



## Medford City Council Meeting

# Agenda

October 18, 2018

6:00 P.M.

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

10. **Roll Call**

20. **Recognitions, Community Group Reports**

20.1 Employee of the Quarter

20.2 Quarterly and Annual Travel Medford Updates by Eli Matthews

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

Comments will be limited to 4 minutes per individual, group or organization. PLEASE SIGN IN.

40. **Public Hearings**

50. **Approval or Correction of the Minutes of the September 20 and October 4, 2018 Regular Meetings**

60. **Consent Calendar**

70. **Items Removed from Consent Calendar**

80. **Ordinances and Resolutions**

80.1 COUNCIL BILL 2018-119 An ordinance amending section 2.427 of the Medford Municipal Code to clarify the jurisdiction and scope of the Police Advisory Committee.

80.2 COUNCIL BILL 2018-120 An ordinance authorizing acceptance and expenditure of a Local Government Small Grant in the amount of \$69,100.00 from the State of Oregon Parks and Recreation Department for the construction of Olsrud Family Community Playground located in Bear Creek Park.

80.3 COUNCIL BILL 2018-121 An ordinance authorizing acceptance and expenditure of a Local Government Large Grant in the amount of \$490,017.00 from the State of Oregon Parks and Recreation Department for development of Cedar Links Park.

80.4 COUNCIL BILL 2018-122 An ordinance authorizing the execution of an agreement in the amount of \$256,602.67 with C.A. Galpin for installation of Longstone Drive and improvements related to Cedar Links Park development.

90. **Council Business**

90.1 Proclamations issued:  
Red Ribbon Week, October 23 - 31, 2018

90.2 Committee Reports and Communications

**100. City Manager and Staff Reports**

100.1 Receivership Program Update

100.2 Further reports from City Manager

**110. Adjournment**

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# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.1

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<b>DEPARTMENT:</b>	Police; Legal	<b>AGENDA SECTION:</b>	Ordinances and Resolutions
<b>PHONE:</b>	(541) 774-2020	<b>MEETING DATE:</b>	October 18, 2018
<b>STAFF CONTACT:</b>	Deputy Chief Scott Clauson, MPD; Eric Mitton, Deputy City Attorney		

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## **COUNCIL BILL 2018-119**

An ordinance amending section 2.427 of the Medford Municipal Code to clarify the jurisdiction and scope of the Police Advisory Committee.

## **SUMMARY AND BACKGROUND**

Council is requested to consider an ordinance amending Medford Municipal Code section 2.427 to clarify the jurisdiction and scope of the Police Advisory Committee.

## **PREVIOUS COUNCIL ACTIONS**

On April 15, 2010, City Council approved Ordinance No. 2010-82, creating the Police Advisory Committee.

On October 4, 2012, City Council approved Ordinance No. 2012-157, modifying the terms of committee members and adjusting the unexcused absence policy.

On January 3, 2013, City Council approved Ordinance No. 2013-003, adjusting provisions regarding membership qualification.

## **ANALYSIS**

The Police Advisory Committee (PAC) provides a venue for engagement with citizens as well as providing a venue for citizens to interact with the Medford Police Department regarding the Department's policies and overall activities.

However, for individuals pursuing a grievance about a certain specific event, the PAC is not meant to serve as a substitute for either a personnel complaint or a civil claim, nor is the PAC intended to serve as an appeal body for appeals from decisions made on a personnel complaint or a civil claim. The proposed amendments clarify the jurisdiction and scope of the PAC to reflect that intent. For example, language encouraging citizens to use the PAC to "seek redress for unresolved police complaints" has been removed, as has language encouraging the PAC to "determine if complaints and problems have been addressed." Instead, language has been added stating that PAC serves to provide a venue for citizen engagement and interaction with the Police Department as to its overall activities and policies.

A change to the term of PAC members from two years to three years is also proposed to facilitate continuity and institutional knowledge.

## **FINANCIAL AND/OR RESOURCE CONSIDERATIONS**

None.

## **TIMING ISSUES**

None.

## **COUNCIL OPTIONS**

Approve the ordinance.

Modify the ordinance.

Deny the ordinance and provide direction to staff.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 80.1

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**STAFF RECOMMENDATION**

Staff recommends that the City Council approve the ordinance.

**SUGGESTED MOTION**

I move to approve the ordinance amending section 2.427 of the Medford Municipal Code regarding the Police Advisory Committee.

**EXHIBITS**

Ordinance

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ORDINANCE NO. 2018-119

AN ORDINANCE amending section 2.427 of the Medford Municipal Code to clarify the jurisdiction and scope of the Police Advisory Committee.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 2.427 of the Medford Municipal Code is amended to read as follows:

2.427 Police Advisory Committee.

To achieve and meet community expectations, the Medford Police Department strives to continuously evaluate and improve its quality of public safety services in partnership with the community. The purpose of the Police Advisory Committee is to assist the Police Department in exploring solutions to community issues and to serve as a forum for community members to ~~seek redress for unresolved police complaints~~ **receive and provide information and feedback regarding local law enforcement services.**

1. Police Advisory Committee Created.

(1) The Police Advisory Committee shall consist of the following 11 members: one member from each ward (4); one (1) member representing the 549 School District; one (1) member representing the minority community; one (1) member representing the faith based community; one (1) member representing the business community; the Chief of Police; the Deputy Police Chief of Operations, and the Deputy Police Chief of ~~Administration~~ **the Support Bureau**. All members shall be appointed to serve ~~two~~ **three**-year staggered terms.

(2) All members shall meet the following qualifications: be a law abiding citizen with no felony convictions or convictions involving crimes of moral turpitude, be willing to commit to ~~two~~ **three** years of services, be willing to serve as an advocate for the Police Department's outreach efforts and be willing to serve as an advocate on behalf of the community.

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2. Powers and Duties of Police Advisory Committee.

(1) The powers and duties of the Police Advisory Committee shall be as follows:

(a) Meet at least once each quarter, or by calling a special meeting, if needed.

(b) Review all comment cards ~~and determine if complaints and problems have been addressed.~~

(d) Review any departmental procedures that have resulted in repeated complaints and make recommendations to the **Chief of Police Department** regarding ~~the need for any potential~~ policy changes.

(e) Compile and forward to the City Council an annual written report by January 30<sup>th</sup>. The report shall include data concerning the status of matters reported on, comment cards, written complaints, use of force and all activities the Police Advisory Committee participated in. The report shall be in a form prescribed by the City Council. **The purpose of the report shall be to summarize Police Advisory Committee activities, and not to provide policy recommendations directly to City Council.**

(f) ~~Provide a venue for citizens seeking complaint redress to be placed on the Police Advisory Committee agenda to allow an opportunity for oral comments and complaints to be heard. The Committee may provide suggestions and/or recommendations on the appropriate avenues for~~

~~resolution of these matters.~~ **Provide a venue for citizens to interact with the Police Advisory Committee and the Police Department, with the aim of providing general advice to the Department regarding policies and overall activities of the Department.**

(g) Provide recommendations to the Chief of Police on community issues brought before the committee.

(h) Serves as ~~a public review and~~ **an engagement and** involvement body for the Police Department on issues suggested by committee members and/or the Chief of Police.

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PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2018

\_\_\_\_\_  
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: 80.2

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**DEPARTMENT:** Parks, Recreation, Facilities    **AGENDA SECTION:** Ordinances and Resolutions  
**PHONE:** (541) 774-2483    **MEETING DATE:** October 18, 2018  
**STAFF CONTACT:** Rich Rosenthal, Director

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## **COUNCIL BILL 2018-120**

An ordinance authorizing acceptance and expenditure of a Local Government Small Grant in the amount of \$69,100.00 from the State of Oregon Parks and Recreation Department for the construction of Olsrud Family Community Playground located in Bear Creek Park.

## **SUMMARY AND BACKGROUND**

The Parks, Recreation and Facilities Management Department requests approval of an ordinance authorizing the acceptance and expenditure of a Local Government Small Grant from the State of Oregon Parks and Recreation Department in the amount of \$69,100 for construction of the Olsrud Family Community Playground in Bear Creek Park.

## **PREVIOUS COUNCIL ACTIONS**

On June 1, 2017, Council approved Council Bill 2017-57, adopting the 2017-19 biennial budget and making appropriations thereunder, including funds for replacement of the Bear Creek Park Community Playground.

On February 15, 2018, Council approved Council Bill 2018-17, authorizing the Department to apply for a Local Government Grant for the Bear Creek Park Community Playground replacement project.

## **ANALYSIS**

In February, the Parks, Recreation and Facilities Department submitted an application for a State of Oregon Parks and Recreation Department Local Government Small Grant program in the amount of \$69,100 for assistance with replacing the 30-year-old wooden playground in Bear Creek Park with the new Olsrud Family Community Playground. The full funding request was approved by the Oregon Parks and Recreation Commission after a highly competitive screening process in which the project was ranked No. 1 among all applications, and the Department now seeks Council approval to accept and expend the grant.

The grant will reimburse the City for 14.09 percent of the costs associated with the project, and the amount specifically funds several ADA-compliant features and accessible components such as the Covered Wagon with swinging deck, the Cochlear Slide, therapeutic swings, the Liberty Swing and the Buddy Slide.

With extensive assistance from hundreds of volunteers, construction of the Olsrud playground is underway with estimated completion in November.

The Oregon Parks and Recreation Department has disbursed over \$50 million to communities for outdoor recreation projects since 1999. The grants are funded from voter-approved Oregon Lottery proceeds. The City of Medford has received nearly \$2 million in Local Government Grants; U.S. Cellular Community Park, Lone Pine Park, Oregon Hills Park, Prescott Park were previous grant-funded projects.

Receipt of specific purpose grants, gifts or donations can be expended after enactment of a resolution under ORS 294.338. A supplemental budget is not required.

## **FINANCIAL AND/OR RESOURCE CONSIDERATIONS**

City to be reimbursed for Olsrud Family Community Playground construction expenses in the amount of \$69,100. Park development was an approved capital improvement project for the FY17-19 biennium, project RZZ1008630, page 5-35 in the budget book.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 80.2

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**TIMING ISSUES**

The park completion deadline for reimbursement eligibility is October 31, 2020 unless modified by the State of Oregon.

**COUNCIL OPTIONS**

Approve the ordinance as presented.  
Deny the ordinance and provide staff with direction.

**STAFF RECOMMENDATION**

Staff recommends approval of the ordinance.

**SUGGESTED MOTION**

I move approval of the ordinance authorizing the acceptance and expenditure of a Local Government Small Grant from the State of Oregon Parks and Recreation Department in the amount of \$69,100 for construction of the Olsrud Family Community Playground.

**EXHIBITS**

Ordinance  
Project Agreement on file in the City Recorder's office

ORDINANCE NO. 2018-120

AN ORDINANCE authorizing acceptance and expenditure of a Local Government Small Grant in the amount of \$69,100.00 from the State of Oregon Parks and Recreation Department for the construction of Olsrud Family Community Playground located in Bear Creek Park.

WHEREAS, ORS 294.338 authorizes acceptance and expenditure of a grant without adopting a supplemental budget or other procedural requirements of local budget law; now, therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That acceptance and expenditure of a Local Government Small Grant in the amount of \$69,100.00 from the State of Oregon Parks and Recreation Department for the construction of Olsrud Family Community Playground located in Bear Creek Park, as shown on the Appropriation Modification Form attached as Exhibit A and incorporated herein, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

# EXHIBIT A

## Appropriation Transfer / Supplemental Budget Request (Per AR-00-08)

Department	Contact Person	Tel. Ext.	Date	Fiscal Year
Parks, Recreation, Fac	Rich Rosenthal	2483.00	10/9/2018	2019

**IMPORTANT:**

Detailed justification is required to support the purpose and reason why it is necessary to increase the budget in the account the funds will be transferred into, and how the funding became available in the account funds are being transferred from.

Attach detailed summary **and** email to [controller@cityofmedford.org](mailto:controller@cityofmedford.org) with subject: AIC\_Deptname\_TRANSFER.

Transfer Request is to anticipate needs for remainder of biennium.

If the transfer increases or decreases the funding level of an authorized position, the authorized position number must be referenced in the justification.

Account Number Key / Object	Account Description	Project Number (if applicable)	Current Appropriation	Amount of Requested Change	New Budget Appropriation
<b>A. Transfer To:</b>					
630 5180 - 650 5100	Fund 630 CIP-Park Improv	RZZ1008630	\$ 492,600.00	\$ 69,100.00	\$ 561,700.00
				(+)	\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL INCREASE</b>	<b>\$ 69,100.00</b>	
<b>B. Transfer From:</b>					
				(-)	\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL DECREASE</b>	<b>\$ -</b>	
				<b>NET CHANGE</b>	<b>\$ 69,100.00</b>

**Justification for increase (Purpose and reason why the transfer is necessary):**

Awarded a State of Oregon Local Government Grant with a maximum reimbursement amount of \$69,100, for the Bear Creek Playground.

**Justification for decrease (How the funding became available):**

APPROVALS

Finance Department \_\_\_\_\_ Date \_\_\_\_\_  
 Account numbers and budget balances confirmed before obtaining approvals.

*Rosde* \_\_\_\_\_ Date 10-10-18  
 Department Head \_\_\_\_\_ Date 10-10-18

**FINANCE DEPARTMENT USE ONLY:**

Appropriation Transfer

Supplemental Budget No. \_\_\_\_\_

AIC emailed

Proposed Council Date \_\_\_\_\_

Resolution No. 20 \_\_\_\_\_

Revised 10/10/20

P:\Administration\Appropriations Transfers - Supplemental Budget Requests\Bear Creek Playground Grant.xl



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.3

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**DEPARTMENT:** Parks, Recreation, Facilities    **AGENDA SECTION:** Ordinances and Resolutions  
**PHONE:** (541) 774-2483    **MEETING DATE:** October 18, 2018  
**STAFF CONTACT:** Rich Rosenthal, Director

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## **COUNCIL BILL 2018-121**

An ordinance authorizing acceptance and expenditure of a Local Government Large Grant in the amount of \$490,017.00 from the State of Oregon Parks and Recreation Department for development of Cedar Links Park.

## **SUMMARY AND BACKGROUND**

The Parks, Recreation and Facilities Management Department requests approval of a ordinance authorizing the acceptance and expenditure of a Local Government Large Grant from the State of Oregon Parks and Recreation Department in the amount of \$490,017 for development of Cedar Links Park.

## **PREVIOUS COUNCIL ACTIONS**

On June 1, 2017, Council approved Council Bill 2017-57, adopting the 2017-19 biennial budget and making appropriations thereunder, including carrying forward funds for development of Cedar Links Park.

On February 15, 2018, Council approved Council Bill 2018-16, authorizing the Department to apply for a Local Government Grant for Cedar Links Park development.

## **ANALYSIS**

In February, the Parks, Recreation and Facilities Department submitted an application for a State of Oregon Parks and Recreation Department Local Government Large Grant in the amount of \$490,017 for Cedar Links Park development assistance. The full funding request was approved by the Oregon Parks and Recreation Commission after a highly competitive screening process, and the Department now seeks Council approval to accept and expend the grant.

The grant will reimburse the City for 34.2 percent of the costs associated with overall park development, and specifically funds the elements in the second and final construction phase: a playground, a basketball court, two dedicated pickleball courts, a community garden, a dog off-leash area, a restroom, and a picnic shelter.

Park development is divided into three phases: the street and parking lot infrastructure phase; the pathway installation and irrigation installation phase (Phase 1); and installation of park features listed above (Phase 2). Utility infrastructure and Phase 1 are in process; street paving and the remainder of park development will occur in 2019.

Located along Cedar Links Drive in east Medford, the 5.5-acre Cedar Links Park serves approximately 800 residences within a half-mile radius. The Department has worked with the developers of the adjacent PUD to acquire additional nearby open space that will make the park a hub for a unique two-mile-long pathway circuit in the coming years.

The maximum Local Government Large Grant allocation is \$750,000 per request. The Department was also successful in applying for a \$69,100 Local Government Small Grant for the Olsrud Family Community Playground replacement.

The Oregon Parks and Recreation Department has disbursed over \$50 million to communities for outdoor recreation projects since 1999. The grants are funded from voter-approved Oregon Lottery proceeds.



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.3

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The City of Medford has received nearly \$2 million in Local Government Grants; U.S. Cellular Community Park, Lone Pine Park, Oregon Hills Park, and Prescott Park were previous grant-funded projects.

Receipt of specific purpose grants, gifts or donations can be expended after enactment of an ordinance under ORS 294.326(3). A supplemental budget is not required.

## **FINANCIAL AND/OR RESOURCE CONSIDERATIONS**

City to be reimbursed for Cedar Links Park development expenses in the amount of \$490,017. Park development was an approved capital improvement project for the FY17-19 biennium, project QCL1001, page 5-26 in the budget book.

## **TIMING ISSUES**

The park completion deadline for reimbursement eligibility is October 31, 2020 unless modified by the State of Oregon.

## **COUNCIL OPTIONS**

- Approve the ordinance as presented.
- Amend the ordinance.
- Deny the ordinance and provide staff with direction.

## **STAFF RECOMMENDATION**

Staff recommends approval of the ordinance.

## **SUGGESTED MOTION**

I move approval of the ordinance authorizing the acceptance and expenditure of a Local Government Large Grant from the State of Oregon Parks and Recreation Department in the amount of \$490,017 for development of Cedar Links Park.

## **EXHIBITS**

- Ordinance
- Project Agreement on file in the City Recorder's office.

ORDINANCE NO. 2018-121

AN ORDINANCE authorizing acceptance and expenditure of a Local Government Large Grant in the amount of \$490,017.00 from the State of Oregon Parks and Recreation Department for development of Cedar Links Park.

WHEREAS, ORS 294.338 authorizes acceptance and expenditure of a grant without adopting a supplemental budget or other procedural requirements of local budget law; now, therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That acceptance and expenditure of a Local Government Large Grant in the amount of \$490,017.00 from the State of Oregon Parks and Recreation Department for development of Cedar Links Park, as shown on the Appropriation Modification Form attached as Exhibit A and incorporated herein, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2018.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

# EXHIBIT A

## Appropriation Transfer / Supplemental Budget Request (Per AR-00-08)

Department	Contact Person	Tel. Ext.	Date	Fiscal Year
Parks, Recreation, Fac	Rich Rosenthal	2483.00	10/9/2018	2019

**IMPORTANT:**

Detailed justification is required to support the purpose and reason why it is necessary to increase the budget in the account the funds will be transferred into, and how the funding became available in the account funds are being transferred from.

Attach detailed summary *and* email to [controller@cityofmedford.org](mailto:controller@cityofmedford.org) with subject: AIC\_Deptname\_TRANSFER.

Transfer Request is to anticipate needs for remainder of biennium.

If the transfer increases or decreases the funding level of an authorized position, the authorized position number must be referenced in the justification.

Account Number Key / Object	Account Description	Project Number (if applicable)	Current Appropriation	Amount of Requested Change	New Budget Appropriation
<b>A. Transfer To:</b>					(+)
630 5180 - 650 5100	Fund 630 CIP-Park Improv	QCL1001630	\$ 414,420.00	\$ 490,017.00	\$ 904,437.00
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL INCREASE</b>	<b>\$ 490,017.00</b>	
<b>B. Transfer From:</b>					(-)
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL DECREASE</b>	<b>\$ -</b>	
				<b>NET CHANGE</b>	<b>\$ 490,017.00</b>

**Justification for increase (Purpose and reason why the transfer is necessary):**

Awarded a State of Oregon Local Government Grant with a maximum reimbursement amount of \$490,017, for the Cedar Links Park Development

**Justification for decrease (How the funding became available):**

APPROVALS

**FINANCE DEPARTMENT USE ONLY:**

Finance Department \_\_\_\_\_ Date \_\_\_\_\_  
 Account numbers and budget balances confirmed before obtaining approvals.

*Rosde* \_\_\_\_\_ Date *10-10-18*

Department Head *[Signature]* \_\_\_\_\_ Date *10-10-18*

Appropriation Transfer

Supplemental Budget No. \_\_\_\_\_

AIC emailed

Proposed Council Date \_\_\_\_\_

Resolution No. 20 \_\_\_\_\_

Revised 10/10/2018



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.4

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**DEPARTMENT:** Parks, Recreation, Facilities    **AGENDA SECTION:** Ordinances and Resolutions  
**PHONE:** (541) 774-2483    **MEETING DATE:** October 18, 2018  
**STAFF CONTACT:** Rich Rosenthal, Director

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## **COUNCIL BILL 2018-122**

An ordinance authorizing the execution of an agreement in the amount of \$256,602.67 with C.A. Galpin for installation of Longstone Drive and improvements related to Cedar Links Park development.

## **SUMMARY AND BACKGROUND**

Council is requested to consider an agreement with C.A. Galpin in the amount of \$256,602.67 for reimbursement of costs associated with Longstone Drive and improvements related to Cedar Links Park development.

## **PREVIOUS COUNCIL ACTIONS**

On March 3, 2011, City Council approved Council Bill 2011-31 authorizing a Purchase & Sale Agreement in the amount of \$825,000 to acquire 5.5 acres of property known as Cedar Links Park.

On March 6, 2014, City Council approved Council Bill 2014-27 adopting the Cedar Links Park master plan.

On June 1, 2017, Council approved Council Bill 2017-57, adopting the 2017-19 biennial budget and making appropriations thereunder, including carrying forward funds for development of Cedar Links Park.

On June 21, 2018, City Council approved Council Bill 2018-76 approving an agreement with C.A. Galpin and Cedar Investment Group, LLC for conveyance of approximately 11.6 acres of open space and two miles of seven-foot-wide pathways within the Cedar Landing PUD to the City of Medford.

## **ANALYSIS**

The Parks, Recreation and Facilities Department, with assistance from land-use attorney Dan O'Connor, crafted an agreement with Cris Galpin, developer of Cedar Landing PUD adjacent to Cedar Links Park, outlining the costs and next steps for paving Longstone Drive, which will serve as the street entry to Cedar Links Park in east Medford.

Specifically, the contract sets forth the development terms and standards for paving 424 linear feet of Longstone Drive along the eastern boundary of the 5.5-acre park property, including shared utility improvements and open-space improvements aiding current park development efforts. The City is responsible for half of the street development cost adjacent to the park, and completion of the roadway is a condition of park development.

The agreement stipulates Galpin and the City will share the installation cost of Longstone Drive immediately adjacent to park property, and the City will reimburse certain utilities, irrigation installation and site work solely benefitting the park or park access in two small areas previously donated to the City by Galpin for the purpose of enhancing park pathway connectivity. The City's share of the work is \$256,602.67, which includes a 15 percent contingency.

If the agreement is approved, the work is to be completed no later than November 1, 2019, and Galpin is ready to begin the project in the near future.

The agreement represents the most cost-effective approach to the work, as the developer, as the owner of the land on which Longstone Drive will be built, is not subject to prevailing-wage requirements.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 80.4

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When complete in 2019, Cedar Links Park will serve approximately 800 residences within a half-mile radius in what is one of the most densely populated areas of Medford, in Ward 1. As a result of the open space donation by the Cedar Landing PUD developers approved by Council in June 2018, the park will eventually be the hub of a unique two-mile pathway circuit meandering through the adjacent neighborhood and open spaces.

The enhancement of the park service area helps fulfill level-of-service goals outlined in the recently adopted Leisure Services Plan (LSP) and improves connectivity between neighborhoods identified in the City's Transportation System Plan. To meet LSP level-of-service goals based on growth estimates, the City needs to add 79 acres of neighborhood parkland and 16.45 miles of trails by 2026.

**FINANCIAL AND/OR RESOURCE CONSIDERATIONS**

The City to pay up to \$256,602.67. Funding was budgeted and is available for this capital improvement project (QCL1001), which is described on page 5-26 in the 2017-19 biennial budget book.

**TIMING ISSUES**

Work to be completed by November 1, 2019.

**COUNCIL OPTIONS**

Approve the ordinance.

Reject the ordinance and provide direction to staff.

**STAFF RECOMMENDATION**

Staff recommends approval of the agreement.

**SUGGESTED MOTION**

I move to approve an agreement with C.A. Galpin for reimbursement of costs associated with Longstone Drive and other improvements related to Cedar Links Park in the amount of \$256,602.67.

**EXHIBITS**

Ordinance

Longstone Drive agreement on file in the City Recorder's office.

ORDINANCE NO. 2018-122

AN ORDINANCE authorizing the execution of an agreement in the amount of \$256,602.67 with C.A. Galpin for installation of Longstone Drive and improvements related to Cedar Links Park development.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That the execution of an agreement in the amount of \$256,602.67 with C.A. Galpin for installation of Longstone Drive and improvements related to Cedar Links Park development, 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 \_\_\_\_\_, 2018.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor