



**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://us06web.zoom.us/j/86405737482?pwd=YmxJallzSGdBUEo4SFk2K21ySC9FZz09>

You can also call **(669) 900-9128**. When prompted, enter the Meeting ID and passcode: **ID: 864 0573 7482**
Passcode: 612403

OTHER OPTIONS: We also encourage you to submit comments by Monday, June 28th at 4:00 pm, which can be submitted electronically to recorder@jacksonvilleor.us. These comments will be included in the record, reviewed by City Council and included in the minutes of the meeting when they become available on the City's website.

**CITY COUNCIL
City Council Meeting**

**June 29, 2021
12:00 pm**

- 1) **CALL TO ORDER** (includes call to order, pledge of allegiance)
- 2) **a. MINUTES**
June 15, 2021
b. BILLS LIST
June 29, 2021
- 3) **PUBLIC COMMENT (items not on the agenda) limited to 3 minutes per speaker, refer to "Speaking Time Limit" guidelines below: (click the raise hand feature if you are web-based, or press *9 if you are using a phone)**
- 4) **STAFF / DEPARTMENT REPORTS**
- 5) **ACTION / DISCUSSION ITEMS**
The public will be allowed to speak, one time, to action/discussion **item 5b. (click the raise hand feature if you are web-based, or press *9 if you are using a phone). Speaking Time Limit:** To allow equal time for speakers, each speaker has 3 minutes; a reminder will sound and speaker has another 1 minute to complete presentation. At that time, the chair will sound gavel, ending presentation and thank the speaker. This rule also applies to reading written communications. There will be no ceding of time among speakers.
 - a. **RESOLUTION NO. R2021-006 – A Resolution Transferring Appropriation Authority for the Budget Year Beginning July 1, 2020**
 - b. **RESOLUTION NO. R2021-007 – A Resolution Declaring Critical Fire Danger and Prohibiting Any Fireworks During 2021 July Fourth Holiday in the City of Jacksonville**
- 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>.

June 15, 2021 via Teleconference due to COVID-19 Pandemic

1) **CALL TO ORDER (includes call to order and roll call of attendees) 12:00 pm**

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

Absent:

Staff Present: Administrator Alvis, Finance Director Bray, Operations Manager Woody, Planning Director Foster, Ryan Nolan Principal Planner, and City Recorder Watson

2) **a. MINUTES (minutes from June 1, 2021 meeting)**

Move to: Approve the Minutes

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

b. BILLS LIST

June 15, 2021

Move to: Approval of the Bills List June 15, 2021

Motion by: Councilor Casaleggio

Seconded by: Councilor McClain

Roll Call Vote:

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

Nays: 0

Motion Carries Unanimously

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

c. Set Final Bill Pay Meeting for End of June

Council set the final bill pay meeting for Tuesday, June 29th at 12:00 pm.

3) **ADJOURN:**

Donna Bowen, Mayor

Angela Watson, City Recorder

Date approved: _____

CITY OF JACKSONVILLE
Bills Against the City - City Council
JUNE 29, 2021

GENERAL FUND - ADMINISTRATION DEPARTMENT

Vendor Name	Description	Amount
CNA Surety	blanket employee policy	139.40
Curtis Restaurant Equipment	supplies for 2nd floor prep kitchen	746.12
Department of Transportation	DMV records	3.00
Draperies N' Things Miniblinds & More	NCH 2nd floor draperies and blinds	13,754.00
Jarvis Dreyer Glatte & Larsen LLP	atty svcs. May 2021	375.00
WCP Solutions	paper for offices	81.60
		15,099.12

GENERAL FUND - PLANNING DEPARTMENT

Vendor Name	Description	Amount
Southern Oregon Printing	business cards	18.85
WCP Solutions	paper for offices	40.80
		59.65

FIRE PROTECTION FUND

Vendor Name	Description	Amount
Cascade Fire Equipment	uniforms	564.00
City of Medford	tires for unit 8201	3,991.32
City of Medford	fuel May 2021	393.38
Henry Schein Inc.	medical supplies	437.95
Henry Schein Inc.	AFG-S Grant supplies	1,007.40
Henry Schein Inc.	AFG-S Grant supplies	2,460.88
L.N. Curtis and sons	supplies for SAFER grant	347.94
Seawestern	turnouts for SAFER grant	8,653.35
Zoll Medical Corporation	preventitive maintenance on defibrillators	510.00
		18,366.22

POLICE PROTECTION FUND

Vendor Name	Description	Amount
City of Medford	fuel May 2021	731.66
MES Municipal Emergency Services	supplies	817.00
MES Municipal Emergency Services	supplies	220.61
Providence Medical Group - Occ Med Bridgeport	new employee physical	220.00
Quality Tire	tires for PD vehicle	800.00
Quench & Drench	vehicle maintenance	20.00
UPS	shipping fees	6.90
		2,816.17

CEMETERY FUND

Vendor Name	Description	Amount
Hilton Fuel & Supply	leaves haulaway	10.00
		10.00

STREETS FUND

Vendor Name	Description	Amount
Bartlett Tree Service LLC	removal & clean up of trees on Laurelwood	780.00
Bradley's Excavation Inc.	hydrant repair damaged by vehicle	1,178.80
Buffaloe Graphics	PW uniforms	268.00
Cantel of Medford	traffic signs/ stands & cones	599.10
City of Medford	equipment maintenance	2,539.88
Coastal - White City	employee boots & shop supplies	114.96
Coastal - White City	shop supplies	39.99
Geveko Markings Inc.	thermo plastic for crosswalks	653.69
Grabowski Paving	Patch paving-Laurelwood	500.00
Grabowski Paving	paving @ top of Laurelwood	4,568.00
Hilton Fuel & Supply	wood debris haulaway	40.00
Industrial Source	fire extinguisher refill	33.81
Jack Burns Construction	drywall PW shop garage	3,820.00
Quench & Drench	vehicle maintenance	69.90
Sherwin-Williams	parts for street painting equipment	321.25
Sherwin-Williams	street painting supplies	1,463.83

Vendor Name	Description	Amount
United Rentals	equipment rental for crosswalk removal & sidewalk repair	127.72
Zoll's Lawn & Garden Equipment	supplies for equipment	87.70
Zumar Industries Inc.	sign post driver	489.90
		17,696.53

WATER FUND

Vendor Name	Description	Amount
Bradley's Excavation Inc.	water main break S 3rd /Ponderosa	2,025.25
Bradley's Excavation Inc.	water break repairs	2,769.12
Buffaloe Graphics	PW uniforms	268.00
Cantel of Medford	traffic signs/ stands & cones	599.10
City of Medford	equipment maintenance	2,539.87
Ferguson Waterworks	safety supplies	12.50
Jack Burns Construction	drywall PW shop garage	3,820.00
Medford Builders Exchange A Inc.	plans for wtr dept.	14.50
Medford Tools & Supply Inc.	meter & hydrant pumps	20.88
Mountain View Paving Inc.	asphalt patching after water break	500.00
Pacific Electrical Contractors Inc.	maintenance for laurelwood pump	220.00
Pacific Electrical Contractors Inc.	maintenance for MaryAnn pump	495.00
WCP Solutions	paper for offices	40.80
		13,325.02

PARKS FUND

Vendor Name	Description	Amount
Ewing	irrigation supplies	231.64
Jacksonville Chamber of Commerce	balance due per JMC for FY 2020-21	46,630.14
Jacksonville Chamber of Commerce	VIC reimbursement May 2021	2,220.33
Medford Tools & Supply Inc.	supplies for drinking fountains	7.60
Oregon California Supply Inc.	tools and supplies	105.00
Peterson	oil for dump truck	20.76
Rodda Paint	coveralls	34.24
Salvador's Landscape Maintenance	parks & lawn maintenance	2,075.00
Stagg Plumbing	restroom maintenance	170.00
Zoll's Lawn & Garden Equipment	replacement chain	38.64
		51,533.35
	TOTAL:	118,906.06

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
WTR	Water

Jacksonville City Council Agenda Item Summary



RESOLUTION NO. R2021-006 – A Resolution Transferring Appropriation Authority for the Budget Year Beginning July 1, 2021

Date: June 28, 2021
From: Jeff Alvis, City Administrator

City Council Meeting: June 29, 2021
Agenda Item: 5a

Synopsis:

Resolution No. R2021-006 transfers appropriation in the amount of \$10,000 from Capital Outlay to Special Payments, within the Fire Protection Fund. Please see Resolution for additional explanation.

Fiscal Impact:

The fiscal impact is a net of zero.

Recommendations:

Approve Resolution No. R2021-006, transferring appropriation of \$10,000 from Capital Outlay to Special Payments in the Fire Protection Fund

Exhibits:

Exhibit A – Resolution No. R2021-006

RESOLUTION NO. R2021-006

A RESOLUTION TRANSFERRING APPROPRIATION AUTHORITY WITHIN THE FIRE PROTECTION FUND, FOR THE BUDGET YEAR BEGINNING JULY 1, 2020.

WHEREAS, the City Council of the City of Jacksonville, Oregon, finds that:

- A.** The City has heretofore collected the sum of \$10,000 for various reimbursement grants, which were coded as special payment appropriation for budget accounting; and
- B.** To comply with accounting procedure, the appropriation must be transferred from capital outlay to special payments, and which transfer, under ORS 294.326(2), must be approved by the City Council.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF JACKSONVILLE, OREGON RESOLVES that the transfer of appropriation authority in the 2020-2021 City budget is hereby approved as follows:

1. FIRE PROTECTION FUND	
EXPENDITURE:	Increase (Decrease)
Capital Outlay	(10,000)
Special Payments	10,000
NET:	-0-

Signed by me in open session in authentication of its passage this 29th day of June, 2021

Donna Bowen, Mayor

ATTEST:

Angela Watson, City Recorder

Jacksonville City Council Agenda Item Summary



RESOLUTION NO. R2021-007 – A Resolution Declaring Critical Fire Danger and Prohibiting any Fireworks During 2021 July Fourth Holiday in the City of Jacksonville

Date: June 24, 2021
From: Jeff Alvis, City Administrator

City Council Meeting: June 29, 2021
Agenda Item: 5b

Synopsis:

Resolution No. R2021-007 comes before Council for adoption addressing high heat and prohibiting the use of fireworks.

Fiscal Impact:

N/A

Recommendations:

Approval of Resolution No. R2021-007

Exhibits:

Exhibit A – Resolution No. R2021-007

RESOLUTION NO. 2021-007

**A RESOLUTION DECLARING CRITICAL FIRE DANGER AND
PROHIBITING ANY FIREWORKS DURING 2021 JULY FOURTH HOLIDAY
IN THE CITY OF JACKSONVILLE**

WHEREAS, the City Council of the City of Jacksonville (City), Oregon, finds that:

- A. As of the date of this resolution, the City and all of Southern Oregon are experiencing extremely high temperatures with accompanying severely dry climate conditions and water drought;
- B. Such conditions create an environment in which the danger of fire caused by human activity becomes critical;
- C. Human activity includes the use of fireworks for celebrating holidays such as the Fourth of July; and
- D. The use of fireworks during times of critical fire danger presents an unacceptable risk to the safety of human life and property in the City.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF JACKSONVILLE
RESOLVES THAT:**

- 1. The foregoing findings are true and accurate;
- 2. In consequence of prevailing conditions of critical fire danger in the City and the dangers posed by the use of fireworks, the use of any sort of fireworks on any properties, public or private, within the City during the 2021 Fourth of July holiday is prohibited; and
- 3. Residents of and visitors to the City are respectfully requested to honor this prohibition for the safety and welfare of all.

**Signed by me in authentication of the passage of the above on _____,
2021,**

Donna Bowen, Mayor

Attest: _____
Angela Watson, City Recorder