- 4) **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>.

## January 4, 2022, hosted in-person & via Zoom due to COVID-19 Pandemic

### 1) **CALL TO ORDER (includes call to order and roll call of attendees) 6:00 pm**

Present: Councilors Casaleggio, McClain, Selbe, Thompson, Gregg, Lewis, and Mayor Bowen

Absent:

Staff Present: Administrator Alvis, Finance Director Bray (via Zoom), and City Recorder Watson

### 2) **a. MINUTES (minutes from December 7, 2021 meeting)**

Move to: Approval of minutes for December 7<sup>th</sup>

Motion by: Councilor Thompson

Seconded by: Councilor McClain

Vote:

Ayes 7: Councilors Casaleggio, McClain, Selbe, Thompson, Gregg, Lewis, and Mayor Bowen

Nays 0:

Motion Carries Unanimously

### **b. BILLS LIST**

#### **December 21, 2021**

Move to: Approval

Motion by: Councilor Lewis

Seconded by: Councilor Casaleggio

Roll Call Vote:

Ayes 7: Councilors Casaleggio, McClain, Selbe, Thompson, Gregg, Lewis, and Mayor Bowen

Nay 0:

Motion Carries Unanimously

Councilor Lewis asks a specific question regarding an item on the bills list. Finance Director Bray answers.

#### **January 4, 2022**

Move to: Approval of bills list January 4<sup>th</sup>

Motion by: Councilor Thompson

Seconded by: Councilor Gregg

Roll Call Vote:

Ayes 7: Councilors Casaleggio, McClain, Selbe, Thompson, Gregg, Lewis, and Mayor Bowen

Nay 0:

Motion Carries Unanimously

### 3) **PUBLIC COMMENT (items **not** on the agenda) limited to 3 minutes per speaker.**

Brad Bennington PO Box 1896 Jacksonville speaks to contributions to the City by volunteers. Gives recognition to their work as well as to the City Council.

### 4) **STAFF / DEPARTMENT REPORTS**

**a. Admin Department** – Jeff Alvis/Stacey Bray / Angela Watson

Finance Director Bray speaks to:

- Audit presentation scheduled for February 1<sup>st</sup> City Council meeting
- Firefighter employment openings

- b. **Planning Department** -Ian Foster
- c. **Police Department** - Chief Towe
- d. **Fire Department** – Fire Chief Painter
- e. **Mayor** – Donna Bowen

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. **2020 Person of the Year – Carolyn Kingsnorth**

Public Comment: None.

Councilor Discussion: Mayor Bowen presents the 2020 Person of the Year award to Carolyn Kingsnorth. Carolyn speaks to the audience and City Council; and is thankful for the award.

b. **2021 Person of the Year – Kandee McClain**

Public Comment: None.

Councilor Discussion: Mayor Bowen presents the 2021 Person of the year award to Kandee McClain. Kandee speaks to the audience and City Council; and is thankful for the award.

c. **2021 Lifetime Achievement Award – Tony Hess**

Public Comment: None.

Councilor Discussion: Mayor Bowen presents the 2021 Lifetime Achievement Award to Tony Hess. Tony speaks to the audience and City Council; and is thankful for the award.

d. **Elect Council President**

Public Comment: None.

Councilor Discussion: Mayor Bowen explains the process to vote for Council President by ballot. Councilors vote by ballot, and City Recorder Watson tallies the results. Councilor Lewis is elected the Council President for 2022.

Ballot Vote:

Councilor Lewis (6): Councilors Gregg, Casaleggio, Lewis, McClain, Gregg, and Mayor Bowen

Councilor Casaleggio (1): Councilor Selbe

e. **Police Officer New Hire – Malik Evans**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary, request is to approve the hiring of Malik Evans pending background and psyche evaluation.

Motion to: Approval of the hire

Motion by: Councilor Lewis

Seconded by: Councilor Casaleggio

Roll Call Vote:

Ayes 7: Councilors Casaleggio, McClain, Selbe, Thompson, Gregg, Lewis, and Mayor Bowen

Nays 0:

Motion Carries Unanimously

Administrator Alvis states Malik Evans comes highly recommended by Fire Chief Painter.

**f. Appointment by Mayor of Council Members as Liaisons to Commissions and Committees**

Public Comment: None.

Councilor Discussion: Mayor Bowen appoints Council Members as Liaisons to the following Commission and Committees for 2022.

Cemetery Commission	Scott Selbe
Committee for Citizen Involvement	Andrea Thompson
Historic and Architectural Review Commission	Jim Lewis
Movie Committee	Donna Bowen
OSHA Committee	Steve Casaleggio
Parks and Visitors Services Committee	Mike McClain
Personnel Committee	Donna Bowen, Jim Lewis, Ken Gregg
Planning Commission	Steve Casaleggio
Transient Lodging Tax Committee	Ken Gregg
RVACT, MPO, RVCOG	Jim Lewis
RVCOG /RVACT Alternate	Scott Selbe
ECSO	Wayne Painter
ECSO Alternate	Jim Lewis

**g. Appoint Commission and Committee Members**

**1. Historic and Architectural Review Commission**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary regarding the re-appointment of the Historic & Architectural Review Commission members. Ray Wedel and Trish Murdoch would like to be considered for re-appointment.

Move to: So Moved

Motion by: Councilor Casaleggio

Seconded by: Councilor McClain

Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

**2. Budget Committee**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary regarding the re-appointment of the Budget Committee. Eric Rogers would like to be considered for re-appointment. Lori Buerk does not wish to be considered for re-appointment, therefore, there will be a vacant position.

Move to: Re-appointment of Eric Rogers to the Budget Committee

Motion by: Councilor McClain

Seconded by: Councilor Casaleggio

Roll Call Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

**3. Parks and Visitors Services Committee**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary regarding the re-appointment of the Parks and Visitors Services Committee members. Jessica Prins and Gary Sprague would like to be considered for re-appointment.

Move to: Reappointment of Jessica Prins and Gary Sprague to the Parks and Visitors Services Committee

Motion by: Councilor McClain

Seconded by: Councilor Lewis

Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

**4. Transient Lodging Expenditure Committee**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary regarding the re-appointment of the Transient Lodging Expenditure Committee members. Jacki Anderberg and Whit Parker would like to be considered for re-appointment.

Move to: Approval of Jacki Anderberg & Whit Parker for the Transient Lodging Expenditure Committee

Motion by: Councilor Casaleggio

Seconded by: Councilor Gregg

Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

**5. Committee for Citizen Involvement**

Public Comment: None.

Council Discussion: Mayor Bowen reads the summary regarding the re-appointment of the Committee for Citizen Involvement members. Jason Reilly, Linda Graham, and Whit Parker would like to be considered for re-appointment. Jo Stimson does not wish to be considered for re-appointment, therefore, there will be a vacant position.

Move to: Approval of reappointment to Whit Parker, Jason Reilly, and Linda Graham to the CCI

Motion by: Councilor Thompson

Seconded by: Councilor McClain

Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

**h. First Reading of Ordinance No. O2022-001 – An Ordinance Amending Jacksonville Municipal Code Title 1 – Revising Chapters 1.01, 1.04 and 1.05, Adding New Chapters 1.02 and 1.03 and Deleting Chapters 1.07, 1.08 and 1.12**

Public Comment: None.

Council Discussion: Mayor Bowen reads Ordinance No O2022-001 in its entirety.

Move to: Approval of first reading of Ordinance O2022-001 and second reading by title only on February 1, 2022, Council meeting

Motion by: Councilor Lewis

Seconded by: Councilor Thompson

Roll Call Vote:

Ayes (7): Councilors Casaleggio, McClain, Lewis, Gregg, Thompson, Selbe, and Mayor Bowen

Motion Carries Unanimously

Councilor Selbe asks a specific question regarding Section 2, page 2. Mayor Bowen and Councilor Casaleggio answer. Councilor Thompson thanks Councilor Casaleggio for a job well done.

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

- a. Councilor Lewis: No Report. Wants to acknowledge the recognition that the Public Works Department received from citizens in Jacksonville.
- b. Councilor Thompson: No Report for CCI.
- c. Councilor Gregg: No Report.
- d. Councilor McClain: No Report.
- e. Councilor Selbe: No Report.
- f. Councilor Casaleggio: No Report.
- g. Mayor Bowen thanks Councilors McClain and Casaleggio for the summaries written to honor the award recipients.

**7) ADJOURN: 7:00 pm**

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Donna Bowen, Mayor

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Angela Watson, City Recorder

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

**CITY OF JACKSONVILLE  
Bills Against the City - City Council  
JANUARY 18, 2022**

**GENERAL FUND - ADMINISTRATION DEPARTMENT**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Data Center West	monthly IT services	63.89
Data Center West	pbx server for VOIP phones	49.99
Data Center West	VOIP phone	300.00
Jarvis Dreyer Glatte & Larsen LLP	attorney svcs Dec 2021	475.00
Mighty.net LLC	VOIP phone consults	900.00
Staples Business Credit	2022 calendars	72.00
Staples Business Credit	supplies	112.45
		<b>1,973.33</b>

**GENERAL FUND - PLANNING DEPARTMENT**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Data Center West	monthly IT services	70.62
Rogue Valley Council of Governments	technology services Nov 2021	146.73
Rogue Valley Council of Governments	contract planner - Nov 2021	732.43
		<b>949.78</b>

**FIRE PROTECTION FUND**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
Data Center West	monthly IT services	27.91
Industrial Source	fire extinguisher servicing	69.71
		<b>97.62</b>

**POLICE PROTECTION FUND**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
911 Supply	supplies	94.75
Data Center West	monthly IT services	26.78
Galls LLC - DBA Blumenthal Uniforms	supplies	87.25
Lockwoods Automotive	vehicle maintenance	84.00
Pathway Enterprises Inc.	janitorial services Dec 2021	155.60
Quill Corporation	supplies	154.97
		<b>603.35</b>

**STREETS FUND**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
AlSCO	Janitorial Supplies	310.94
Auto Zone	Headlight Bulbs	85.47
Bradley's Excavation Inc.	storm drain install	1,177.81
Dazey's - Hubbard's	chain saws for streets	231.09
Dazey's - Hubbard's	equipment supplies	45.91
Pape' Material Handling Exchange	servicing of forklift	1,014.18
		<b>2,865.40</b>

**WATER FUND**

<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
AlSCO	Janitorial Supplies	310.94
Bradley's Excavation Inc.	Water leak fix	1,018.50
Data Center West	monthly IT services	26.03
Industrial Source	welding wire for shop	48.60
KAS & Associates Inc.	water engineering	120.00
KDP Certified Public Accountants LLP	auditor fees - single audit for SDWRLF	4,800.00
Neilson Research Corporation	routine water testing	105.00
Pacific Electrical Contractors Inc.	madrona flow meter	220.00
Siskiyou Pump Service Inc.	pump#3 at Madrona pull rebuild reinstall wire test.	4,225.24
Valley Web Printing	envelopes for monthly bills	736.98
Valley Web Printing	monthly bills	1,678.63
		<b>13,289.92</b>

Vendor Name	Description	Amount
<b>PARKS FUND</b>		
Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	621.88
Auto Zone	vehicle battery	130.00
Civil West Engineering Services Inc.	parks engineering	480.00
Dazey's - Hubbard's	supplies for trash barrels	38.99
Jacksonville Chamber of Commerce	Dec VIC reimbursement	3,042.85
Pathway Enterprises Inc.	parks restroom cleaning for Dec 2021	1,435.92
		<b>5,749.64</b>
	<b>TOTAL:</b>	<b>25,529.04</b>
APPROVED BY:		DATE:
<b>Table of Acronyms</b>		
<b>FP =</b>	Forest Park	
<b>HPF =</b>	Historic Preservation Fund	
<b>JWA =</b>	Jacksonville Woodlands Association	
<b>MEP =</b>	Mechanical / Electrical / Plumbing	
<b>NCH =</b>	New City Hall	
<b>O&amp;M =</b>	Operation and Management	
<b>PKS =</b>	Parks	
<b>PRR =</b>	Public Records Request	
<b>ROW =</b>	Right of Way	
<b>SAFER =</b>	Staffing for Adequate Fire and Emergency Response	
<b>SCADA =</b>	Supervisory Controlled and Data Acquisition (part of Telemetry)	
<b>SDWRLF =</b>	Safe Drinking Water Revolving Loan Fund	
<b>SRGP =</b>	Seismic Rehabilitation Grant Program	
<b>SRAMP =</b>	Seismic Risk Assessment and Mitigation Plan	
<b>SCA =</b>	Small Cities Allotment	
<b>STR =</b>	Streets	
<b>TLT =</b>	Transient Lodging Tax	
<b>VIC =</b>	Visitors Information Center	
<b>WTR =</b>	Water	



# Jacksonville City Council Work Session Summary



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## Work Session 2021 Recap and Discussion for 2022

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Date: January 14, 2022  
From: Donna Bowen, Mayor

City Council Work Session: January 18, 2022  
Agenda Item: 2

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**Synopsis:**

Mayor Bowen will recap the Work Sessions in 2021. Mayor Bowen and the Council will discuss Work Sessions for 2022.

**Exhibits:**

N/A