



City of

GOLD HILL

P.O. Box 308 • Gold Hill, OR 97525
(541) 855-1525 Fax (541) 855-4501

**GOLD HILL CITY COUNCIL
COUNCIL MEETING AGENDA**

March 11, 2019

Regular council Meeting at 6:00 P.M.

The City of Gold Hill will meet on Monday March 11, 2019, at 6:00 P.M. For the regular City Council Meeting in the Council Chambers, 420 6th Avenue. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-855-1525. Council Meetings are recorded.

Call to Order/ Roll Call/Pledge of Allegiance

Agenda Adjustments

Adjustments to the agenda are limited to a change in the order of business to accommodate visitors making presentations or citizens who are attending for the purpose of a single agenda item. Adjustments in the form of additions to the agenda are discouraged because the general public has had no prior notice of their consideration, and therefore interested persons will not have an opportunity to participate. Adjustments in the form of deletions from the agenda may be accomplished here so long as there is disclosure of the reason for the deletion and an indication as to when or if the item will be placed on a future agenda.

Public Input

Limited to 5 minutes or less per Mayors discretion.

1. Motion to go into Executive Session

Executive Session: Per Oregon Revised Statutes 192.660

(2)(a)(Closed) To consider the employment of a public officer, employee, staff member or individual agent

Return into Open session to provide direction to City Manager and/or Motion(s) from Council

2. Appearance

2.1 Gold Valley Little League

3. Consent Agenda:

2.1 Approve Council Minutes, February 04, 2019

2.2 Approve Accounts Payable February 2019

4. Old Business:

- 3.1 Status of meeting city goals**
- 3.2 2019 Budget Committee calendar**
- 3.3 Municipal Court issue**
- 3.4 Gold Dust Day**
- 3.5 WWFP status meeting 03.12.2019**

5. New Business

- 4.1 Proclamation re: SOREDI**
- 4.2 Maintenance of city storm drain ditches**
- 4.3 Parking fee at GH Boat ramp**
- 4.4 Gold Hill Senior Center; Councilor Studebaker**
- 4.5 Vacate/sell portion of Estramado Street**

6. City Manager's Report

- 5.1 JCT service to Gold Hill**
- 5.2 Code Enforcement**
- 5.3 TMDL reporting ; DEQ**
- 5.4 TNC service to Gold Hill**
- 5.5 DRP Fishing access for disabled persons**
- 5.6 Public Works staffing**

Public Input

Limited to 5 minutes or less per Mayors discretion.

Adjournment Note: *This agenda and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are available at the Gold Hill City Hall in advance of each meeting 420 6th Avenue (P.O. Box 308), Gold Hill, OR 97525. Information can also be viewed at www.ci.goldhill.or.us*



CITY OF GOLD HILL– JOB DESCRIPTION

Position: City Manager/Accountant
Start Date: May/June/July of 2019
Salary: \$65,000 - \$95,000 DOE/DOQ

The Why? We are looking for a super star that can lead the first significant community growth since the 1950s. Gold Hill is ready for growth. It is a highly unique international river town at the center of Southern Oregon with world class whitewater, fishing, and activities. The city is mid-way between Ashland/Medford and Grants Pass only 12 miles from the international airport. It is a perfect place to work, play, and raise a family.

Summary: The City of Gold Hill, Oregon is seeking a professional city manager with a strong background in public accounting and managing infrastructure growth. The city is poised for growth from 1,200 to 5,000 people in the coming decade and is in need of upgraded sewer and water plants, improved parks, streets, and overall services to citizens. The ideal candidate will train staff and volunteers on proper budgeting, accounting, data entry, for timely and accurate reporting to apply for grants, loans and bond issues to successfully grow the city infrastructure for the benefit of citizens, staff, volunteers, tourists, hospitality, and business community.

Strengths of Gold Hill: 100 acres of Rogue Riverfront, Whitewater, Fishing, Hiking, Biking, Winery tours, Golf, Zip-line, Sports Park. Ready for Business Development, Great City Council and Mayor, and an army of volunteers ready to rebuild Gold Hill together.

Equivalent Requirements:

Bachelor Degree in Public Accounting or Public Administration (Prefer Master's Degree)
5 Years of Public Accounting, Finance, Budgeting, Fund accounting, Taxation, Reporting
5 Years of Human Resources Experience, hiring, firing, development of people
5 Years of City Administration in Oregon, City Accounting, Billing, Data, Banking
Infrastructure Operations: Water & Sewer Plants, Streets, Building, Codes, Police, Fire
Grant Acquisition/Writing/Funding: Know how to get the money for growth
Creative problem solving with a positive "Can Do" attitude

***If you think you have the skills to lead the growth of Gold Hill,
please send us your resume and cover letter of why you would be the best person for the job!***

!! !! CONTACT Rob Lowe or Pete Newport !! !!

City Manager:

Rob Lowe (541) 690-7356 rob.lowe@ci.goldhill.or.us

Mayor:

Peter W. Newport (541) 306-1921 peter.newport@ci.goldhill.or.us

City Hall address: 420 6th Ave. PO Box 308 Gold Hill, OR 97525
Main Office Phone: (541) 855-1525 Fax: (541) 855-4501



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**GOLD HILL CITY COUNCIL
MEETING MINUTES
February 04, 2019**

Mayor Newport led the Call to Order/ Roll Call/Pledge of Allegiance at 6:00 pm

There were no Agenda Adjustments

Councilor West was absent at roll call; arrived at 6:10 pm

Public Input

Planner Converse explained that all comments relevant to the Public Hearing need to be made inside the land use hearing.

Residents Lorri Hettman, Brianna Phillips and Steve Kiesling spoke before Council

Ms. Hettman is partnering with GH Historical Society to put on the Gold Dust Day. Asked to City to assist with trash pickup, road blockage etc. CanDO annual meeting is on 02/21 at the Golf Course.

Brianna Phillips spoke regarding the need to enhance public transportation in Gold Hill. Asked if possibly JCT could be persuaded to pickup/dropoff IN TOWN....possibly at the Library.

Steve Kiesling introduced King of the Rogue July 12-14. Mentioned that the Jet Boats may bring spectators up river to the competition. Focus is on the Upper River Road side of river. Councilor Hinkley will post on City website.

Resident Tony Wilson appeared and requested that the Council remove Christine Alford from the Budget Committee due to her activities on social media. Council directed CM Lowe to research the issue, confer with city attorney and report back to Council.

Resident Alford spoke ; discussed prior 'lawsuits' that have been brought against the city. Mentioned GH Police dept. Councilor Dell pointed out that her examples are many years ago.

Resident Christine Alford continued,, addressing prior instances where Councils have experienced legal difficulties.

Mayor Newport administered the Oath of Office to Councilor Studebaker

The Mayor read the opening statement indicating the rules which guide a land use public hearing.

Public Hearing : Zone change request 404 Sixth Avenue - 6:15 pm

The zone change/comprehensive plan amendment was requested by Lance Holder ("Adams Way LLC"). He requested a change from 'Public' to high-density residential R3. Details of the application were presented by Dick Converse, Principal Planner for Gold Hill. Dick introduced his replacement at RVCOG Ryan Nolan. Dick explained that council could approve a lesser designation of R1 or R2. He explained the nature of the staff report. Defined permitted uses in 'Public' zones. Except for the Grange Hall, all other properties zoned 'public' are in fact public ownership. The existing building is 7200 square feet.

Mr. Holder spoke, explained that an R3 zone allows a much more creative use of the building, and only requires 1.5 parking spaces per unit as opposed to the 2.0 spaces per unit with other residential zones. He envisions the parking to be lodged *under the living units*, in the structure itself.

Various residents spoke in favor and opposition of the proposal. Opposition was mostly based in concerns about vehicles, parking and traffic. Several raised the issue of low water pressure, and concerns about city having adequate water supply. A resident wondered if an 'EIS' had been completed; Dick answered that none is required for this project. Peter Fish noted that only Dardanelles and Gustaf present 'escape routes' should a fire break out in the hills. Several speakers noted the extreme shortage of affordable housing in the Rogue Valley. Ed Cooper pointed out that there will be a site plan review prior to any final approval of buildings. Councilor Studebaker pointed out that county wide rental vacancy rate is only 2%, more housing and revenue to the city is essential. Councilor Dell questioned whether or not the city infrastructure can support growth? Steve Kiesling spoke in favor of the R3 zoning for the Grange Building. Ms. Phillips discussed the complexity of venting indoor parking garages. Resident Peter Fish spoke regarding the limited ingress/egress from the hill neighborhoods. Only 2 north-south escape routes in the case of fire. Lack of commercial services (i.e., doctors, etc) was noted. Resident Alford mentioned our current inability to supply enough water.

Mr Holder presented his rebuttal noting he has been a local builder for 30 years, and urged the Council to make the zone change "conditional" on his presenting plans. Dick mentioned completing a "build out study" which would illustrate how many units could be placed on the second parcel.

Mayor Newport closed the hearing at 7:25 pm

Council discussion follows; councilor Wilson suggested 'splitting' the zone requests : re-zone the Grange building R3, but only R2 for the open building parcel.

Council voted 5 – 1 affirmative, with Councilor Studebaker voting NO. Councilor West expressed concerns about infrastructure issues & limitations.to approve zoning change. Motion made by Councilor Dell, seconded by Councilor Hinkley

1. Appearance ;

1.1 Michael Cavallaro – RVCOG annual report Director of RVCOG addressed the council, mentioned that one service COG has for jurisdictions is finding and administering grants. He explained why Gold Hill is part of the MRMPO transportation plan. COG performs mapping and has a drone available. Discussed Dick Converse retiring and his replacement Ryan having a 3 month training overlap. Highly recommended having COG administer any small city grants due to the complexity.

2. Consent Agenda:

2.1 Approve Council Minutes, January 07, 2019 Council approved minutes by a 5 vote affirmative, with Councilor Studebaker abstaining.

2.2 Approve Accounts Payable January 2019 Councilor Hinkley questioned payments made to David Forest. Also payment made to Gatt electrical for repairs made at water plant. AP was approved by a 6-0 vote.

3. Old Business:

3.1 Appoint a budget officer Councilor West proposed that CM Lowe be appointed. Motion passed 6-0.

3.2 Post vacancies on Budget Committee CM Lowe requested a motion to post vacancies on Budget committee. Motion passed 6-0. CM will post openings immediately.

4. New Business

4.1 Gold Hill charter section 32 enforcement Mayor Newport discussed what causes a vacancy on city council. Councilor Dell missed more than 60 days of city meetings. Councilor Palmer feels Charter should be enforced to insure commitment by councilors. Councilor Dell indicated he was in a serious car accident which left him with an injured arm. Councilor Dell attended the 11/05 meeting. Councilor Palmer insisted

that all councilors abide by council rules, as they are held to a higher standard. Councilor Dell missed 4 noticed meetings. Councilor Dell expressed that he stood up to 2 ½ years of difficulty with prior council. Councilor Dell expressed his concerns about city infrastructure. He expressed his perception of being "railroaded" off the new council. Mayor mentioned councilors join meetings via a video/phone connection. Councilor Hinkley wondered if Dell is physically able to perform his duties. Dell expressed he is healing, not in so much pain. Motion proposed by Councilor Palmer to **strictly enforce** language regarding council attendance. Council voted 6-0.

4.2 Water Master Plan Amendment # 2 - Civil West Prior council approved amendment to our water master plan to address expected growth. Also due to state of Oregon requiring a study of seismic survivability we received a \$20,000 grant to offset the costs. Councilor Wilson made the motion, council voted 6-0 affirmative.

4.3 Request for support from 'Gold Valley Little League' Councilor West pointed out that last year a championship was held here in Gold Hill. Councilor Wilson proposed sponsorship at Grand Slam level. Council voted 6-0.

4.4 Re-establish Municipal Court Council expressed support for re-establishing a Municipal Court.. CM Lowe indicated that County Circuit Court will not accept city ordinance violations. Councilor West made motion, seconded by Councilor Hinkley. Councilor Dell questioned why JCSO will not cite violators into County Court. Motion passed 5-1 Councilor Dell voted no. A resident asked if our Muni Court would also perform weddings?

4.5 Renew employment agreement with interim City Manager Prior verbal agreement with CM Lowe expired 01/15. CM indicated a willingness to extend to 06.30.19. Original intention was to serve 6 months. Councilor Dell asked if now is a good time to recruit for a permanent City manager? Councilor Palmer added possibility of an executive session. Councilor Wilson urged council to move forward with recruiting. Councilor Studebaker stressed that we are facing several large, critical decisions which might complicate hiring of a new CM. Council voted 6-0 affirmative to extend CM Lowe to 06.30.19.

4.6 Communication & attendance standards Mayor Newport suggested need to communicate effectively. Councilor Hinkley cautioned danger of "serial meetings". Pete suggested regularly checking for city emails! Best practice is to communicate with CM, and the CM can distribute relevant information to all councilors. Mayor suggests regular 1st and 3rd Monday meetings. Pete urged every Monday at 6pm to check tablets. Provide feedback to CM. Council moved to hold 2 meetings per month and regularly review city email. Motion made by Councilor Palmer. Passed affirmative 6-0.

At this point; The Mayor suggested moving the remainder of the meeting to a further Agenda. CM Lowe reminded Council of meeting with CIS following night 2/5/19 at 6:00pm.

Resident Tony Wilson had requested the removal of Budget Member Alford should be removed from her position on the budget committee. Councilor West questioned the validity of such a move. Council directed CM to ask city attorney for an opinion.

No further public input.

Mayor adjourned meeting at 9:15 pm.

Minutes approved by: _____
Peter Newport, Mayor of Gold Hill

Minutes submitted by: _____
Robert Lowe, City Manager

2.1



Gold Valley Little League

2019 Season

Approved

Sponsorship Levels/Packages

\$600 Grand Slam

Team sponsorship includes sponsor name on uniforms with sponsor's choice of team name and uniform colors. Also includes 2, 3x5 outfield signs to be placed on each of our home fields. Sponsor will be featured on our GVLL Facebook page as well as our Blue Sombrero web page.

\$500 Home Run

Includes 2, 3x5 outfield signs to be placed on each of our home fields. Sponsor will be featured on our GVLL Facebook page as well as our Blue Sombrero web page.

\$500 7th Inning Stretch

Concession stand sponsorship which includes a 3x5 sign hung on our concession stand during games. High visibility. Sponsor will be featured on our GVLL Facebook page as well as our Blue Sombrero web page. Limited to first two sponsors.

\$400 Legacy *(must have been a GVLL team sponsor for three or more years)*

Team sponsorship includes sponsor name on uniforms with sponsor's choice of team name and uniform colors. Also includes 2, 3x5 outfield signs to be placed on each of our home fields.

\$375 Batter Up!

Includes 1, 3x5 outfield sign to be placed high on our batting cage visible from both our home fields. Sponsor will also be featured on our GVLL Facebook page as well as our Blue Sombrero web page. Limited to first four sponsors.

\$300 Base Hit

Includes 1, 3x5 outfield sign to be placed on the field of sponsor's choice. Sponsor will also be featured on our GVLL Facebook page as well as our Blue Sombrero web page.

\$50 Cracker Jack

Includes sponsor's name on a 3x5 group banner hung on our score booth.



Gold Hill Municipal Court

I am working with our City Attorney to determine why the Circuit Court is declining to enforce our city ordinances. It appears that the DO enforce city violations for Central Point.

Should it be necessary to establish our own Court, I have spoken with the Attorney who acts as Judge for Rogue River, and it appears he would also extend his services to Gold Hill on a once a month basis.

Councilor Hinkley has assisted me in procuring the necessary forms and paperwork which need to be filed with the state in orde to legally establish our municipal court.

GOLD HILL - City Council Agenda Report

Meeting Date: 03.11.2019

Agenda Title: Gold Dust Day

Department: Administration

Staff Contact: Rob Lowe, City Manager

Brief Summary for Agenda: Our one “Civic Pride” event is planned for June 1, 2019. CanDO is asking the city for a statement of support along with logistical support. The Organizers provide event insurance and get ODOT permission for street closure. They are asking for assistance with placing safety cones and barricades, and a few extra trash receptacles.

Staff Recommendation: Support Gold Dust day as a way to showcase Gold Hill, and provide entertainment for residents and visitors.

Background/Discussion: Historically the city has provided logistical support to allow the Gold Dust day festival to occur.

Council Options: a) Offer city support for Gold Dust Day as requested or, b) withhold city support

Potential Motion(s): “I move that the city support the 2019 Gold Dust Day festival by providing requested logistical support.”

Attachments: Email request from Lori Hettman

3.4

Rob Lowe

From: Lori Hettman <lorihettman@earthlink.net>
Sent: Friday, March 08, 2019 11:02 AM
To: Rob.Lowe@ci.goldhill.or.us
Subject: Gold Dust Day June 1 Council request

Hello Rob,

Just checking in on Gold Dust day request for approval from the City Council for June 1. You said the request would be on the March 11 agenda, is this still correct?

Did you find out if event signage, street closure and detour signs, and barricades would be available through the city?

Also are extra trash receptacles and removal of them available?

We will need approval of street closure of 2nd Ave from Gustaf to Dardanelles and approval for the Parade which lines up at Patrick Elementary School and begins at 10:00 am. I know I will need to contact ODOT on this issue as well.

We will need to place "No Parking" signs along 2nd Ave Friday afternoon so that the vendor booth spaces can be chalked out.

Thank you for your help. Once I have answers to my questions I can then proceed with further arrangements for the Gold Dust Day event.

Take care!

Lori Hettman

541 941 4373



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4.1

PROCLAMATION

WHEREAS, there are thirteen cities in Jackson and Josephine counties that comprise our region known as Southern Oregon; and

WHEREAS, the vision of Southern Oregon Regional Economic Development, Incorporated (SORED) is to unite our 15 jurisdictions in making Southern Oregon the most “Business Friendly” region on the West Coast; and

WHEREAS, these guiding principles define our commitment to being “Business Friendly”,

- We recognize the value that businesses contribute to our community through their employees and their families, their payroll that stimulates our local economy, and the taxes they pay that help support our cities, schools, and public safety.
- We recognize that businesses have choices when it comes to where they locate, balancing what is desirable with what is affordable. We appreciate the commitment our businesses have made to live and work in our community.
- We understand that “time is money” in today’s business climate and pledge to collaborate with businesses and citizens promptly, with an attitude of customer service and a commitment to listen and help solve problems.
- We adhere to the ideal that private and public interests are shared and that in doing so we build a stronger, more resilient community.
- We agree that Southern Oregon’s economic success is dependent on our shared workforce and resources and we join with the other jurisdictions in supporting a regional perspective toward economic development.

NOW, THEREFORE, I, Peter Newport, Mayor of Gold Hill, Oregon hereby proclaim that the City of Gold Hill joins with the other cities and counties in sharing SOREDI’s vision for Southern Oregon as the most “Business Friendly” region on the West Coast.

Boat Fee 2018-2019

Date	Amount	Signature	Initials/2 nd Initials
7/24/18			
8/24/18	\$144.00	[Signature]	[Initials]
7/30/18	\$101.00 \$47.00	[Signature]	[Initials]
8/16/18	\$99.00	[Signature]	[Initials]
7/24/18	\$270.00	MANAGE turned into - Collected by Rob Rob	Denise Carter. 7/24/18
8/12/18	\$95.28	[Signature]	[Initials]
8/20/18	\$69.00	[Signature]	[Initials]
8/27/18	\$50.00	[Signature]	[Initials]
9/4/18	\$116.70	[Signature]	[Initials]
9/10/18	\$100.00	[Signature]	[Initials]
9/17/18	\$57.55	[Signature]	[Initials]
9/27/18	\$57.25	Robert Lane	[Initials]
10/3/18	\$24.00	Robert Lane	[Initials]
10/9/18	\$9.00	[Signature]	[Initials]
10/17/18	\$10.00	[Signature]	[Initials]
11/5/18	\$15.35	[Signature]	[Initials]
11/5/18	\$25.35	[Signature]	[Initials]

New Lock

28 [Signature]

15
\$9.00
\$10.00

2 WKS
\$1

Total Amount \$

4.5

GOLD HILL - City Council Agenda Report

Meeting Date: 03.18.2019

Agenda Title: Consider vacating portion of Estramado street

Department: Administration

Staff Contact: Rob Lowe, City Manager

Brief Summary for Agenda: The extreme south end of Estramado street is essentially a private drive and parking area for Mark Baird. Once the street crosses Riverside it is simply a dead end at the river. The ground under the asphalt appears to be falling away, which has allowed the asphalt to cave in. The resulting pothole is around 3 feet wide, and is likely to expand. Probing of the soil under the pavement shows it is not solidly packed.

Staff Recommendation: Consider vacating the extreme southern extension of Estramado Street, South of Riverside.

Background/Discussion: As this length of road serves only the residence at 32 Estramado St, there is little benefit to the city by spending street funds repairing this damage. It appears unlikely that a simple gravel fill would fix the problem.

Council Options: a) Consider vacating Estramado Street south of Riverside with the caveat that Mark Baird be responsible for all costs associated with the vacation. B) Direct CM to have damage repaired

Potential Motion(s): I move that we direct the CM to explore possible vacation of Estramado street south of Riverside Avenue.

Attachments: Pictures of the damage.

32 Estremado St.

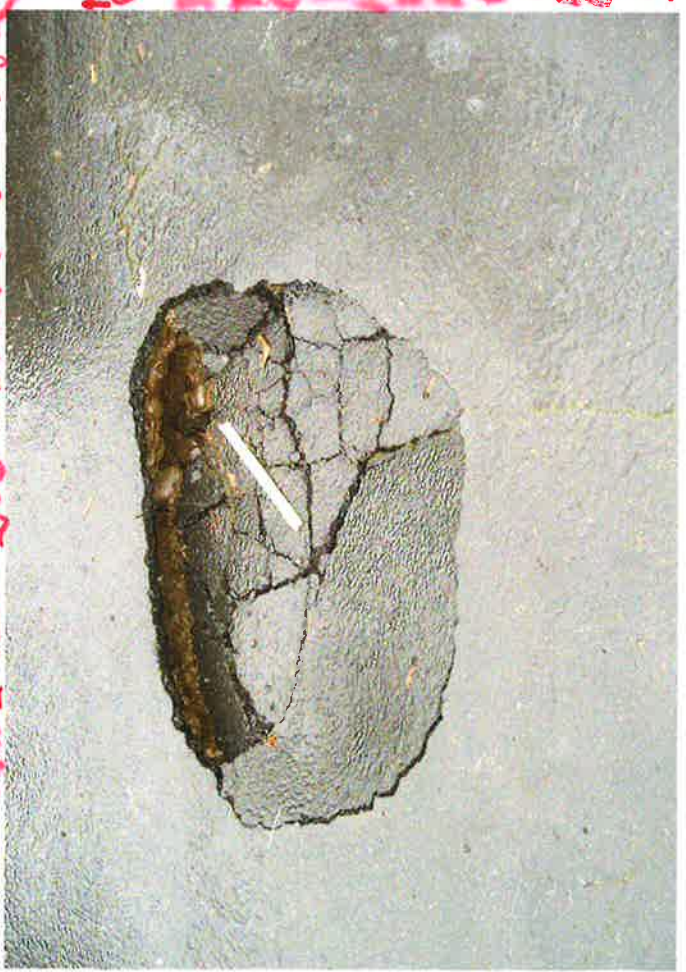
2/25/19

12:30 PM / MARK BAIRD.

Sink hole expansion 2/25/19



PAVEMENT JOB EXPANDED BY CITY



PER CITY ENG. BY MARK BAIRD



4.5

02-31112-02-19

Jackson County GIS



March 7, 2019

- County Line
- Taxlots
- City Limits
- Streets - Label Only
- Ashland
- Butte Falls
- Central Point
- Eagle Point
- Gold Hill
- Jacksonville
- Medford

1:1,200



4.5