



**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**

**June 15, 2021
12:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES**
June 1, 2021
- b. BILLS LIST**
June 15, 2021
- c. Set Final Bill Pay Meeting for End of June**
- 3) **ADJOURN**

WORK SESSION

- 1) **OPEN WORK SESSION**
- 2) **URBAN GROWTH BOUNDARY 101**
- 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>.

June 1, 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 Lewis, Casaleggio, McClain, Selbe, Thompson, Gregg, and Mayor Bowen

Absent:

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

2) **a. MINUTES (minutes from May 18, 2021 meeting)**

Move to: Approve the minutes for May 18, 2021 meeting

Motion by: Councilor McClain Thompson

Seconded by: Councilor Casaleggio

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

b. BILLS LIST

June 1, 2021

Move to: Approve the bills list

Motion by: Councilor Lewis

Seconded by: Councilor Gregg

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Councilor McClain asks specific questions regarding the bills list. Administrator Alvis 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:

- Great work from the Fire Department on a structure fire in Jacksonville
- Bridge Dedication at the Forest Park, Saturday 10:00 am
- Police Department - award received from multiple trainings taken through Lexipol

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 a grant.

e. Mayor – Speaks to Small Cities Meeting. Asked Council which members would be available to attend the meeting.

Speaks to correction made on Agenda Item c.

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)

PUBLIC HEARING: A Public Hearing to Discuss the Budget for the Fiscal Year Beginning July 1, 2021, as Recommended by the Jacksonville Budget Committee

OPEN PUBLIC HEARING: 6:10 pm

Public Comment: Dianne Helmer at 122 McCully Lane speaks to questions regarding the budget. Finance Director Bray answers.

CLOSE PUBLIC HEARING: 6:14 pm

a. Adoption of the FY 2021-2022 City of Jacksonville Budget

Public Comment: None.

Councilor Discussion: Councilors ask questions specific questions regarding budget items. Administrator Alvis and Finance Director Bray answers.

Motion to: Adopt the Budget for the fiscal year 2021-2022 for City of Jacksonville

Motion by: Councilor Lewis

Seconded by: Councilor Selbe

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Councilor Thompson ask specific questions regarding increase in PERS. Administrator Alvis and Finance Director answer.

Councilor Selbe ask for clarification on restrictive funds. Finance Director Bray and Administrator Alvis answer.

Councilor Thompson comments on additional funds in the Parks Fund - fuel reduction for wildland fire.

b. RESOLUTION NO. R2021-002 – A Resolution Adopting the Budget for the City of Jacksonville for the Fiscal Year Commencing July 1, 2021, Making Appropriations, Imposing the Tax and Categorizing the Tax

Public Comment: None.

Councilor Discussion: Mayor Bowen reads the Resolution by title.

Motion to: Approve Resolution No. R2021-002, adopt the budget for fiscal year 2021-2022.

Motion by: Councilor Lewis

Seconded by: Councilor Thompson

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

c. RESOLUTION NO. R2021-003 – A Resolution Accepting the Appointments and Terms for the Committees and Commission as Appointed by the Mayor and/or the City Council

Public Comment: None.

Councilor Discussion: Mayor Bowen speaks to the corrections made to the Committee for Citizen Involvement members.

Motion to: Approval of Resolution No R2021-003 as amended per the meeting

Motion by: Councilor Lewis
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. RESOLUTION NO. R2021-004 – A Resolution Certifying that the City of Jacksonville Provides Four or More Municipal Services to be Eligible to Receive State Shared Revenue

Public Comment: None.

Councilor Discussion: Mayor Bowen reads Resolution No. R2021-004 by title only.

Motion to: Approval of Resolution No. R2021-004.

Motion by: Councilor Thompson

Seconded by: Councilor McClain

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

e. RESOLUTION NO. R2021-005 – A Resolution Declaring the City's Election to Receive State Revenues

Public Comment: None.

Councilor Discussion: Mayor Bowen reads Resolution No. R2021-004 by title only.

Motion to: Approve Resolution No. R2021-005 a Resolution Declaring the City's Election to Receive State Revenues.

Motion by: Councilor Gregg

Seconded by: Councilor Casaleggio

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Councilors ask specific questions regarding elections to receive revenue sharing. Administrator Alvis and Finance Director Bray answers.

f. ~~Art Amble Flags~~ The Art Walk

Public Comment: None.

Councilor Discussion: Mayor Bowen reads the summary and Anne Brooke at 500 West Oak St speaks to the Art Walk. Speaks to special program in August for the artists at Art Presence.

Motion to: Accept the Art Amble Flags as presented

Motion by: Councilor McClain

Seconded by: Councilor Casaleggio

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Councilor Thompson suggests adding a logo to the Flags so tourist know what the flags represent.

g. Acceptance of Office of State Fire Marshal Grant

Public Comment: None.

Councilor Discussion: Mayor Bowen reads the summary.

Motion to: Acceptance of Office of State Fire Marshal Grant

Motion by: Councilor Lewis

Seconded by: Councilor McClain

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

h. Acceptance of 2021 Volunteer Fire Assistance Grant

Public Comment: None.

Councilor Discussion: Mayor Bowen reads the summary.

Motion to: Acceptance of 2021 Volunteer Fire Assistance Grant

Motion by: Councilor Thompson

Seconded by: Councilor Lewis

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

Administrator Alvis speaks to ODF Grant for fuel reduction.

6) COUNCIL AND COMMITTEE REPORTS AND DISCUSSION

- a. Councilor Gregg: speaks to Transient Lodging Tax Committee meeting.
- b. Councilor Selbe: No Report.
- c. Councilor Casaleggio: speaks to Planning Commission meeting for the 9th of June
- d. Councilor McClain: Speaks to Parks and Visitor Services Committee meeting at the Beekman Arboretum. Speaks to the Fire Safety Plan and will bring list of ideas to Council. Councilor Selbe adds comments.
- e. Councilor Thompson: No Report.
- f. Councilor Lewis: speaks to RVCOG meeting and the new Executive Director
- g. Mayor Bowen: No Report.

Administrator Alvis speaks to additional shows added to the Hiking in the Woodlands event held by Britt.

7) ADJOURN TO URBAN RENEWAL MEETING: 6:47 pm

Donna Bowen, Mayor

Angela Watson, City Recorder

Date approved: _____

CITY OF JACKSONVILLE
Bills Against the City - City Council
JUNE 15, 2021

GENERAL FUND - ADMINISTRATION DEPARTMENT

Vendor Name	Description	Amount
Budget Lumber	bldg. maintenance supplies	48.40
Data Center West	monthly IT services	63.89
Data Center West	pbx server for VOIP phones	49.99
Forrest Consulting LLC	IT services	200.00
Rosebud Media LLC	notice of budget hearing	930.72
Rosebud Media LLC	notice of UR budget hearing	598.32
Staples Business Credit	office supplies	76.06
		1,967.38

GENERAL FUND - PLANNING DEPARTMENT

Vendor Name	Description	Amount
C & K Market Inc.	supplies	35.96
Data Center West	monthly IT services	70.62
Staples Business Credit	supplies	6.25
		112.83

FIRE PROTECTION FUND

Vendor Name	Description	Amount
Data Center West	monthly IT services	27.91
Fire Rescue Equipment NW LLC	Holmatro cutter replacement	6,961.00
Forrest Consulting LLC	IT services	125.00
Jett Hamik	tuition reimbursement	500.00
L.N. Curtis and sons	supplies for safer grant	752.01
		8,365.92

POLICE PROTECTION FUND

Vendor Name	Description	Amount
911 Supply	uniforms	551.94
Central Point Cleaners	uniform cleaning	102.50
Data Center West	monthly IT services	26.78
David M. Corey Ph. D. P.C.	new employee background	595.00
Galls LLC - DBA Blumenthal Uniforms	shipping	8.95
Lockwoods Automotive	vehicle maintenance	2,013.48
		3,298.65

CEMETERY FUND

Vendor Name	Description	Amount
C & K Market Inc.	paint and shop supplies	30.91
C & K Market Inc.	supplies for community justice	19.56
Jacksonville Garden Club	potted plants for Memorial day	240.00
Lewis Power Equipment	parts for equipment	158.44
		448.91

STREETS FUND

Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	478.60
C & K Market Inc.	shop supplies	46.00
Edge Construction Supply Inc.	safety supplies	129.41
Grounded Electrical	PW shop garage door opener	230.50
Industrial Source	extinguishers	178.47
Interstate Batteries of the Rogue River	battery for mower	105.80
Interstate Batteries of the Rogue River	Trolley batteries	403.90
		1,572.68

Vendor Name	Description	Amount
WATER FUND		
Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	478.60
Blackbird Shopping Center	shop supplies	39.98
C & K Market Inc.	shop supplies	34.76
Core & Main	Hydrant repair parts	3,284.00
Data Center West	monthly IT services	26.03
Don's Lock LLC	padlock keys & lockbox	62.25
Ferguson Waterworks	water supplies	44.50
Forrest Consulting LLC	monitor for PW computer	109.00
Forrest Consulting LLC	IT services	200.00
Grounded Electrical	PW shop garage door opener	230.50
Neilson Research Corporation	routine test	165.00
Pacific Survey Supply	blue locate paint	249.12
United Rentals	white marking paint	40.32
Valley Web Printing	monthly bills	1,387.29
		6,351.35
PARKS FUND		
Vendor Name	Description	Amount
AlSCO	Janitorial Supplies	957.19
Batteries Plus Bulbs #208	batteries for water park	23.96
C & K Market Inc.	grafitti removal supplies	7.99
C & K Market Inc.	irrigation repair - Doc Griffin	27.34
C & K Market Inc.	shop supplies	2.97
Dazey's - Hubbard's	shop supplies	74.93
Grange Co-Op	lawn treatment fertilizer	87.95
Grounded Electrical	motion sensors at Doc griffin restrooms	258.00
Jacksonville Garden Club	hanging baskets Doc Griffin	250.00
Lewis Power Equipment	mower repair parts	154.96
Salvador's Landscape Maintenance	parks & lawn maintenance	1,255.00
TRUGREEN	parks & lawn fertilizer	536.44
Zoll's Lawn & Garden Equipment	weed eater string	70.15
Zoll's Lawn & Garden Equipment	equipment supplies	125.44
		3,832.32
CAPITAL PROJECT FUND		
Vendor Name	Description	Amount
Marquess & Associates Inc.	MEP for firehall project	12,920.00
Rogue Valley Council of Governments	grant administration - SRGP	150.62
ZCS Inc.	Fire hall 2nd floor addition engineering	8,150.00
ZCS Inc.	engineering SRGP - fire hall	14,475.00
		35,695.62
	TOTAL:	61,645.66
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	

Vendor Name	Description	Amount
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	

Jacksonville City Council Agenda Item Summary



Set Bill Final Pay Meeting for End of June

Date: June 11, 2021
From: Stacey Bray, Finance Director

City Council Meeting: June 15, 2021
Agenda Item: 2c

Synopsis:

Council needs to set the final bill pay meeting for the end of the year bill pay. Possible dates below.

June 28, 2021, Monday @ Time TBD
June 29, 2021, Tuesday @ Time TBD
June 30, 2021, Wednesday @ Time TBD

Fiscal Impact:

N/A

Recommendations:

Set date for end of the year bill pay.

Exhibits:

N/A