



Medford City Council Meeting

Agenda

September 1, 2016
12:00 Noon AND 7:00 P.M.
Medford City Hall, Council Chambers
411 West 8th Street, Medford, Oregon

10. **Roll Call**

20. **Approval or Correction of the Minutes of the August 18, 2016 Regular Meeting**

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

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

40. **Consent Calendar**

40.1 COUNCIL BILL 2016-105 A resolution granting the property owner of 1222 La Loma Drive a six-month extension to complete hazardous sidewalk repairs.

40.2 COUNCIL BILL 2016-106 A resolution affirming the Site Plan and Architectural Commission's decision to approve construction of a 3,750 square foot addition to an existing metal industrial building located at 5600 Table Rock Road; reversing the decision to deny the associated exception request to eliminate public right-of-way dedications and standard street improvements; and accepting the irrevocable covenant proposed by the applicant.

40.3 COUNCIL BILL 2016-107 An ordinance authorizing cash payments to Hayden Homes for Storm Drain System Development Charge credits in the amount of \$59,906.39 for construction of oversized storm drain piping completed as a condition of approval for Delta Estates Phase 1.

40.4 COUNCIL BILL 2016-108 An ordinance authorizing the purchase of five new police patrol vehicles in the total amount of \$192,582.95 from Wire Works.

50. **Items Removed from Consent Calendar**

60. **Ordinances and Resolutions**

60.1 COUNCIL BILL 2016-109 An ordinance authorizing execution of an Employment Agreement with Brian Sjothun for the position of City Manager.

60.2 COUNCIL BILL 2016-110 An ordinance awarding a contract in an amount of \$212,407.36 to Vitus Construction for construction, installation, and modification of amenities at Oregon Hills Park.

60.3 COUNCIL BILL 2016-111 An ordinance authorizing execution of a grant agreement with the Housing Authority of Jackson County in the amount of \$200,000 in 2016 Community Development Block Grant funds and an estimated \$93,750 in program income for the Homeowner Repair Program.

60.4 COUNCIL BILL 2016-112 An ordinance amending sections 4.761 and 4.763 of the Medford Municipal Code pertaining to Home-Based Business street utility fees.

70. **Council Business**

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

80.1 Service Center Property by Deputy Public Works Director/Operations Brice Perkins

80.2 Further reports from City Manager

90. Propositions and Remarks from the Mayor and Councilmembers

90.1 Proclamations issued:

Day of Service and Remembrance – September 11, 2016

90.2 Further Council committee reports

90.3 Further remarks from Mayor and Councilmembers

100. Adjournment to the Evening Session

EVENING SESSION

7:00 P.M.

Roll Call

110. Oral Requests and Communications from the Audience

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

120. Public Hearings

Comments are limited to a total of 30 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. Appellants and/or their representatives are limited to a total of 30 minutes and if the applicant is not the appellant they will also be allowed a total of 30 minutes. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

120.1 COUNCIL BILL 2016-113 An ordinance authorizing execution of an amendment to the Solid Waste Collection Franchise Agreement with Rogue Disposal and Recycling, Inc., to extend the term to December 31, 2027, and by replacing Exhibit C to adopt a new rate schedule to be effective January 1, 2017.

130. Ordinances and Resolutions

140. Council Business

150. Further Reports from the City Manager and Staff

160. Propositions and Remarks from the Mayor and Councilmembers

160.1 Further Council committee reports

160.2 Further remarks from Mayor and Councilmembers

170. Adjournment



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 40.1

www.ci.medford.or.us

DEPARTMENT: Public Works
PHONE: 541-774-2100
STAFF CONTACT: Cory Crebbin, Public Works Director

AGENDA SECTION: Consent Calendar
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-105

A resolution granting the property owner of 1222 La Loma Drive a six-month extension to complete hazardous sidewalk repairs.

SUMMARY AND BACKGROUND

An appeal requesting an additional extension to repair defective sidewalk at 1222 La Loma was considered by the City Council on August 18, 2016.

PREVIOUS COUNCIL ACTIONS

The Council voted to approve the appeal at the August 18, 2016, Council meeting.

ANALYSIS

Section 3.010 of the Medford Municipal Code (MMC) requires owners of property within the city to inspect and maintain all sidewalks abutting their property in a condition safe for use by the public at all times. The code further states that if any property owner, by his/her neglect to perform any duty required by this section, causes injury or damage to any person or property, s/he shall be liable to the person suffering such injury or damage and indemnify the city for all damages it has been compelled to pay in such cases. If an additional extension is required, Ms. Anderson will continue to be liable for any injuries or damage sustained by a third party.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None.

TIMING ISSUES

None.

COUNCIL OPTIONS

Approve, modify, or deny the resolution.

STAFF RECOMMENDATION

Staff recommends approval of the appeal.

SUGGESTED MOTION

I move to approve the resolution granting a six month extension to repair the defective sidewalk at 1222 La Loma.

EXHIBITS

Resolution

RESOLUTION NO. 2016-105

A RESOLUTION granting the property owner of 1222 La Loma Drive a six-month extension to complete hazardous sidewalk repairs.

WHEREAS, on March 18, 2016 notice was mailed to the property owner, Laura Anderson regarding the hazardous condition of the public sidewalk fronting 1222 La Loma Drive, requiring repairs to be made; and

WHEREAS, Laura Anderson requested additional time and a 90-day extension was granted extending the deadline to July 17, 2016, by the Public Works Director pursuant to Medford Code Section 3.023 (6); and

WHEREAS, an additional 180-day extension was requested by Laura Anderson which can only be approved by the City Council since it exceeds the authority of the Public Works Director, which matter was heard in a public hearing on August 18, 2016; now therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON, that:

Section 1. A 180-day extension is hereby granted for completion of sidewalk repairs at 1222 La Loma Drive.

Section 2. The property owner shall indemnify the City of Medford from any liability associated with the subject unsafe sidewalk.

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

ATTEST: _____
City Recorder

Mayor

8.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 40.2

www.ci.medford.or.us

DEPARTMENT: Planning Department
PHONE: 541-774-2380
STAFF CONTACT: James E. Huber, AICP, Planning Director

AGENDA SECTION: Consent Calendar
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-106

A resolution affirming the Site Plan and Architectural Commission's decision to approve construction of a 3,750 square foot addition to an existing metal industrial building located at 5600 Table Rock Road; reversing the decision to deny the associated exception request to eliminate public right-of-way dedications and standard street improvements; and accepting the irrevocable covenant proposed by the applicant.

SUMMARY AND BACKGROUND

A resolution upholding the Site Plan and Architectural Commission approval of the construction of a 3,750 square foot addition to an existing metal industrial building, reversing the decision to deny the associated exception request to eliminate public right-of-way dedications and standard street improvements, and accepting the irrevocable covenant proposed by the applicant. The parcel is located at 5600 Table Rock Road, approximately 970 feet north and 1,350 feet east of the intersection of Bateman Drive and Table Rock Road. (AC-15-115 and E-16-042)

PREVIOUS COUNCIL ACTIONS

After the public hearing on August 18, 2016, the City Council voted unanimously to uphold the Site Plan and Architectural Commissions approval of AC-15-115 and reverse the decision to deny the exception of E-16-042.

ANALYSIS

An Executive Summary prepared by staff was included as in the City Council agenda packet for August 18, 2016.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None identified.

TIMING ISSUES

Under Medford Land Development Code (MLDC) Section 10.166, the approving authority shall take final action on an application within 120 days after the application is deemed complete. ORS 227.178(1) further requires that, "...the governing body of a city...shall take final action on an application...including resolution of all appeals...within 120 days after the application is deemed complete." The 120th day for this application is September 12, 2016. The City Council must render its decision by that date.

COUNCIL OPTIONS

Approve, modify or deny the resolution.

STAFF RECOMMENDATION

Staff recommends approval of the resolution.

SUGGESTED MOTION

I move to approve the resolution to uphold the Site Plan and Architectural Commission decision to approve AC-15-115, reverse the decision to deny E-16-042 and accept the irrevocable covenant proposed by the applicant based on the findings that legal error was committed in the decision to deny and there is insufficient evidence in the record to uphold the Site Plan and Architectural Commission decision to deny E-16-042.

EXHIBITS

Resolution

RESOLUTION NO. 2016-106

A RESOLUTION affirming the Site Plan and Architectural Commission's decision to approve construction of a 3,750 square foot addition to an existing metal industrial building located at 5600 Table Rock Road; reversing the decision to deny the associated exception request to eliminate public right-of-way dedications and standard street improvements; and accepting the irrevocable covenant proposed by the applicant.

WHEREAS, on August 11, 2015, E & R Distributing, LLC (which later changed its name to JDT Trucking) submitted a Site Plan and Architectural Review application to construct a 3,750 square foot addition to an existing 3,750 square foot metal industrial building on 4.73 acres located at 5600 Table Rock Road (File No. AC-15-115); and

WHEREAS, on March 29, 2016, Applicant submitted an Exception application requesting relief from required right-of-way dedication and street improvements (File No. E-16-042); and

WHEREAS, on June 3, 2016; June 17, 2016; and July 1, 2016 the Site Plan and Architectural Commission (SPAC) held a duly noticed public hearing and testimony was taken by the Commission on AC-15-115 and E-16-042; and

WHEREAS, on July 15, 2016, the Site Plan and Architectural Commission adopted the Final Orders conditionally approving AC-15-115 and denying E-16-042; and

WHEREAS, applicant then appealed SPAC's denial to the City Council pursuant to Medford Code Section 10.052, and the matter was heard on August 18, 2016, at which time the City Council reviewed the applicable criteria and voted to affirm SPAC's decision on AC-15-115 and to reverse SPAC's decision on E-16-042; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON:
that:

Section 1. The City Council hereby affirms the Site Plan and Architectural Commission's decision to approve construction of a 3,750 square foot addition to an existing metal industrial building located at 5600 Table Rock Road.

Section 2. The City Council hereby reverses the Site Plan and Architectural Commission's decision to deny the associated exception request to eliminate public right-of-way dedications and standard street improvement.

Section 3. The City Council hereby approves an irrevocable covenant offered by the applicant to dedicate 5.5 feet of additional right-of-way and improve a proportionate share of the street when certain conditions are met.

///
///

Section 4. This decision is based upon the Findings of Fact attached hereto as Exhibit A and incorporated herein by reference.

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

ATTEST: _____
City Recorder

Mayor

MMC 10.253 (1) - The Council finds that, given the industrial nature of this site, and the fact that the area was developed as an industrial district under County standards, the granting of this exception is in harmony with the purpose and intent of code regulations and is not injurious to the general area or otherwise detrimental to the health, safety, and general welfare or adjacent natural resources.

MMC 10.253(3) – The Council finds that unique and unusual circumstances exist because the subject property is accessed entirely by a private street, other property owners on that private street have entered into irrevocable covenants, and there is no currently-existing connection from the street at issue to any physically-existing public street.

Dolan Analysis - The Council finds that SPAC’s adopted Dolan analysis was insufficient because there was an inadequate explanation of how the requested exactions were roughly proportional to the impacts caused by the proposed development.

Irrevocable Covenant – The Council accepts the appellant’s offer of an Irrevocable Covenant to dedicate approximately 5.5 feet of additional right-of-way and improve appellant’s proportionate share of the street, triggered by development occurring on either side of the road. This irrevocable covenant shall be a condition of approval for AC-15-115 and E-16-042, and shall be recorded in the Jackson County Clerk’s Office.

Conclusion

For the reasons stated herein, the City Council of the City of Medford finds that the Site Plan and Architectural Commission committed legal error and its decision was not supported by substantial evidence in the record in its decision to deny the exception request (E-16-042). The City Council also accepts appellant’s offer of an Irrevocable Covenant.

Dated this 1st Day of September 1, 2016.

Gary H. Wheeler, Mayor



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 40.3

www.ci.medford.or.us

DEPARTMENT: Public Works
PHONE: 541-774-2100
STAFF CONTACT: Cory Crebbin, Public Works Director

AGENDA SECTION: Consent Calendar
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-107

An ordinance authorizing cash payments to Hayden Homes for Storm Drain System Development Charge credits in the amount of \$59,906.39 for construction of oversized storm drain piping completed as a condition of approval for Delta Estates Phase 1.

SUMMARY AND BACKGROUND

This ordinance authorizes payment to Hayden Homes for Storm Drain System Development Charge (SDC) credits resulting from construction of on-site oversized storm drain piping done as a condition of approval of Delta Estates-Phase 1.

PREVIOUS COUNCIL ACTIONS

Ordinance 2016-94, approved on August 18, 2016, authorized payment of \$61,402.99 for off-site storm drain construction for this development.

ANALYSIS

The Storm Drain SDC fund will provide a cash credit to a developer who is subject to the SDC fee in an amount equal to 25% of the calculated cost of drainage facilities 24 inches in diameter or larger, and which were required to be built as part of the development. Credits may be paid directly upon acceptance of the facilities and authorization by the City Council (Medford Municipal Code (MMC) Section 4.730).

The subject facilities have been accepted by the Public Works Department.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The Developer of Delta Estates-Phase 1 completed construction of 2,034 linear feet of 36 inch pipe needed to enclose a portion of the Hopkins Irrigation Canal as a condition of approval for this development. Twenty-five percent of the calculated cost results in a total credit of \$59,906.39. SDC credit payments which exceed \$50,000 must be approved by the City Council prior to disbursement, per MMC Section 3.891(a).

Payment shall be made from project code CS0976 – Storm Drain SDC Credit Payments.

TIMING ISSUES

A single payment of \$59,906.39 shall be made to the Developer upon approval of this ordinance.

COUNCIL OPTIONS

Approve, modify or deny the ordinance.

STAFF RECOMMENDATION

Approve the ordinance for payment to Hayden Homes for Storm Drain SDC credits resulting from on-site construction of oversized storm drain piping in Delta Estates-Phase 1.

SUGGESTED MOTION

I move to approve the ordinance authorizing payment of Storm Drain SDC credits to Hayden Homes in the total amount of \$59,906.39.

EXHIBITS

- Ordinance
- SDC Credit Calculations
- Map

ORDINANCE NO. 2016-107

AN ORDINANCE authorizing cash payments to Hayden Homes for Storm Drain System Development Charge credits in the amount of \$59,906.39 for construction of oversize storm drain piping completed as a condition of approval for Delta Estates Phase I.

WHEREAS, the Storm Drain System Development program credits developers that construct 24 inch or larger drainage facilities which are required as part of the development; and

WHEREAS, if the amount of the credit exceeds the Storm Drain System Development Charge for the development, the developer may be paid in cash for the excess credits; and

WHEREAS, the Code of Medford requires City Council approval prior to issuing payments for System Development Charge credits over \$50,000; now, therefore;

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That cash payment to Hayden Homes of Storm Drain System Development Charge credits, in the amount of \$59,906.39, for oversize storm drain piping completed as a condition of approval for Delta Estates Phase I is hereby authorized.

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

ATTEST: _____
City Recorder

Mayor

**Storm Drain SDC Credit
Computation Sheet**

DELTA ESTATES PH.1 - Hopkins Canal Only (Eng Proj No. SD961D)

1. Storm Drain SDC Credit Payments (Use HTE Proj Code: CS 0976)

Diameter <u>36"</u>	Length (ft) <u>2034</u>	x	Calc Cost <u>\$117.81</u>	x	0.25 =	<u>\$59,906.39</u>
Sub Total Storm Drain Credits..						<u>\$59,906.39</u>

PAYMENT DUE DEVELOPER \$59,906.39

Developer Name: Hayden Homes Phone 541-923-6607
Mailing Address: 2464 SW Glacier Pl., Ste. 110, Redmond, OR 07756
Computation Performed By: BJ Date 8/18/2016

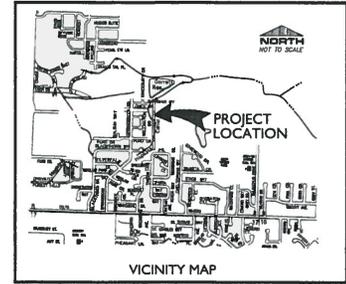
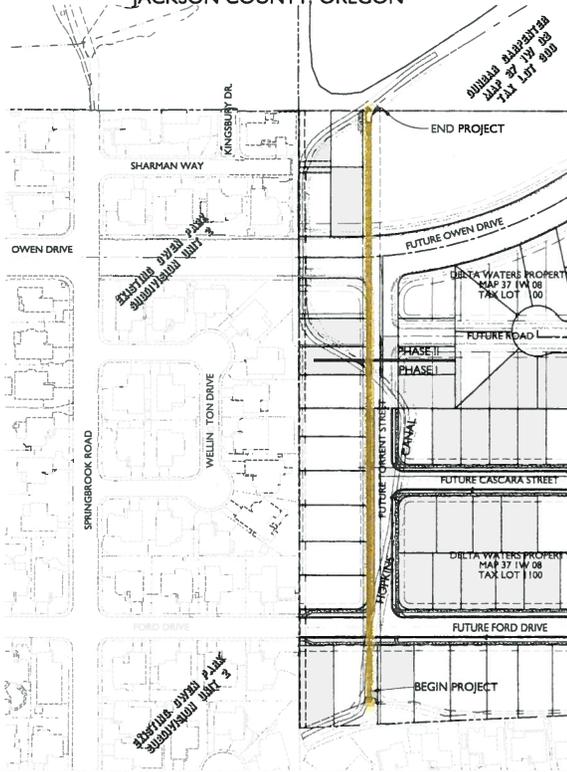
CIVIL IMPROVEMENT PLANS FOR HOPKINS CANAL AT OWEN DRIVE REALIGNMENT / PIPING

LOCATED IN
SECTION 8, T 37 S, R 1 W, W.M.
CITY OF MEDFORD
JACKSON COUNTY, OREGON

GENERAL NOTES

1. ALL WORK SHALL CONFORM TO THE APWA/ODOT STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, OREGON CHAPTER, 2008, AS AMENDED BY THE CURRENT SET OF ODOT SPECIAL PROVISIONS.
2. STORM DRAIN PIPE SHALL BE AS INDICATED ON THE PROJECT PLANS. PRIVATE STORM DRAIN PIPE (4", 6" & 8") SHALL BE PVC CONFORMING TO ASTM D-3034. EACH SERVICE TERMINATION POINT SHALL BE MARKED WITH A PAINTED 2" X 4", PER STANDARD DRAWING CD310, AND STORM DRAIN DETECTOR TAPE SHALL BE USED.
3. ALL STORM DRAIN PIPES SHALL HAVE WATER-TIGHT JOINTS. PVC AND POLYPROPYLENE PIPE JOINTS SHALL CONFORM TO ASTM D-3212 (TESTABLE JOINTS). TEES SHALL BE PRE MANUFACTURED, "INSERTA TEE", OR APPROVED EQUAL.
4. ALL WORK ON GRAVITY STORM DRAIN AND SANITARY SEWER SYSTEMS SHALL BEGIN AT THE LOWEST POINT AND PROCEED UPWARD TO THE HIGHEST POINT. WORK SHALL NOT BEGUN ANYWHERE OTHER THAN THE LOWEST POINT. DO NOT LEAVE OUT SECTIONS OF THE SYSTEM AND RESTART AT A HIGHER POINT. CAP/PLUG SS DAILY DURING CONSTRUCTION.
5. ALL GIVEN PIPE LENGTHS AND SLOPES ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
6. WHERE CONNECTING TO AN EXISTING PIPE, THE CONTRACTOR SHALL EXPOSE THE END OF THE EXISTING PIPE AND ALLOW THE ENGINEER TO VERIFY EXACT LOCATION AND ELEVATION BEFORE LAYING ANY NEW PIPE ON THAT SYSTEM.
7. ALL TRENCH BACKFILL SHALL CONFORM TO CITY OF MEDFORD STANDARDS AND BE PER STANDARD DRAWING CD302.
8. GRANULAR MATERIALS SHALL BE OBTAINED FROM A CITY APPROVED SOURCE. CONTRACTOR SHALL NOTIFY THE CITY ENGINEER OF THE MATERIAL SOURCE PRIOR TO ANY GRANULAR MATERIAL PLACEMENT. CONTRACTOR SHALL NOT CHANGE MATERIAL SOURCE WITHOUT PRIOR APPROVAL FROM THE CITY ENGINEER.
9. PLACEMENT OR STORAGE OF SPOILS FROM THE EXCAVATION OF UTILITIES OR SEWER LINE TRENCHES IS NOT PERMITTED ON HARD SURFACE STREETS WITHIN PUBLIC RIGHT-OF-WAY. SPOILS STORED IN OTHER RIGHT-OF-WAY AREAS SHALL BE COVERED TO PREVENT EROSION.
10. ALL CONCRETE SHALL BE 3000 PSI AT 28 DAYS UNLESS OTHERWISE SPECIFIED.
11. THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES AND STRUCTURES ARE APPROXIMATE. THERE MAY EXIST UTILITIES THAT ARE NOT SHOWN ON THE PLANS. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UTILITIES PRIOR TO CONSTRUCTION.
12. CONTRACTORS AND SUBCONTRACTORS SHALL BE PREQUALIFIED WITH THE CITY OF MEDFORD ENGINEERING DIVISION AND THE MHC PRIOR TO STARTING WORK. CONTRACTOR SHALL NOTIFY OREGON UTILITY NOTIFICATION CENTER (1-800-332-2344), CITY OF MEDFORD ENGINEERING (774-2100), 48 HOURS PRIOR TO STARTING WORK.
13. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH THE VARIOUS UTILITY COMPANIES REGARDING INSTALLATION REQUIREMENTS FOR THEIR FACILITIES.
14. CONTRACTOR SHALL BE RESPONSIBLE TO CLEAN AND/OR MAINTAIN EXISTING PUBLIC STREETS OF SOIL OR OTHER DEBRIS DEPOSITED BY CONSTRUCTION OPERATIONS AND REPAIR ALL STREETS DAMAGED BY CONSTRUCTION OPERATIONS IN A TIMELY MANNER TO AVOID INCONVENIENCES OR HAZARDS TO THE PUBLIC.
15. THE CONTRACTOR SHALL NOT PERFORM WORK WITHOUT AGENCY INSPECTIONS WHERE INSPECTIONS ARE REQUIRED BY THE SPECIFICATIONS.
16. REQUESTS BY THE CONTRACTOR FOR CHANGES TO THE PLANS MUST BE APPROVED BY THE CONSULTING ENGINEER AND THE AGENCY'S ENGINEER BEFORE CHANGES ARE IMPLEMENTED.
17. BASIS OF BEARING IS TRUE NORTH, MAGNETIC DATA AS DERIVED BY GLOBAL POSITIONING SYSTEM (GPS) SURVEYING. THE BEARING OF THE BEARING IS 89° 54' 58.8" S 84° 56' 58.8" W. THE BEARING IS A BRASS CAP SPRINGBROOK ROAD ELEVATION 1348.09.

NOTE:
THE DEVELOPER UNDERSTANDS THE RISK ASSOCIATED WITH INSTALLING THE SERVICE LATERALS PRIOR TO INSTALLATION OF THE SEWER MAINS AND HAS ACCEPTED RESPONSIBILITY.



RECORD DRAWING
THE ENGINEER'S REPRESENTATION OF THE PLANS SET FORTH HEREIN IS FOR INFORMATION ONLY. THE ENGINEER'S REPRESENTATION OF THE PLANS IS NOT A GUARANTEE OF THE ACCURACY OF THE INFORMATION PROVIDED. THE ENGINEER'S REPRESENTATION OF THE PLANS IS NOT A GUARANTEE OF THE ACCURACY OF THESE DRAWINGS.



CONSTRUCTION CONSULTANTS
P.O. BOX 1574
MEDFORD, OREGON 97501
TEL: (541) 776-5268 FAX: (541) 778-3139

DATE: 10/14	DATE: 10/14	DATE: 10/14	DATE: 10/14
DRAWN BY: TAM/ASH	CHECKED BY: AME, MKK	APPROVED:	APPROVED:



CONTACT INFORMATION	
ENGINEER: PATRICK W. HAYRD, P.E. CITY OF MEDFORD 431 W. MAIN ST. SUITE 103 MEDFORD, OR 97501 (541) 779-5268 SURVEYOR: HEIDI FARRER FARRER SURVEYING 431 W. MAIN ST. SUITE 103 MEDFORD, OR 97501 (541) 779-5268 WATER COMPANY: ERIC JOHNSON, P.E. MEDFORD WATER COMM. 200 S. IVY ROOM 177 MEDFORD, OR 97501 (541) 774-2452	CITY OF MEDFORD: ENGINEERING DEPT. 411 W. 8th MEDFORD, OR 97501 (541) 774-2100 DEVELOPER: JESSE LOVRIEN MAYSON HOMES 2464 SW GLACIER PL., STE. 110 MEDFORD, OR 97504 (800) 923-8607 ELECTRIC COMPANY: MASON MIDDLEBROOK 125 S. GRAPE ST. LIGHT MEDFORD, OR 97501 (541) 776-5458

LEGEND	
	PROPOSED PRIVATE
	PROPOSED SEWER
	PROPOSED STORM
	PROPOSED WATER
	PROPOSED GAS
	PROPOSED C & G
	PROPOSED DITCH
	EXISTING STORM
	EXISTING SEWER
	EXISTING WATER
	EXISTING GAS
	EXISTING C & G
	EXISTING DITCH

SYMBOLS	
	STORM MANHOLE
	AREA DRAIN
	PIPE PLUG
	CATCHWAY BASIN
	UTILITY POLE/BOX
	STREET LIGHT
	TELEPHONE PEDESTAL
	POWER TRANSFORMER
	POWER SWITCHGEAR
	GAS VALVE
	STORM SERVICE
	SEWER MANHOLE
	CLEAN-OUT
	SERVICE VALVE
	WATER SERVICE
	FIRE HYDRANT
	WATER VALVE
	FIRE AND GAS
	DRAINAGE FLOW
	GAS VALVE
	GAS INLET
	WATER SERVICE

SHEET INDEX	
COVER SHEET	A.1
IRRIGATION / STORM DRAIN - PLAN & PROFILE	B.1-B.2
CROSS SECTIONS & PROJECT DETAILS	C.1-C.2

NO.	REVISION	DATE	BY
1	RECORD DRAWINGS	4/16	SCM

CITY OF MEDFORD - ENGINEERING DEPARTMENT

HOPKINS CANAL AT OWEN DRIVE
REALIGNMENT / PIPING
IMPROVEMENTS

COVER SHEET

PROJECT NO.
SD961D
DRAWING NO.
A.1

REMOVED CITY ENGINEER: DATE: 6-15-15
NAME: HOP COVER.dwg PROJ: 4 PLOT DATE: 05/23/16

SECOND SUBMITAL



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 40.4

www.ci.medford.or.us

DEPARTMENT: Police Department

PHONE: (541) 774-2222

STAFF CONTACT: Randy Sparacino, Chief of Police

AGENDA SECTION: Consent Calendar

MEETING DATE: September 1, 2016

COUNCIL BILL 2016-108

An ordinance authorizing the purchase of five new police patrol vehicles in the total amount of \$192,582.95 from Wire Works.

SUMMARY AND BACKGROUND

Approval of the ordinance will allow the Medford Police Department to purchase five new police patrol vehicles from Wire Works of Salem, OR. Wire Works delivers a “turn-key” patrol vehicle package that meets the standards of the Police Department’s Patrol Division. As a result of last year’s Request for Quotations (RFQ) process, Wire Works submitted the lowest bid. This RFQ process gives the City the right to order again during fiscal year 2016/2017 from the successful respondent of the RFQ. Based on a mutual agreement with Wire Works, we are requesting to purchase patrol Dodge Chargers for fiscal year 2016/2017 from the same vendor.

The Police Department has used a vendor to build its patrol cars since 2007. This allows the department to take delivery of a nearly complete Dodge Charger police package, which saves considerable staff time by eliminating the need to coordinate with multiple equipment vendors and installation shops. This opportunity was advertised and bids were accepted in a competitive RFQ process that was initiated by the City’s Purchasing Department. The department maintains a fleet of thirty Dodge Chargers and on average purchases five to six new cars annually to keep high mileage cars rotated out. The department attempts to rotate the Police Patrol fleet every three years because the patrol vehicles are in service 24 hours a day seven days a week.

PREVIOUS COUNCIL ACTIONS

Council has approved the purchase of a “turn-key” police package product since 2007. Auto Additions has won the bid since 2007. Last year was the first year Wire Works had submitted the lowest bid.

ANALYSIS

Bids were accepted in a competitive RFQ process that was initiated by the City’s Purchasing Department. Two vendors submitted bids on this project.

The Police Department would like to proceed with the purchase of five new patrol vehicles that will replace older high mileage vehicles from the patrol fleet.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The cost for the five police vehicles is \$192,582.95 within the budgeted amount; in account number 001-3301-641-40-04, the police motive equipment account, for the purchase of these vehicles.

TIMING ISSUES

None

COUNCIL OPTIONS

Approve or deny the ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 40.4

www.ci.medford.or.us

SUGGESTED MOTION

Move to adopt the resolution authorizing the purchase of five patrol cars from Wire Works.

EXHIBITS

Ordinance

Bid Quotations

ORDINANCE NO. 2016-108

AN ORDINANCE authorizing the purchase of five (5) new police patrol vehicles in the total amount of \$192,582.95 from Wire Works.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That the purchase of five (5) new police patrol vehicles in the total amount of \$192,582.95 from Wire Works is hereby authorized.

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

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



Wire Works LLC
 4775 Portland Rd
 Suite 200
 Salem, Or 97305

Estimate

Date	Estimate #
6/6/2016	5393

Medford Police Department
 Attention: Accounts Payable
 411 W 8th
 Medford Or 97501

Job	P.O. No.	Rep
	251223	GC

Item	Description	Qty	Rate	Total
	16' Dodge Charger V6			
	Customer to provide the following:			
	Radio			
	Video system			
	Computer			
	Computer docking station			
	Computer docking station power supply			
	Radar system if applicable			
	Graphics			
Misc	16' Dodge Charger to Medford Pd's specs including the following:	1	24,905.00	24,905.00
	Delete lights on door panels			
	Audible warning sounds			
	Driver side spot light			
Misc	Paint car two tone	1	1,800.00	1,800.00
	Power Distribution System:			
Ch27.1.7	911 Circuits power distribution panel. 27 circuits, single stage timer, 7 foot.	1	585.95	585.95T
	SPECIFY MOUNTING BRACKET			
WWPD-004	Wire Works electrical panel for the 2011 Dodge Charger.	1	99.95	99.95T
	Front of vehicle:			

Thank you for the opportunity!	Subtotal
	Sales Tax (0.0%)
	Total



Wire Works LLC
 4775 Portland Rd
 Suite 200
 Salem, Or 97305

Estimate

Date	Estimate #
6/6/2016	5393

Medford Police Department
 Attention: Accounts Payable
 411 W 8th
 Medford Or 97501

Job	P.O. No.	Rep
	251223	GC

Item	Description	Qty	Rate	Total
BK0532CGR15	Setina PB400 Aluminum Push Bumper for 2015 Dodge Charger	1	241.16	241.16T
WWSS-002	Wire Works siren speaker and universal bracket. 100 watt	1	156.00	156.00T
VTX609C	Whelen Vertex Super LED lighthouse. White.	2	71.00	142.00T
WWLP-016	WireWorks 4 Gen3 LED red and blue lighthouse. 22 flash patterns, and can used auxiliary or secondary warning lights, these units provide high performance in a compact size.	2	51.07	102.14T
Top of Vehicle:				
KBLB Liberty 2 #1	Whelen Liberty II light bar. 50" bar with 3 LED takedowns and single color.		1,595.95	1,595.95T
STPKT82	Whelen lightbar strap kit for the 2011+ Dodge Charger.	0	0.00	0.00T
LARNMOKHFU...	Larsen high frequency coax. RG58/U Dual Shield cable. 25 foot length. No connector.	1	22.50	22.50T
FW6356	Antenna Plus Multi Band Permanent Mount Cell/LTE/GPS/WIFI antenna. Black.	1	182.85	182.85T
Side of Vehicle:				
WWLP-006	Wire Works PAR-46 Replacement LED 8° Spotlight Lighthouse	1	137.82	137.82T
IONJ	Whelen ION series LED light head. Split Red/Blue.	2	79.20	158.40T
WWLB-022	Wireworks light bracket for Whelen ION. 90 degree.	2	14.95	29.90T
Rear of Vehicle:				
XT302RB	Code3 dual 3 LED lighthouse. 1 red and 1 blue module in aluminum housing.	2	96.60	193.20T
WWTO-002	Wire Works trunk organizer for the 2011+ Dodge Charger. Fits in spare tire well. 3 pc unit with space for traffic cones, fire extinguisher etc.	1	368.75	368.75T
WWTO-003	Wire Works custom trunk organizer for the 2011+ Dodge Charger. Fits between strut towers against rear prisoner seat in trunk. 1 large and 4 small divided shelves. Designed for Oregon City PD.	1	356.25	356.25T

Thank you for the opportunity!

Subtotal

Sales Tax (0.0%)

Total

Phone # 503-990-8750

Fax # 503-990-8034

www.wireworks.co



Wire Works LLC
 4775 Portland Rd
 Suite 200
 Salem, Or 97305

Estimate

Date	Estimate #
6/6/2016	5393

Medford Police Department
 Attention: Accounts Payable
 411 W 8th
 Medford Or 97501

Job	P.O. No.	Rep
	251223	GC

Item	Description	Qty	Rate	Total
WWTO-007	WireWorks trunk organizer tray to cover the battery in the trunk of a 2011 Dodge Charger	1	56.25	56.25T
Shop Supplies	Aluminum dividers for trunk organizer and edge of shelves	1	75.00	75.00T
Shop Supplies	Rubber liner for trunk organizer	1	50.00	50.00T
82213015	Dodge Charger rear deck lid fan kit. Helps to pull hot air out of truck and decrease humidity.	1	79.95	79.95T
425-6175	Officer Area: Jotto Desk Contour Console for the 2011+ Dodge Charger. 10" of faceplates. Relocates climate controls. Needs 425-6384 for complete console.	1	248.35	248.35T
425-6384	Jotto Desk Accessory adaptor plate for the 425-6175 Charger Contour Console. Includes 4" of Faceplates, relocates OEM 12V Outlets (2) and USB Port.	1	78.00	78.00T
PKG-FAM-101	Havis Universal Base Flex Arm Package	1	87.98	87.98T
DCIM4-E	EV Module economy interface module for 2015 and up Dodge Charger	1	138.00	138.00T
295SLSA6	Whelen full feature siren and lighting controller. Includes 1- 3 position slide switch and 6 programmable push buttons, park kill input, back lighting input, horn ring feature and selectable siren tones.	1	345.16	345.16T
425-6038	Jotto Desk 4" dual cupholder. Mounts in flat consoles.	1	44.30	44.30T
425-6117	Jotto Desk/ Motorola XTI 2500 - 3" Faceplate	1	0.00	0.00T
425-6096	Jotto Desk 4" faceplate for the Whelen 295HFSA5, 295HFSA6, 295HFS4, MPC01, 295SLSA6	1	0.00	0.00T
425-6051	2" Blank face plate.	1	0.00	0.00T
425-6050	1.5" Blank face plate.	1	0.00	0.00T
6404	Round LED rocker switch. Red	3	7.36667	22.10T
MMSU-1	Magnetic Mic single unit kit.	2	30.00	60.00T

Thank you for the opportunity!	Subtotal
	Sales Tax (0.0%)
	Total



Wire Works LLC
 4775 Portland Rd
 Suite 200
 Salem, Or 97305

Estimate

Date	Estimate #
6/6/2016	5393

Medford Police Department
 Attention: Accounts Payable
 411 W 8th
 Medford Or 97501

Job	P.O. No.	Rep
	251223	GC

Item	Description	Qty	Rate	Total
AOI0001	AOI air bag cut off switch for the 2004 - 2012 Ford F150, 2011-2012 Explorer, 2013 Sedan Interceptor, 2013 Utility Interceptor	1	203.76	203.76T
WWCM-005	Wire Works universal bracket to mount Zebra printer to prisoner partition	1	31.80	31.80T
Misc	USB port/cables	1	35.00	35.00
PKG-PSM-268	MDT mount: 2011-2016 Dodge Charger, 2014-2016 AWD Charger & Chrysler 300 Premium Passenger Side Mount Package	1	474.68	474.68T
475-0849	Prisoner area: Patriot Products Dual Weapon Vertical Mount with handcuff style locks. New style mount with independently adjustable locks.	1	390.00	390.00T
WWWM-008	Wireworks custom bracket to fit Jotto Desk weapons mount to mount the gun lock on the side of the stand	2	24.99	49.98T
475-0802	Patriot Dodge Charger (2011+) Space Creator Vehicle Partition Featuring Bidirectional Recessed Housing (HS/HV Window Option)	1	520.00	520.00T
475-0412	2011 and up Dodge Charger lower extension panel kit	1	48.75	48.75T
CARCG121220	Aedec Charger seat with center seat belts	1	456.25	456.25T
475-0229	Patriot vertical window armor and ABS door panels package. 11'+ Dodge Charger	1	258.70	258.70T
3SC0CDCR	Whelen 3" white LED dome light.	1	50.76	50.76T
Misc	Eye bolts for prisoners ankles	2	5.00	10.00
Labor	Labor required to complete the build of a vehicle	42	72.00	3,024.00T
Shop Supplies	Shop supplies to complete job. Includes zip ties, connectors, loom, etc.	1	275.00	275.00T
Freight out	Freight to customer.	1	150.00	150.00

Thank you for the opportunity!	Subtotal
	Sales Tax (0.0%)
	Total



Wire Works LLC
 4775 Portland Rd
 Suite 200
 Salem, Or 97305

Estimate

Date	Estimate #
6/6/2016	5393

Medford Police Department
 Attention: Accounts Payable
 411 W 8th
 Medford Or 97501

Job	P.O. No.	Rep
	251223	GC

Item	Description	Qty	Rate	Total
Graphics Installati...	Graphics Installation Fee	1	175.00	175.00T

Thank you for the opportunity!		Subtotal	\$38,516.59
		Sales Tax (0.0%)	\$0.00
		Total	\$38,516.59



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.1

www.ci.medford.or.us

DEPARTMENT: City Council
PHONE: (541) 774-2000
STAFF CONTACT: City Council

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-109

An ordinance authorizing execution of an Employment Agreement with Brian Sjothun for the position of City Manager.

SUMMARY AND BACKGROUND

The City Council interviewed applicants for the position of City Manager and recommends entering into an agreement with Brian Sjothun.

PREVIOUS COUNCIL ACTIONS

None

ANALYSIS

The City Council recommends entering into a contract with Brian Sjothun as the new City Manager of the City of Medford.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

\$152,000 base salary plus benefits. Total compensation is within the resources of the current adopted budget.

TIMING ISSUES

Agreement is effective upon Council approval and signed by both parties.

COUNCIL OPTIONS

Adopt, modify, or deny the ordinance.

STAFF RECOMMENDATION

No recommendation.

SUGGESTED MOTION

I move to adopt the ordinance entering into an agreement with Brian Sjothun as the new City Manager.

EXHIBITS

Ordinance
Agreement on file in the City Recorder's Office

ORDINANCE NO. 2016-109

AN ORDINANCE authorizing execution of an Employment Agreement with Brian Sjothun for the position of City Manager.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of an Employment Agreement with Brian Sjothun for the position of City Manager of the City of Medford, which is on file in the City Recorder's office, is hereby authorized.

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

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.2

www.ci.medford.or.us

DEPARTMENT: Parks and Recreation Dept. **AGENDA SECTION:** Ordinances and Resolutions
PHONE: (541) 774-2413 **MEETING DATE:** September 1, 2016
STAFF CONTACT: Pete Young, Parks Planner

COUNCIL BILL 2016-110

An ordinance awarding a contract in an amount of \$212,407.36 to Vitus Construction for construction, installation, and modification of amenities at Oregon Hills Park.

SUMMARY AND BACKGROUND

The Parks and Recreation Department is requesting the awarding of a contract in the amount of \$212,407.36 to Vitus Construction for installation or modification of amenities at Oregon Hills Park.

PREVIOUS COUNCIL ACTIONS

On June 4, 2015, Council approved Council Bill 2015-57, adopting the 2015-17 biennial budget and making appropriations thereunder, including funding for Oregon Hills Park development.

ANALYSIS

If approved, this competitively bid contract will result in the construction of a lighted basketball court, a picnic shelter, a drinking fountain at Oregon Hills Park as well as installation of park signage and additional landscaped areas. The contract also includes energy efficiency upgrades to existing parking lot lights and two ADA renovations identified in the Parks and Recreation Department’s recently adopted ADA Transition Plan.

The work completes the first of four planned park development phases outlined in the 2009 Oregon Hills Park master plan, which encompasses 2.5 acres of the 15-acre site. Subsequent phases will follow the Public Works Department’s development of a 100-year storm event detention facility expected to impact approximately seven acres of the undeveloped parcel.

The initial set of park amenities and infrastructure associated with Phase 1 development were completed in June 2013.

The proposal from Vitus Construction was the lowest of three bids for the project:

Company	Bid
Vitus Construction	\$212,407.36
JB Steel	\$295,918
Roxy Anne Rock Inc.	\$298,682.25

The proposed contract is significantly less than the engineering estimate of approximately \$300,000.

Vitus Construction has previous experience in construction of Medford city parks and the Medford-based company met all of the requirements that were part of the competitive bid process.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

Vitus Construction, Inc. submitted a bid price of \$212,407.36. Funding is budgeted and available in the park dedication fund (Fund 15).

TIMING ISSUES

The contract completion deadline is June 30, 2017 presuming timely contract approval, and weather-permitting.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.2

www.ci.medford.or.us

COUNCIL OPTIONS

Approve or deny the ordinance.

RECOMMENDATION

Staff recommends approval of the contract award.

SUGGESTED MOTION

I move to approve the award of a construction contract with Vitus Construction in the amount of \$212,407.36.

EXHIBITS

Ordinance

Maps

Contract on file in the City Recorder's Office.

ORDINANCE NO. 2016-110

AN ORDINANCE awarding a contract in an amount of \$212,407.36 to Vitus Construction for construction, installation, and modification of amenities at Oregon Hills Park.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That a contract in an amount of \$212,407.36 to Vitus Construction for construction, installation, and modification of amenities at Oregon Hills Park, which is on file in the City Recorder's office, is hereby awarded to Vitus Construction.

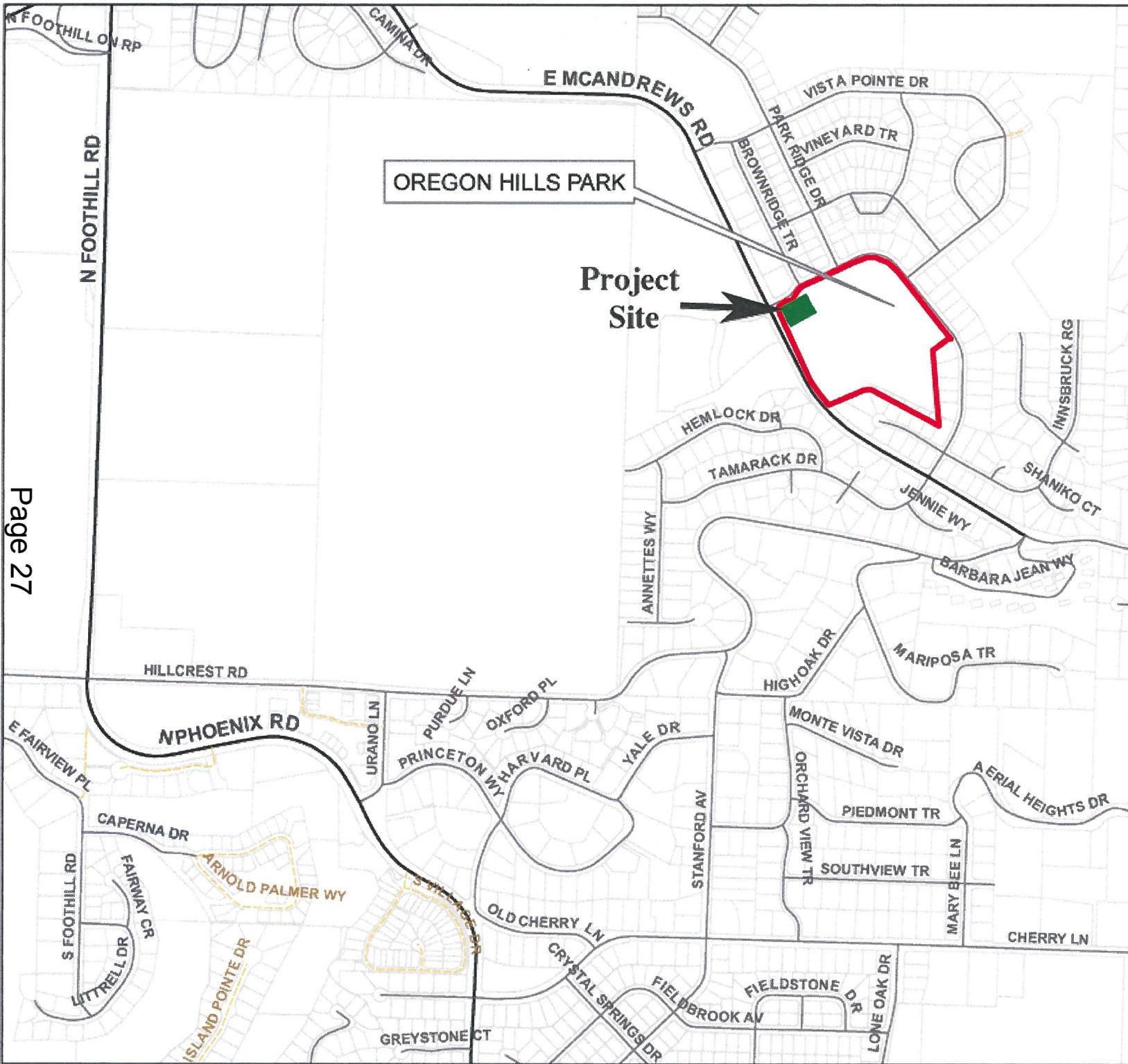
PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



**CITY OF MEDFORD
PARKS & RECREATION
OREGON HILLS PARK**

VICINITY MAP
04/19/12

37 1W 22 216

6001 E. MCANDREWS RD.
MEDFORD, OREGON



OREGON HILLS PARK

Phase II

LANDSCAPE PLAN

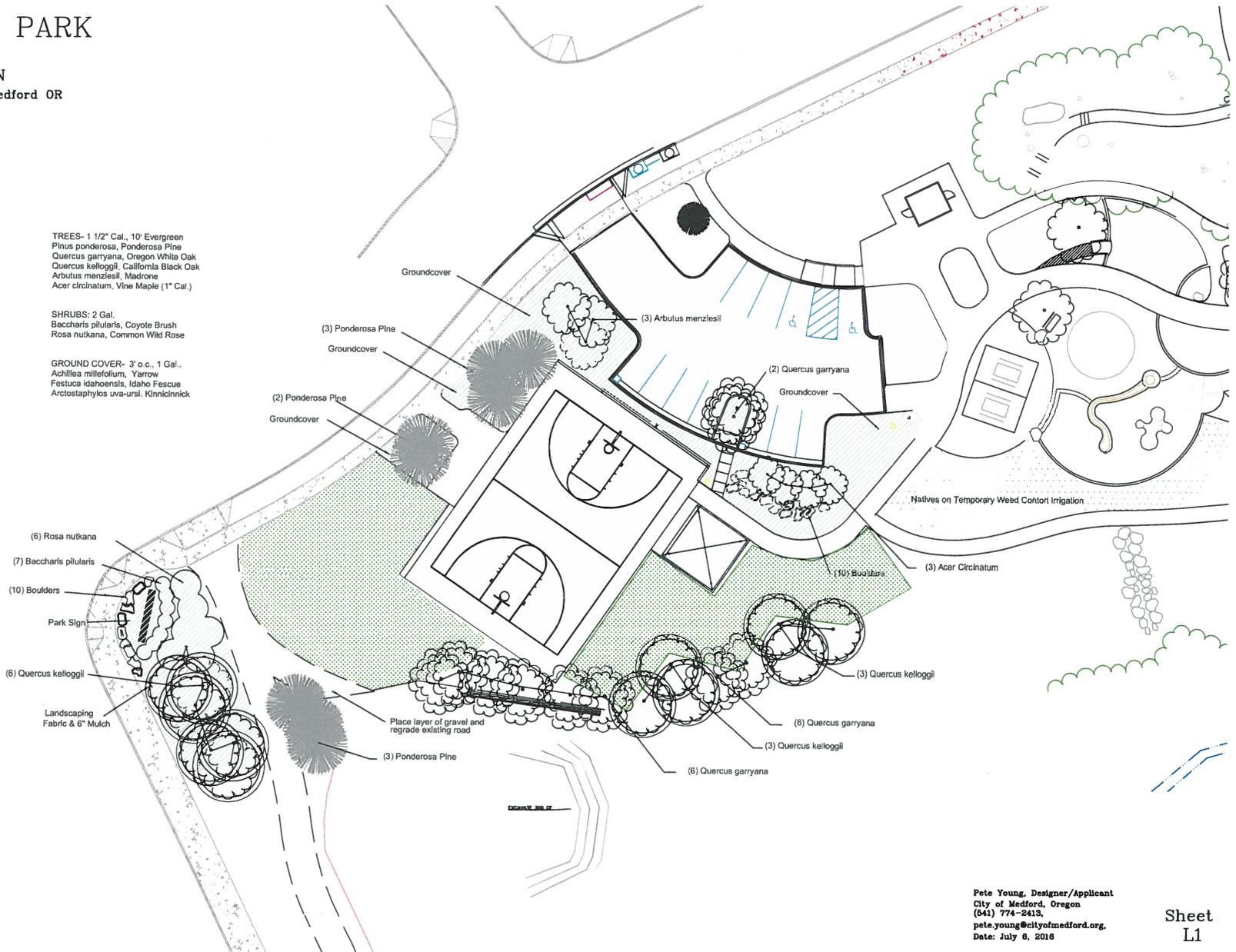
6001 E McAndrews Ave., Medford OR

-  3-way Rye Grass
-  6" Wood Chips
-  Native grasses
Yarrow
Sterile Annual Rye Grass

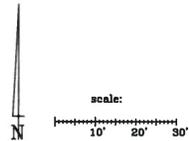
TREES- 1 1/2" Cal., 10' Evergreen
Pinus ponderosa, *Ponderosa Pine*
Quercus garryana, Oregon White Oak
Quercus kelloggii, California Black Oak
Arbutus menziesii, Madrone
Acer circinatatum, Vine Maple (1" Cal.)

SHRUBS: 2 Gal.
Baccharis pilularis, Coyote Brush
Rosa nutkana, Common Wild Rose

GROUND COVER- 3' o.c., 1 Gal.
Achillea millefolium, Yarrow
Festuca idahoensis, Idaho Fescue
Arctostaphylos uva-ursi, Kinnikinnick

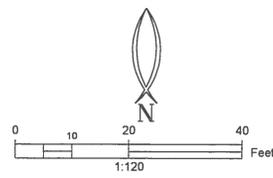
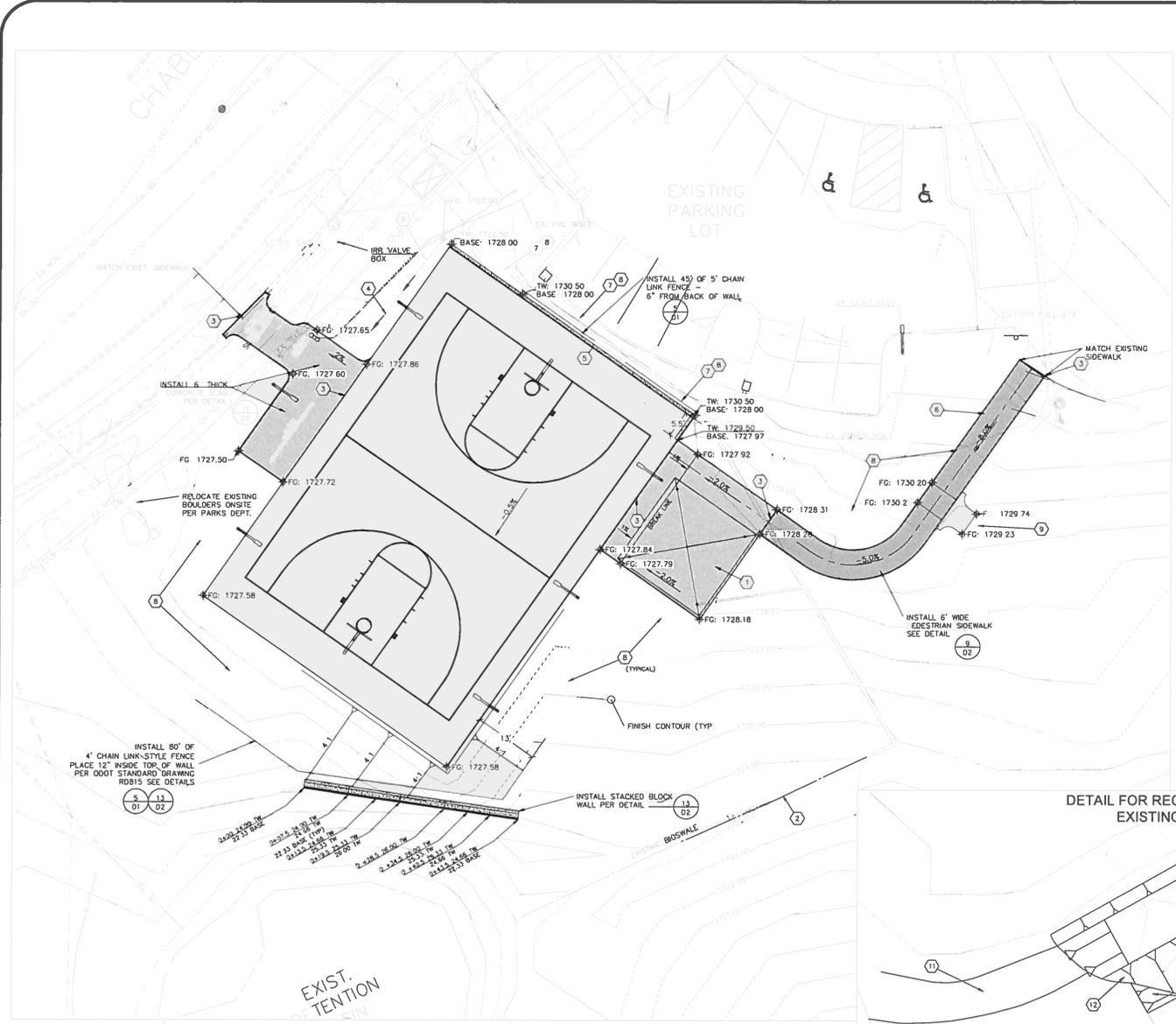


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Pete Young, Designer/Applicant
 City of Medford, Oregon
 (541) 774-2613,
 pete.young@cityofmedford.org,
 Date: July 6, 2018

Sheet
 L1



NOTE: THESE PLANS ARE PRELIMINARY. ANY RECORDING, PERMITS, OR APPROVALS FROM ANY LOCAL AGENCIES OR DEPARTMENTS AT THAT TIME ARE FINAL. CONSTRUCTION SETS OF PLANS WILL BE PROVIDED UPON REQUEST.

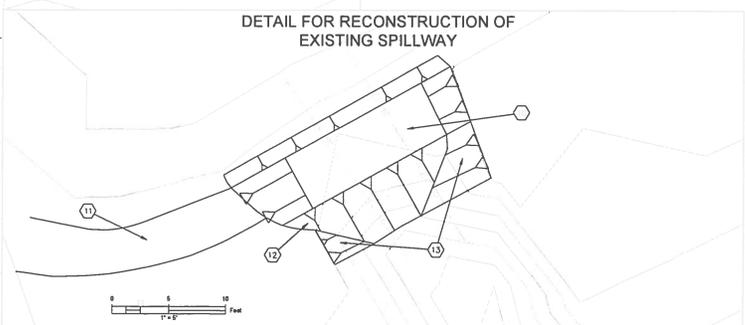
CONSTRUCTION NOTES:

1. INSTALL POLYGON 20X20 SOLAR SHADE STRUCTURE WITH POLYURETHANE RAIN GUTTER SYSTEM (SUPPLIED BY CDM PARKS DEPT.) FOOTINGS SHALL BE INSTALLED PER CDM, GEOTECH REPORT, AND MANUFACTURER.
2. PROTECT BIO SWALE DURING CONSTRUCTION WITH TEMPORARY FENCING.
3. INSTALL ISOLATION JOINT (10/02)
4. GRADE SMOOTH TO ENSURE DRAINAGE AWAY FROM COURT
5. INSTALL 8" THICK CONCRETE RETAINING WALL PER DETAIL (8/02) HEIGHT VARIES.
6. INSTALL WHEELCHAIR RAMP RAILING PER DETAIL (8/02)
7. GRADE UNIFORMLY FROM BACK OF CURB TO BACK OF WALL
8. GRADE UNIFORMLY AT 4:1 MAXIMUM SLOPE - TYPICAL ALL SLOPES UNLESS DIRECTED OTHERWISE BY PARKS DEPT.
9. FUTURE WOOD CHIP TRAIL CONNECTION
10. INSTALL 4"-0" COMPACTED CRUSHED ROCK SPILLWAY - 5' WIDE X 14' WITH 2:1 SLOPE. TOP ELEVATION OF 1719.42. TIE TO EXISTING GROUND ON BOTH SIDES AT 4:120 - ENSURE THAT WATER SURFACE WILL BE CONTAINED AT ELEVATION 1719.42.
11. PLACE AND COMPACT SPILLWAY MATERIAL MIN. 3' WIDE WITH 2:1 SLOPE. TIE TO ELEVATION 1720.
12. REMOVE EXISTING EARTH SPILLWAY TO EXISTING APPROX 312" DEEP
13. ARMOR SLOPE W/4"-0" COMPACTED CRUSHED ROCK 12" DEEP

UTILITY NOTES:

1. UTILITY INFORMATION DEPICTED ON THIS MAP IS PLOTTED FROM SURFACE FEATURES AND UTILITY MARKINGS LOCATED IN THE FIELD AND RECORD INFORMATION SUPPLIED BY UTILITY COMPANIES. ALL INFORMATION SHOULD BE FIELD VERIFIED BEFORE CONSTRUCTION. NOTIFY ENGINEER IF PROBLEMS EXIST.
2. PROPOSED POWER/DRY UTILITIES SHOWN FOR REFERENCE ONLY. SEE UTILITY COMPANY PLANS FOR SPECIFIC PLANS & REQUIREMENTS.
3. INSTALL SILT FENCING DOWNHILL OF CONSTRUCTION TO PREVENT MIGRATION OF SOIL TO POND AND SURROUNDAGE.
4. INSTALL WAFFLES TO PROTECT OUTLET PIPES IN DETENTION POND
5. REFER TO LANDSCAPE PLANS FOR IRRIGATION CROSSING SLEEVES AND OTHER RELATED IRRIGATION WORK
6. COORDINATE WITH LANDSCAPE PLANS REGARDING DEPTHS AND PLACEMENT OF TOPSOIL RELATIVE TO FINISH GRADING

FG= FINISH GRADE



SEE BLOW UP INSERT THIS SHEET:
DETAIL FOR RECONSTRUCTION OF
EXISTING SPILLWAY

HARDEY GROUP, INC.
10250 N. BROWN ST. SUITE 100
MEDFORD, OR 97504-0003
PHONE: 541-772-8880
FAX: 541-772-8880
EMAIL: info@har-inc.com

GRADING AND PAVING PLAN
OREGON HILLS PARK
BASKETBALL COURT PHASE II
MEDFORD PARKS AND RECREATION MEDFORD, OREGON

SHEET: C-2
DESIGN: 4/2016 BY: ALH
DRAWN: 4/2016 BY: JH
CHECKED: BY:
FILE NO.: 746-21-15
DRAWING FILE: DRHILLSPLAN.DWG
DATE: 04/15/2016

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John L. Hardey



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.3

www.ci.medford.or.us

DEPARTMENT: Parks & Recreation

PHONE: 541-774-2408

STAFF CONTACT: Angela Durant, Grants Administrator

AGENDA SECTION: Ordinances and Resolutions

MEETING DATE: August, 18, 2016

COUNCIL BILL 2016-111

An ordinance authorizing execution of a grant agreement with the Housing Authority of Jackson County in the amount of \$200,000 in 2016 Community Development Block Grant funds and an estimated \$93,750 in program income for the Homeowner Repair Program.

SUMMARY AND BACKGROUND

The City of Medford's Homeowner Repair Program, administered by the Housing Authority of Jackson County provides no-interest loans to homeowners in need of repairs that are recognized as hazards to health and safety. Each loan is secured by a lien on the property, with repayment due upon sale or transfer of property by owner. As liens are satisfied, the City receives program income that may be reallocated to the program for future use. The City of Medford and the Housing Authority of Jackson County have been working together, utilizing Community Development Block Grant (CDBG) funding, since 1996 to rehabilitate over 400 Medford homes. The attached CDBG agreement represents the City's commitment to continue this partnership through the execution of a grant agreement for \$200,000 in 2016 CDBG funds with an estimated \$93,750 in program income for the Homeowner Repair Program.

PREVIOUS COUNCIL ACTIONS

The City's 2016 Action Plan was approved by Council on May 5, 2016.

ANALYSIS

The City CDBG grant funds for capital improvement projects are allocated to eligible organizations providing services within the City of Medford. Funding for this program was recommended by the Housing and Community Development Commission at its May 4, 2016 meeting and approved by City Council on May 5, 2016 via approval of the 2016 Action Plan. On August 4, 2016, the Housing and Community Development Commission recommended and approved increasing the contract value to the full requested amount of \$200,000, utilizing unused 2015 program year funds; as well as increasing the eligible program income to accommodate for additional program income received to the amount of \$93,750. Funding will support the rehabilitation of approximately 16 homes owned by low-income citizens as part of the City of Medford's Homeowner Repair Program administered by the Housing Authority of Jackson County.

TIMING ISSUES

The City Council must approve the agreement prior to the Housing Authority of Jackson County proceeding with any rehabilitation work.

COUNCIL OPTIONS

Approve the ordinance, amend or deny the ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance to authorize the execution of the grant agreement.

SUGGESTED MOTION

I move to approve the ordinance to authorize the execution of the 2016 CDBG grant agreement with Housing Authority of Jackson County for the Homeowner Repair Program.

EXHIBITS

Ordinance

The agreement is on file in the Recorder's Office.

ORDINANCE NO. 2016-111

AN ORDINANCE authorizing execution of a grant agreement with the Housing Authority of Jackson County in the amount of \$200,000 in 2016 Community Development Block Grant funds and an estimated \$93,750 in program income for the Homeowner Repair Program.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of a grant agreement with the Housing Authority of Jackson County in the amount of \$200,000 in 2016 Community Development Block Grant funds and an estimated \$93,750 in program income for the Homeowner Repair Program, which agreement is on file in the City Recorder's office, is hereby authorized.

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

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.4

www.ci.medford.or.us

DEPARTMENT: Public Works
PHONE: 541-774-2100
STAFF CONTACT: Cory Crebbin, Public Works Director

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-112

An ordinance amending sections 4.761 and 4.763 of the Medford Municipal Code pertaining to Home-Based Business (HBB) street utility fees.

SUMMARY AND BACKGROUND

An ordinance amending Sections 4.761 and 4.763 of the Medford Municipal Code (MMC) eliminating the Home-Based Business (HBB) street utility fee.

PREVIOUS COUNCIL ACTIONS

The HBB utility fee was discussed at the July 7 and July 21, 2016, Council meetings. Additionally, the fee was discussed at the July 28, 2016, Council Officer's meeting.

ANALYSIS

The purpose of the HBB utility fee is to collect the Street Utility Fee due to additional traffic generated by businesses operated out of homes that is not reflected in the fee for a typical residence. Additional traffic is generated by business operators driving to/from clients, clients driving to/from the business residence or additional deliveries/shipping of product. The current HBB fee is \$3.48 per month.

Costs to administer the HBB utility fee are not directly tracked. Time is spent adding/removing the fee to new or closed utility accounts and conducting audits of HBB utility fees against business license records to ensure fees are charged accurately. This equates to approximately \$7,000 per year of fully-loaded labor costs.

The HBB utility fee generates approximately \$50,000 of annual revenue. With the proposed elimination of the HBB fee future revenue will be reduced. The HBB fee represents about 1% of the total Street Utility Fee revenue.

Section 4.761 (1) (f) is added to discontinue the HBB fee effective September 15, 2016. Eliminating the HBB fee on the 15th avoids prorating the final month's utility bill.

Section 4.763, Table 4.1, Row "Residential E" is eliminated.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

A reduction in Street Utility revenue (Fund 24) of approximately \$50,000 per year.

TIMING ISSUES

None.

COUNCIL OPTIONS

Approve, modify, or deny the ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 60.4

www.ci.medford.or.us

SUGGESTED MOTION

I move to approve the ordinance amending Sections 4.761 and 4.763 of the MMC eliminating the Home-Based Business utility fee.

EXHIBITS

Ordinance

ORDINANCE NO. 2016-112

AN ORDINANCE amending sections 4.761 and 4.763 of the Medford Municipal Code pertaining to Home-Based Business street utility fees.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 4.761 of the Medford Municipal Code is amended to read as follows:

4.761 Imposition of Utility Fee.

(1) Subject to the provisions of Section 4.763, there is hereby imposed upon the responsible party for each and every developed lot or parcel of land within the city a monthly street utility fee calculated as follows:

(f) The Home-Based Business utility fee is discontinued effective September 15, 2016.

SECTION 2. Section 4.763 of the Medford Municipal Code is amended to read as follows:

4.763 Determination of Utility Fee.

<i>Bundle</i>	<i>ITE Codes</i>	<i>Unit of Quantity</i>	<i>Quantity Range</i>	<i>Modified Average Daily Trip-End Formula</i>	<i>Pass-By Factor</i>

RESIDENTIAL					

E. Home-Based-Business	210-224, 230-233, 240, 270	Dwelling Units	All	4.785	1.00

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

ATTEST: _____
City Recorder

Mayor

APPROVED: _____, 2016.

Mayor

NOTE: Matter in **bold** is new. Matter ~~struck out~~ is existing law to be omitted. Three asterisks (***) indicate existing law which remains unchanged by this ordinance but was omitted for the sake of brevity.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 120.1

www.ci.medford.or.us

DEPARTMENT: City Manager's Office
PHONE: 541-774-2000
STAFF CONTACT: Alison Chan, City Manager Pro Tem

AGENDA SECTION: Public Hearings
MEETING DATE: September 1, 2016

COUNCIL BILL 2016-113

An ordinance authorizing execution of an amendment to the Solid Waste Collection Franchise Agreement with Rogue Disposal and Recycling, Inc., to extend the term to December 31, 2027, and by replacing Exhibit C to adopt a new rate schedule to be effective January 1, 2017.

SUMMARY AND BACKGROUND

The City of Medford and Rogue Disposal & Recycling, Inc. entered into a franchise agreement on June 1, 1971 to provide trash removal services to residents in the City of Medford. Recycling services were added to the franchise agreement in July 1986. The leaf removal program was added in 1999. Rogue Disposal has requested an extension until December 31, 2027 and a rate increase above CPI. Council approval is required for a rate increase above the CPI.

PREVIOUS COUNCIL ACTIONS

Council entered into a franchise agreement with Rogue Disposal on June 1, 1971. On September 24, 1981, Council renewed the franchise agreement for ten years beginning October 1, 1981. An addendum was approved on July 9, 1986 to add recycling, as required by Oregon law, to the franchise agreement. A one year extension was adopted in October 1991. An increase in rates was adopted by Council on April 16, 1992. In August 1992, a second addendum was adopted to set rates that shall not be exceeded without approval by Council at a public session noticed to the people of Medford and changed the franchise fee rate. Extensions occurred every six months until a new franchise agreement was adopted on June 20, 1996 for one year. At the end of the year, the agreement was renewed with a 10-year term expiring in 2007. In May of 2002, a five-year extension to January 2012 was approved. Council approved a five-year extension on December 21, 2006 with an expiration date of December 31, 2016. On December 1, 2011, Council approved a five-year extension with an expiration date of December 31, 2021.

ANALYSIS

The franchise agreement with Rogue Disposal provides for trash removal services, recycling and leaf removal within the City of Medford. Rogue Disposal is requesting a five year extension to December 31, 2027 and an increase in collection rates above CPI. Council approval of a rate increase greater than CPI is required per Section 7.3 (c) of the franchise agreement. The requested rate schedule is attached.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The City receives approximately \$ 900,000 annually in franchise fees.

TIMING ISSUES

Rogue Disposal is requesting an increase in collection rates beginning January 1, 2017 and an extension through December 31, 2027.

COUNCIL OPTIONS

Approve, modify or deny the ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance to increase collection rates per the attached schedule and to extend the franchise agreement through December 31, 2027.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 120.1

www.ci.medford.or.us

SUGGESTED MOTION

I move to approve the ordinance authorizing the increase in collection rates per the attached schedule and extending the franchise agreement until December 31, 2027.

EXHIBITS

Ordinance

Rate Increase Schedule

ORDINANCE NO. 2016-113

AN ORDINANCE authorizing execution of an amendment to the Solid Waste Collection Franchise Agreement with Rogue Disposal and Recycling, Inc., to extend the term to December 31, 2027, and by adopting Exhibit A as a new rate schedule to be effective January 1, 2017.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of an amendment to the Solid Waste Collection Franchise Agreement with Rogue Disposal and Recycling, Inc., to extend the term to December 31, 2027, and by adopting Exhibit A as a new rate schedule to be effective January 1, 2017, which amendment is on file in the City Recorder's office, is hereby authorized.

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

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



One West Main, Suite 401

Medford, OR 97501

541 779 4161

roguedisposal.com

August 3rd, 2016

Bill Hoke
Deputy City Manager, City of Medford
411 W. 8th Street
Medford, OR 97501

Dear Bill:

Please accept this request from Rogue Disposal and Recycling to have the City Council of Medford:

- Accept the 20th Anniversary Performance Audit (Maul, Foster & Alongi report)
- Accept the Rogue Disposal & Recycling Collection Periodic Rate Adjustment Report (Wilson Consulting report)
- Approve a 5 year extension of the Franchise Agreement (January 2022 to December 2027)
- Adopt the Revised Rate Schedule, to be effective January 1, 2017
- Approve a new rate for Commercial Commingled Recycling services

We appreciate the long-term partnership that our company has with the City, and look forward to providing services to the residents of Medford for years to come.

Should you have any questions, please contact me at 541-210-1405.

Sincerely,

Garry L. Penning
Director, Governmental Affairs and Marketing



Solid Waste & Recycling Collection Periodic Rate Adjustment City of Medford, Oregon

Exhibit C – Requested Rate Schedule

ROGUE DISPOSAL AND RECYCLING, INC.
MAXIMUM MONTHLY COLLECTION RATES
EFFECTIVE JANUARY 1, 2017

Residential Collection

Garbage/Curbside Recycling			
35 gallon cart @ curb (1 can service)	\$	19.08	Per month
65 gallon cart @ curb (2 can service)	\$	31.98	Per month
95 gallon cart @ curb (3 can service)	\$	44.88	Per month
Each Additional Can Serviced Weekly	\$	12.90	Per month
Extra 32 gallon Can or Bag On Route	\$	4.77	Each
Special Pick-up - Non-Garbage Customer	\$	16.18	Each
Recycling Cart - Non-Garbage Customer	\$	5.64	Per month
Green Waste Cart - Garbage Customer	\$	7.28	Per month
Green Waste Cart - Non-Garbage Customer	\$	9.34	Per month

Commercial (Front-Load)

Monthly Front-Load Rates by Container size and Frequency of Pickup

	1 1/2 YD	2 YD	3 YD	4 YD	6 YD	8 YD
1 x Week	\$ 127.77	\$ 166.54	\$ 197.29	\$ 255.44	\$ 367.03	\$ 478.51
2 x Week	\$ 206.96	\$ 268.36	\$ 371.88	\$ 473.69	\$ 662.94	\$ 850.41
3 x Week	\$ 299.10	\$ 381.57	\$ 531.93	\$ 670.97	\$ 1,012.10	\$ 1,353.29
4 x Week	\$ 391.24	\$ 480.18	\$ 680.68	\$ 908.65	\$ 1,330.59	\$ 1,754.26
5 x Week	\$ 467.26	\$ 578.75	\$ 852.06	\$ 1,126.89	\$ 1,652.38	\$ 2,177.81
6 x Week	\$ 530.30	\$ 693.63	\$ 1,012.10	\$ 1,343.57	\$ 1,972.47	\$ 2,601.46
Extra p/u	\$ 46.06	\$ 55.74	\$ 75.16	\$ 94.62	\$ 133.39	\$ 172.18

Commercial Commingle Recycling (Front-Load)

Monthly Front-Load Rates by Container size and Frequency of Pickup

	1 1/2 YD	2 YD	3 YD	4 YD	6 YD	8 YD
1 x Week	\$ 38.33	\$ 49.96	\$ 59.19	\$ 76.63	\$ 110.11	\$ 143.55
Extra p/u	\$ 13.82	\$ 16.72	\$ 22.55	\$ 28.39	\$ 40.02	\$ 51.65

Commercial Commingle Recycling (Bins)

65 gallon cart @ curb (2 can service)	\$	9.60
95 gallon cart @ curb (3 can service)	\$	13.47

Industrial (Roll-off)

DROP BOX SERVICE RATES

<u>SIZE</u>	<u>RATE PER LOAD</u>		<u>DAILY RENT</u>	
	<u>LOOSE</u>	<u>COMPACT</u>	<u>PERM</u>	<u>TEMP</u>
10 Yard Box (rate per haul)	\$ 260.44	\$ 436.47	\$ 2.78	\$ 5.54
20 Yard Box (rate per haul)	\$ 391.51	\$ 740.95	\$ 3.47	\$ 6.93
27 Yard Box (rate per haul)	\$ 483.45		\$ 4.15	\$ 8.32
30 Yard Box (rate per haul)	\$ 522.26		\$ 4.15	\$ 8.32
33 Yard Box (rate per haul)	\$ 559.39		\$ 4.15	\$ 8.32
40 Yard Box (rate per haul)	\$ 677.61		\$ 4.15	\$ 8.32
50 Yard Box (rate per haul)	\$ 847.36		\$ 4.15	\$ 8.32



Solid Waste & Recycling Collection Periodic Rate Adjustment City of Medford, Oregon

ROGUE DISPOSAL AND RECYCLING, INC. MAXIMUM MONTHLY COLLECTION RATES EFFECTIVE JANUARY 1, 2017

Residential Collection Miscellaneous Charges

\$ 26.74	Exchange Roll Cart
\$ 2.21	32 Gal Can Extra GW Pick-Up
\$ 1.52	Extra GW Cart Rent Per Month
\$ 2.90	On Call Extra GW Cart Pick-up
\$ 7.19	Recycle Bin Not Returned
\$ 2.90	For Each Addtl Resident Roll Cart
\$ 24.67	Off Route Charge
\$ 59.56	35 Gal Lost Cart Replacement
\$ 69.27	65 Gal Lost Cart Replacement
\$ 87.27	95 Gal Lost Cart Replacement
\$ 6.22	Cart/Can not at Curb (per Month)
\$ 6.50	Long Driveway with Cart (per Month)
\$110.82	Misc. Labor (Truck and Driver) per Hour
\$ 48.48	Misc. Labor (Helper) per Hour
\$ 46.96	Small Quantity Pgm - 5 Pre-Paid Bags
\$ 64.84	Small Quantity Pgm - 10 Pre-Paid Bags
\$ 72.02	1st Appliance
\$ 36.02	Ea. Additional Appliance
\$ 13.85	Tire - Passenger
\$ 27.70	Tire - Truck
\$ 27.70	Misc. Loose Waste - Per Yard
\$ 8.73	Christmas Tree - Per 3 Ft Section

Commercial Collection Special Charges

\$ 27.70	Per month temporary container rental		
\$ 27.70	Per month temporary cardboard only; waived if minimum p/u every other week		
\$ 36.02	Trip charge/pull fee		
\$ 55.41	Cleaning		
\$ 55.41	Deposit		
\$ 55.41	Pickup & Delivery		
\$ 16.63	Pull Out from 30-90 ft (multiply by p/u per week)		
\$ 12.47	Key Acct		
\$ 6.93	Per month auto lock container		
\$ 22.17	Lock replacement		
\$112.19	6 yd. or under FL compactor cleaning fee		
	<u>Deliver</u> <u>Pickup</u>		
\$121.35	Bin for a day - 5 yard - 24 hours 1 Dump		
\$137.53	Bin for a week-end - 5 yard - 48 hours 1 Dump	Fri	Mon am
\$153.70	Bin for 72 hours - 5 yard - 1 Dump	1st day	4th day
\$ 93.75	Yard debris bin for a day - 5 yard - 24 hours 1 Dump		
\$109.39	Yard debris bin for a week-end - 5 yard 1 Dump	Fri	Mon am
\$125.04	Yard debris bin for 72 hours - 5 yard 1 Dump	1st day	4th day

Industrial Special Charges

\$ 37.00	Compactor - Per Yard Under 20 Yds
\$ 34.24	Compactor - Per Yard 20 Yds and Over
\$123.30	Compactor Cleaning
\$ 36.02	Trip Charge(move box @ location) / Turn Around Charge
\$116.37	Haul Fee - Asbestos Box (Requires special per yard disposal charge)
\$116.37	Wood Box Haul Fee
\$ 2.78	Per Mile, starting after border boundary
\$ 27.70	Car tire in drop box
\$ 41.55	Truck tire in drop box
\$ 72.02	Haul Fee to haul appliance from landfill to transfer station