

RESOLUTION NO. 2016-130

A RESOLUTION initiating a minor amendment to the City of Medford *Comprehensive Plan* to include the updated Parks Leisure Services Plan (PLSP).

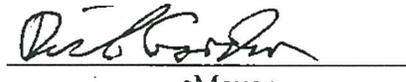
WHEREAS, the City Council's initiation of this process is required to include the PLSP in the City of Medford *Comprehensive Plan* and to accept the proposed capital improvements projects outlined in the 10 year Plan; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON, that the initiation of a minor amendment to include the updated PLSP into the City of Medford *Comprehensive Plan* is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this 20 day of October, 2016.

ATTEST:

  
City Recorder

  
Mayor  
*Council President*

Council minutes  
Oct. 20, 2016  
Item 40.1



## Medford City Council Meeting

# Minutes

October 20, 2016

12:00 Noon

Medford City Hall, Council Chambers  
411 West 8<sup>th</sup> Street, Medford, Oregon

The regular meeting of the Medford City Council was called to order at 12:00 noon in the Medford City Hall Council Chambers on the above date with the following members and staff present:

Acting Mayor Dick Gordon; Councilmembers Clay Bearnson, Daniel Bunn, Chris Corcoran\*, Tim Jackle, Eli Matthews, Kevin Stine, Michael Zarosinski

City Manager Brian Sjothun; City Attorney Lori Cooper; City Recorder Karen Spoons

Mayor Gary Wheeler was absent.

\*Arrived as noted.

### Employee Recognition

Employees from the Finance, Fire, Planning, Police and Public Works Departments were recognized for their years of service. Employees from the City Manager's Office, Planning and Public Works Department were recognized for promotions. Terry Smith, WRD Operator, was recognized for his retirement. David Pastizzo, from Technology Services, was recognized as Employee of the Quarter.

### 20. Approval or Correction of the Minutes of the October 6, 2016 Regular Meeting

There being no additions or corrections, the minutes were approved as presented.

### 30. Oral Requests and Communications from the Audience

30.1 Councilmember Gordon read the Red Ribbon Week proclamation. Young Marines Sergeant Matthew Hoff was present to receive the proclamation.

30.2 Ellen Holub, Buttercloud Bakery, stated she had spoken before Council about a month ago regarding their food truck. She requested Council re-evaluate the current Code on food trucks. Ms. Holub provided examples of the regulations from various cities. She suggested revising the size limitations on food trucks based on where they are parked.

Councilmember Gordon questioned the process for changing the Code. City Manager Brian Sjothun explained that if Council approved, the issue would be forwarded to the Planning Department for consideration.

\*Councilmember Corcoran arrived.

Motion: Direct staff to review the Code regarding food trucks, prepare beneficial language for small business owners to be successful downtown and bring back historical information for Council consideration and discussion.

Moved by: Clay Bearnson

Seconded by: Eli Matthews

Councilmember Bearnson believed food trucks foster diversity, bring additional people to the downtown area, improves downtown revitalization and does not impact the brick and mortar establishments.

After discussion, Council clarified the motion's intent is to direct staff to bring back information to the Council to consider any type of zone change. Council requested the history of the current food truck Code language as well.

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Motion carried and so ordered.

40. Consent Calendar

40.1 COUNCIL BILL 2016-130 A resolution initiating a minor amendment to the City of Medford *Comprehensive Plan* to include the updated Parks Leisure Services Plan (PLSP).

40.3 COUNCIL BILL 2016-132 An ordinance authorizing execution of a Deed Declaration to clarify use restrictions on airport property.

Motion: Adopt Council Bills 40.1 and 40.3.

Moved by: Kevin Stine

Seconded by: Daniel Bunn

Councilmember Corcoran thanked Parks Department for their work updating the Parks Leisure Services Plan.

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Resolution 2016-130 and Ordinance 2016-132 were duly adopted.

50. Items Removed from Consent Calendar

40.2 Councilmember Jackle requested 40.2 be removed from the consent calendar.

COUNCIL BILL 2016-131 A resolution initiating the vacation of unimproved portions of Yamsay Drive and Farmington Avenue within the northerly portion of the Cedar Landing Planned Unit Development, lying north of Cedar Links Drive and west of Foothill Road.

Councilmember Jackle noted his growing concerns with the common areas of this development. He has received complaints from residents regarding access to the common areas and whether they were public or not. Councilmember Jackle stated his understanding was the builders were to create a homeowner's association and it could have prevented these issues. He wanted clarity on this issue prior to voting on the proposed vacation in January.

Motion: Adopt the Council Bill 40.2.

Moved by: Tim Jackle

Seconded by: Daniel Bunn

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Resolution 2016-131 was duly adopted.

60. Ordinances and Resolutions

- 60.1 COUNCIL BILL 2016-133 An ordinance authorizing execution of the Oregon Public Works Emergency Response Cooperative Assistance Agreement between the City of Medford and various government agencies.

Councilmember Bunn requested a staff report; Public Works Director Cory Crebbin noted this agreement has been in place for the last 10 to 15 years. He explained it is a statewide intergovernmental agreement with most of the jurisdictions in Oregon, including ODOT, agreeing to assist each other during emergency situations and ensure staff will be paid our usual and customary rates for services provided to outside agencies.

Councilmember Bunn questioned whether it compelled us to provide our services to outside agencies; Mr. Crebbin noted we are obligated to assist if we have the resources available. Councilmember Corcoran questioned whether the County was the agency of record in the event of a disaster; Mr. Crebbin explained the procedure on requesting equipment in the event of a disaster versus an emergency.

Motion: Adopt the ordinance.

Moved by: Daniel Bunn

Seconded by: Clay Bearnson

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Ordinance 2016-133 was duly adopted.

- 60.2 COUNCIL BILL 2016-134 An ordinance awarding a contract in an amount of \$144,138.14 to West Coast Pipeline for the construction of the Storm Water Treatment Wetland Project Phase I and Phase II.

Councilmember Gordon requested a staff report; Mr. Crebbin explained the Department of Environmental Quality requested additional storm water treatment; instituting the process took time and the City is approaching the deadline to complete the project. Council previously approved the supplemental budget with excess money in the event the project runs over, as there isn't time to go through the supplemental budget process again.

Motion: Adopt the ordinance.

Moved by: Michael Zarosinski

Seconded by: Daniel Bunn

Councilmember Zarosinski noted the bid and the estimates indicate the project should be within budget.

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Ordinance 2016-134 was duly adopted.

- 60.3 COUNCIL BILL 2016-135 An ordinance authorizing execution of an Intergovernmental Agreement with the Medford Rural Fire Protection District #2 for the City to provide fire department services to the District through June 30, 2027.

Motion: Adopt the ordinance.

Moved by: Chris Corcoran

Seconded by: Kevin Stine

Councilmember Corcoran thanked everyone involved, noting this agreement provides the best use of patron dollars. Councilmember Gordon noted the relationship between Fire District #2 and the City of Medford is important and it serves the citizens in both areas.

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Ordinance #2016-135 was duly adopted.

- 60.4 COUNCIL BILL 2016-136 An ordinance authorizing execution of a Letter of Agreement with Teamsters Local Union No. 223 to modify Article 7 of the current agreement by eliminating the Certification Differential for Irrigation Backflow Tester and including Certified Landscape Irrigation Auditor.

Motion: Adopt the ordinance.

Moved by: Chris Corcoran

Seconded by: Michael Zarosinski

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Ordinance 2016-136 was duly adopted.

- 60.5 COUNCIL BILL 2016-137 A resolution adopting the seventh Supplemental Budget for the 2015-17 biennium.

Councilmember Gordon requested a staff report; Finance Director Alison Chan noted we are recognizing unbudgeted revenue including Neighborhood Stabilization funds paid to the City, funds from equipment sales, rebates as well as fund transfers.

Motion: Approve the resolution.

Moved by: Michael Zarosinski

Seconded by: Daniel Bunn

Roll call: Councilmembers Bearnson, Bunn, Corcoran, Gordon, Jackle, Matthews, Stine, and Zarosinski voting yes.

Resolution 2016-137 was duly adopted.

## **70. Council Business**

- 70.1 Councilmember Stine discussed his concerns regarding incoming Councilmembers being involved in the budget process within the first few months of service. He researched the budget process for the 16 largest cities in Oregon; 14 have annual budgets, but Medford and Bend do not.

Councilmember Stine noted Mr. Sjothun agreed to provide information and discuss the idea during the budget meeting of November 10, 2016. Councilmember Corcoran agreed with Councilmember Stine's concerns.

Mr. Sjothun noted he has discussed the possibility of a one-year budget and then reverting back to a biennial budget cycle with Finance Director Alison Chan. This would help address Councilmember Stine's concerns. Mr. Sjothun also stated he will reach out to cities that have moved from annual to a biennial budget. Ms. Chan noted the State of Oregon is on a biennial budget.

**80. City Manager and Other Staff Reports**

- 80.1 MODA Playground – Interim Parks and Recreation Director Rich Rosenthal  
Rich Rosenthal stated the ribbon cutting for the all-abilities playground ceremony is this Saturday, October 22, 2016, at Fichtner-Mainwaring Park. Representatives from MODA Health will be attending and free basketball clinics will be held.
- 80.2 Further reports from City Manager
- a. Mr. Sjothun thanked Councilmembers Bunn and Jackle for their work with the IPMC. The topic was expected to be ready to present to Council in November, but staff has requested an extension until December.

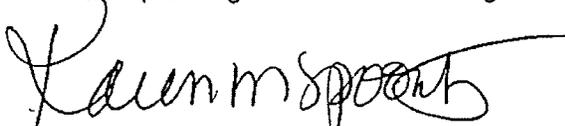
**90. Propositions and Remarks from the Mayor and Councilmembers**

- 90.1 Proclamations issued:  
Red Ribbon Week – October 23 – 31, 2016  
Extra Mile Day – November 1, 2016
- 90.2 Further Council committee reports
- a. Councilmember Corcoran noted that Water Commission Director Larry Rains has resigned and Mr. Eric Johnson has been appointed as Interim Director.
- b. Councilmember Bearson stated that Medford Arts Commission continues to search for art for the police station. He believed the new art would honor Mr. Prescott.
- c. Councilmember Zarosinski reported on the Oregon Metropolitan Planning Organization Consortium quarterly meeting in Bend. He stated that recommendations regarding the transportation plan were discussed, but no decision was made.
- 90.3 Further remarks from Mayor and Councilmembers
- a. Councilmember Gordon thanked Councilmember Matthews for his work with Travel Medford.

**100. Adjournment to the Evening Session**

The evening meeting was been cancelled as there were no items for Council consideration. Council adjourned at 1:06 p.m. Councilmember Gordon noted there an executive session was scheduled at 6:00 p.m. and a study session at 6:45 p.m. tonight.

The proceedings of the City Council meeting were recorded and are filed in the City Recorder's Office. The complete agenda of this meeting is filed in the City Recorder's Office.



Karen M. Spoonts, MMC  
City Recorder