



**CITY OF JACKSONVILLE
CITY COUNCIL AGENDA
Virtual Meeting**

IMPORTANT NOTE: Due to COVID-19, this meeting will be hosted virtually on Zoom.

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**

**May 18, 2021
12:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES**
May 4, 2021
b. BILLS LIST
May 18, 2021
- 3) **ADJOURN**

WORK SESSION

- 1) **OPEN WORK SESSION**
- 2) **TOPIC REPORTS**
- 3) **OPEN DISCUSSION**
- 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. 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>.

May 4, 2021 via Teleconference 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, Mayor Bowen, and Council President Lewis

Absent:

Staff Present: Administrator Alvis, Finance Director Bray, City Recorder Watson, and Fire Chief Painter

2) **a. MINUTES (minutes from April 20, 2021 meeting)**

Move to: Approve the minutes for April 20, 2021 as presented

Motion by: Councilor McClain

Seconded by: Councilor Casaleggio

Vote:

Ayes: Unanimous

Motion Carries

b. BILLS LIST

May 4, 2021

Move to: Move to approve the bills list

Motion by: Councilor Thompson

Seconded by: Councilor Selbe

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Councilors ask specific questions regarding the bills list. Council President Lewis and Finance Director Bray answers.

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 Bray / Angela Watson

Administrator Alvis speaks to meeting with S&B James regarding Fire Hall remodel. Council asks specific questions regarding the project. Administrator Alvis answers.

Finance Director Bray speaks to Budget Meeting being held May 13th.

b. Planning Department -Ian Foster

c. Police Department - Chief Towe

d. Fire Department – Fire Chief Painter speaks to radios that were purchased for the Fire Department and Police Department through an awarded grant.

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. Medium Event Packet – Hiking the Woodlands

Public Comment: None.

Councilor Discussion: City Administrator Alvis speaks to the event packet.

Motion to: Approval of the Medium Event Packet – Hiking the Woodlands presented by Britt

Motion by: Councilor McClain

Seconded by: Councilor Casaleggio

Vote:

Ayes: Unanimous

Motion Carries

Councilors comment and ask specific questions regarding the event.

b. OLCC Application – Rogue Grape at Bigham Knoll

Public Comment: None.

Councilor Discussion: Council President Chair Lewis speaks to the OLCC Application for the Rogue Grape at Bigham Knoll. Natasha with Rogue Grape at Bigham Knoll answers questions from Council regarding the OLCC Application.

Motion to: Approval of the OLCC Application for the Rogue Grape at Bigham Knoll

Motion by: Councilor McClain

Seconded by: Councilor Thompson

Vote:

Ayes: Unanimous

Motion Carries

c. Acceptance of Certified Local Government Grant

Public Comment: None.

Councilor Discussion: City Administrator Alvis speaks to CLG Grant that was awarded to the City for archeological work at the Fire Hall.

Motion to: Acceptance of Certified Local Government Grant

Motion by: Councilor Casaleggio

Seconded by: Councilor Selbe

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

d. Approval of Police Officer New Hire

Public Comment: None.

Councilor Discussion: Finance Director Bray speaks to the new hire for the Police Department. Councilors comment and ask questions regarding the new hire applicant. Finance Director Bray answers.

Motion to: Approval of Police Officer New Hire
Motion by: Councilor Gregg
Seconded by: Councilor Thompson

Roll Call Vote:
Ayes: 7 Councilors Casaleggio, Gregg, McClain, Selbe, Thompson, Mayor Bowen, and Council President Lewis
Nays: 0
Motion Carries Unanimously

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

- a. Councilor Casaleggio: No report.
- b. Councilor Gregg: No report.
- c. Councilor McClain: Parks and Visitors Services will meet on May 26th.
- d. Councilor Selbe: No report.
- e. Councilor Thompson: Participating in the League of Oregon Cities Spring Symposium.
- f. Mayor Bowen: No report.
- g. Council President Lewis:
 - Attended the RVSS Budget Meeting.
 - RVCOG has approved Anne Marie as the new Executive Director.
 - Attended 3 hour virtual OMPOC meeting.

7) **ADJOURN: 6:43 pm**

Jim Lewis, Council President

Angela Watson, City Recorder

Date approved: _____

**CITY OF JACKSONVILLE
Bills Against the City - City Council
MAY 18, 2021**

GENERAL FUND - ADMINISTRATION DEPARTMENT

Vendor Name	Description	Amount
C & K Market Inc.	supplies for staff meeting	43.89
Data Center West	monthly IT services	63.89
Data Center West	pbx server for VOIP phones	49.99
Jarvis Dreyer Glatte & Larsen LLP	atty services April 2021	75.00
Medford Builders Exchange A Inc.	plans for PRR	121.50
Peck Rubanoff & Hatfield	labor attorney services April 2021	100.00
Rosebud Media LLC	posting for police officer position	112.39
Rosebud Media LLC	notice of budget committee meeting	520.43
Staples Business Credit	supplies	44.08
US Post Office	annual renewal P.O Box	150.00
WCP Solutions	paper for offices	81.60
		1,362.77

GENERAL FUND - PLANNING DEPARTMENT

Vendor Name	Description	Amount
C & K Market Inc.	supplies	17.98
Data Center West	monthly IT services	70.62
Staples Business Credit	supplies	117.03
WCP Solutions	paper for offices	40.80
		246.43

FIRE PROTECTION FUND

Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	66.18
C & K Market Inc.	supplies	54.96
C & K Market Inc.	supplies for vehicle maintenance	19.77
City of Medford	fuel - April 2021	487.86
City of Medford	vehicle maintenance	72.68
Data Center West	monthly IT services	27.91
Tami Smith Alterations	uniform alterations	15.00
Weldon's Cleaning Center	turnout cleaning	56.75
		801.11

POLICE PROTECTION FUND

Vendor Name	Description	Amount
C & K Market Inc.	supplies for bldg. maintenance	8.59
Central Point Cleaners	uniform cleaning	25.50
City of Medford	fuel - April 2021	821.66
Data Center West	monthly IT services	26.78
Lockwoods Automotive	vehicle repairs MVA unit 4503	2,277.97
Quench & Drench	vehicle maintenance	17.35
Rogue Shred LLC	confidential shred	39.15
		3,217.00

CEMETERY FUND

Vendor Name	Description	Amount
C & K Market Inc.	supplies for storage cabinet	24.97
C & K Market Inc.	shop supplies	48.82
C & K Market Inc.	supplies for community justice work crew	13.97
Jackson County Community Justice	weed eating around cemetery	900.00
Lewis Power Equipment	mower parts	146.19
		1,133.95

STREETS FUND

Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	333.67
Auto Zone	shop supplies	56.94

Vendor Name	Description	Amount
Bi-Mart	shop supplies	62.93
Blackbird Shopping Center	safety supplies	95.07
C & K Market Inc.	key for excavator	3.99
City of Medford	equipment maintenance	977.92
Grange Co-Op	shop supplies	289.42
Grange Co-Op	street right of way supplies	148.98
Interstate Batteries of the Rogue River	replacement battery for mower	43.95
Les Schwab Tire Center	tire repair mower	15.31
Zumar Industries	sign post materials	676.58
		2,704.76
WATER FUND		
Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	333.67
C & K Market Inc.	madrona pump station roof repair	25.54
Civil West Engineering Services Inc.	WTR engineer	294.00
Civil West Engineering Services Inc.	SDWRLF engineering	1,621.04
Data Center West	monthly IT services	26.03
Ferguson Waterworks	blue marking paint	19.91
Ferguson Waterworks	meter supplies	128.22
Ferguson Waterworks	hydrant bolts	15.95
Grange Co-Op	reservoir supplies	148.98
Grover Electric and Plumbing Supply Co.	shop supplies	46.60
H.D. Fowler	water parts	125.40
Neilson Research Corporation	routine water test	105.00
OHA Cashier	annual water system fee	1,200.00
Rick Savage Auto Body LLC	repair tailgates for trucks purchased from MWC	400.00
Rogue Pacific Lumber Co.	madrona pump station roof repair	144.00
Staples Business Credit	supplies	62.84
Valley Web Printing	monthly bills	1,390.91
Valley Web Printing	monthly bills	1,389.39
WCP Solutions	paper for offices	40.80
		7,518.28
PARKS FUND		
Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	667.34
B.C. Engraving & Awards Inc.	FP susp. bridge plaque	279.50
Budge-McHugh Supply Co.	supplies for toilet repair	54.55
Budget Lumber	lumber supplies for parks	695.60
C & K Market Inc.	keys for dog park cabinet	4.98
C & K Market Inc.	supplies for dog griffin	34.24
C & K Market Inc.	supplies for benches at arboretum	40.98
C & K Market Inc.	faucet repair	47.91
C & K Market Inc.	shop supplies	25.98
C & K Market Inc.	sprinkler parts	19.95
Ewing	parks supplies	5.52
Grange Co-Op	parks supplies	148.97
Grange Co-Op	shop supplies	289.42
Hilton Fuel & Supply	leaves and debris clean up - parks	10.00
Jackson County Roads	dust abatement on Reservoir Rd	1,028.96
Jackson County Roads	dust abatement on Reservoir Rd / MRA to reimburse	1,028.96
Jacksonville Chamber of Commerce	VIC reimbursement - April 2021	1,635.59
TRUGREEN	fertilizer for parks	579.23
		6,597.68
	TOTAL:	23,581.98

Vendor Name	Description	Amount
APPROVED BY:	DATE:	
Table of Acronyms		
FP =	Forest Park	
HPF =	Historic Preservation Fund	
JWA =	Jacksonville Woodlands Association	
NCH =	New City Hall	
O&M	Operation and Management	
PKS =	Parks	
PRR =	Public Records Request	
ROW =	Right of Way	
SAFER =	Staffing for Adequate Fire and Emergency Response	
SCADA =	Supervisory Controlled and Data Acquisition (part of Telemetry)	
SDWRLF =	Safe Drinking Water Revolving Loan Fund	
SRGP =	Seismic Rehabilitation Grant Program	
SRAMP =	Seismic Risk Assessment and Mitigation Plan	
SCA =	Small Cities Allotment	
STR =	Streets	
TLT =	Transient Lodging Tax	
VIC =	Visitors Information Center	