



**TALENT CITY COUNCIL  
REGULAR COUNCIL MEETING MINUTES  
TOWN HALL  
July 18, 2018 — 6:45 p.m.**

*Study Session, Regular Council & TURA meetings are digitally recorded and will be available on the City website: [www.cityoftalent.org](http://www.cityoftalent.org).*

**REGULAR COUNCIL MEETING — 6:45 p.m.**

**1. Call to Order/Roll Call at 7:03 p.m.**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Berlant Councilor Dolan Councilor Harrison Councilor Baker Councilor Land	Councilor Pederson
<b>Also Present:</b>	
Sandra Spelliscy, Interim City Manager Zac Moody, Interim Director, Urban Renewal/Community Development Director Chief Doney, Talent PD Savannah Edson, City Recorder Bret Marshall, Public Works Director Kurt Sexton, Finance Director	

**2. Pledge of Allegiance**

**3. Community Announcements (1:00)**

- Spelliscy spoke about the response she received from the Oregon Public Utility Commission (OPUC) about the letter and resolution the City and Council had submitted regarding smart meters. The OPUC will address this issue further during their regular meeting on Tues., Aug. 14, 2018.
  - Mayor Ayers-Flood also mentioned that she and Spelliscy spoke with Kristen Sheeran of the governor's office, who received their comments on the matter.
- Spelliscy recognized Connor Shields, the Energy Efficiency Coordinator and AmeriCorp RARE participant who will be leaving the City at the end of the month. She presented him with a Certificate of Appreciation. Some of the Councilors spoke positive words about Shields' efforts.
- Sat., Oct. 6, 2018: Talent will host its annual Harvest Festival.

**4. Public Presentations (7:30)**

#### **4.1 Recognition of Star Towing Donation (7:40)**

- Chief Doney publicly thanked the owners of Star Towing, who have created a program to donate 180 bicycle helmets to be given out to children in the city.

#### **4.2 Public Art Installation Proposal from the Talent Arts & Cultural Foundation (10:00)**

##### **Presentation from Ron Hodgdon of the Talent Arts & Cultural Foundation**

- Hodgdon presented a proposal from the Foundation to mount an art piece from local artist Betty LaDuke on the exterior of the Talent Community Center. They would fund the project themselves, so they are simply asking for permission from the City to put up the artwork. The Foundation hopes to put up projects like this throughout the City, both on public and private buildings.
- Hodgdon gave some background on the Talent Arts & Cultural Foundation, at the request of Councilor Baker.
- Councilor Dolan said she supports the arts in Talent. She asked about more background on the story of the piece and how it ties in with the story of Talent.
- Councilor Berlant said she would also like to hear more about the story of the piece and asked if there could or should be multiple pieces considered for that location.
- Councilor Land explained that this art project is slated to be the first item of discussion when the Talent Public Art Committee begins meeting in the next few weeks.
- Councilor Harrison asked about the maintenance of such an art piece. Hodgdon explained it is minimal. Bret Marshall agreed it wouldn't likely be an issue for Public Works.

#### **5. Public Hearings**

None.

#### **6. Speakers Heard on Non-Agenda Items**

None.

#### **7. Consent Agenda (23:45)**

##### **7.1 Approval of July 3, 2018 Council Meeting Minutes**

###### **Discussion:**

- Councilor Dolan made a note of dates to be corrected from the community announcements.

**Motion:** Councilor Baker moved to approve the July 3, 2018 Council Meeting Minutes, as amended, and acknowledge the June 2018 Check Register. Councilor Harrison seconded.

**Vote:** All ayes. Motion passed unanimously.

##### **7.2 Acknowledgement of June 5, 2018 Together for Talent Meeting Minutes**

##### **7.3 Acknowledgement of Mar. 22, 2018 Planning Commission Meeting Minutes**

##### **7.4 Acknowledgement of Apr. 10, 2018 Planning Commission Meeting Minutes**

##### **7.5 Acknowledgement of June 13, 2018 Parks and Recreation Commission Meeting Minutes**

- Moody explained that the approved versions of the March and April Planning Commission Meeting Minutes were not included in the packet, so they should not be acknowledged at this time. The Council agreed to table their acknowledgement until the next meeting.

**Motion:** Councilor Baker moved to acknowledge items 7.2 and 7.5, the June 5, 2018 Together for Talent Meeting Minutes and the June 13, 2018 Parks and Recreation Commission Meeting Minutes. Councilor Harrison seconded.

**Vote:** All ayes. Motion passed unanimously.

## 7.6 Acknowledgement of June 2018 Check Register

*See item 7.1 above.*

## 8. Regular Agenda

### 8.1 ODOT Intergovernmental Agreement - West Valley View Lane Reconfiguration (28:05)

#### Staff Report from Community Development Director Zac Moody

- This IGA between the Oregon Department of Transportation (ODOT) and the City of Talent would make a funds transfer from federal to state funds for the West Valley View Lane Reconfiguration project, which would bring barricaded bike lanes to a section of the road.
- Staff request is to approve the IGA. It would give the City access to a greater amount of funds and allow the City to manage the project instead of ODOT. The project will still need to be completed to ODOT specifications, but the City would have the option of installing bioswales instead of using just paint, for instance.
- This project is adopted in several master plans. There was a lot of public involvement and time put into coming up with the plan. Moody reminded the Council that staff applied for the grant at the direction of the Council.

#### Discussion:

- Councilor Baker made a comment that there is already plenty of room for the bicyclists on OR-99 and expressed concern that bioswales would be difficult and expensive to undo if they do not function as the City expects.
- Mayor Ayers-Flood said that when this discussion was first brought up at the Planning Commission years before, the agreement was that the City would first put down paint as a trial run before installing anything more permanent.
  - Moody explained that if the IGA gets signed, the City would not be obligated to put in anything more than paint and a reconfiguration of lanes. The conversation whether or not to put in a bioswale would happen a later date and is not directly related to the approval of the IGA.
- Councilor Land asked if this project is planning to change access to West Valley View Road and change the conflict between bikes and traffic on the site. Moody confirmed.
- Councilor Baker asked about the potential conflict with the plan and the nearby truck stop. Moody said a deceleration lane can be included in the project. Councilor Baker said he foresees more problems than benefits and outlined his concerns.
- Mayor Ayers-Flood said that this decision was made a while ago after a process that took years, and the funds have already been approved.

**Motion:** Councilor Harrison moved that the Mayor sign the proposed Intergovernmental Agreement between the Oregon Department of Transportation and the City of Talent for the purpose of

exchanging unspent federal funds for state funds and to allow the City of Talent to complete the identified scope of work. Councilor Land seconded.

**Discussion:**

- Councilor Baker said he will vote in favor of the motion if the buffer would be paint and against the motion if the buffer would be bioswales.
  - Spelliscy offered a clarification that the IGA simply transfers control of the project from ODOT to the City and would not necessarily require bioswales.
  - Moody clarified that the minimum scope of work is to paint and restripe. If the IGA is signed, the City could then opt to add more than that but there is no requirement to do so.

**Vote:** All ayes. Motion passed unanimously.

## **8.2 Housing Element Implementation Update (53:10)**

### **Staff Report from Community Development Director Zac Moody**

- Moody gave an update on the status of specific implementation strategies outlined in the Housing Needs Analysis of the Housing Element in the Comprehensive Plan.

**Discussion:**

- Councilor Berlant asked about the progress made on Implementation Strategy 1.1b. Moody explained that it would also fall into the work being done on the efficiency measures alternatives analysis study.
- Mayor Ayers-Flood said that she believes the Planning Commission should be discussing some of these implementation strategies before the Urban Growth Boundary Citizen Advisory Committee (UGB CAC) does. Moody clarified the UGB CAC will actually be providing recommendations to the Planning Commission and not the other way around.
- Councilor Dolan asked when Implementation Strategy 2.1e would begin.
  - Moody said he and Spelliscy are still working on a mechanism to move the housing policies motion along.
- Spelliscy explained that a number of the steps are intimately related to the UGB expansion and the Housing Needs Analysis. She recognized that the Council has expressed a strong desire to promote affordable housing strategies and that an ancillary benefit of the UGB CAC group will be to promote affordable housing policies, but that is not their primary purpose. She said that the Council has the option to direct staff to bring forward programs that directly move forward affordable housing if they so choose. As an example, she discussed legislature passed by the State of Oregon in 2016 to allow for some types of inclusionary zoning.
  - Councilor Dolan said that affordable housing has been a priority of Council and the Planning Commission for a while now. Said she believes they directed staff to come back to Council with strategies for things like inclusionary zoning and construction excise taxes (CETs), and she is concerned that the tools have not yet been addressed after talking about it for so long.
  - Spelliscy said that if that is the preference of the Council, those options can be explored at the same time as the other processes already underway.
  - Moody reminded the Council that those topics of discussion were to be brought to the second study session and have not fallen off the radar. He explained that none of the

smaller municipalities will be able to participate until the Council of Governments puts forward a regional CET or other regional strategy to address affordable housing.

- Mayor Ayers-Flood said she does not believe it is prudent for Talent to wait for RVCOG to become the administrator before taking action. She said she hopes they have an opportunity at a future study session to see what other cities in the Valley and the State are doing around the issue. She further explained she was hoping to see concrete goals and deadlines as a part of this update. She would like to direct staff to gather information about other communities that are implementing affordable housing strategies which could be used in Talent. She would then like to see that information distributed to the CAC, the Planning Commission, and the Council.
- Moody clarified that the UGB CAC will not be looking at affordable housing tools until efficiency measures have been developed.
- Mayor Ayers-Flood asked if that would be as far away as October. Spelliscy said that staff, Council and the Planning Commission could also begin working on the issue now.
- Spelliscy explained that the main goal of the UGB process is to determine whether there is enough land within the city to provide the necessary housing. There may be benefits to affordable housing, but that is not the main goal of the UGB CAC and efficiency measures analysis. She reiterated that it would be an entirely different matter to explicitly consider whether that housing is affordable.
  - Councilor Dolan said she fully supports going after affordable housing issues directly.
- Mayor Ayers-Flood asked that specific goal dates be added to the items so that they are not so nebulous.

### **8.3 Human Resources Services (1:19:00)**

#### **Staff Report from Interim City Manager Sandra Spelliscy**

- Spelliscy said that this is on the agenda because the Council has expressed a desire to provide a way for employees of the City to receive HR services.

#### **Discussion:**

- Mayor Ayers-Flood said that this desire for HR services has been around for a long while and has even been a City goal. They contracted out to the Rogue Valley Council of Governments (RVCOG) to recruit the new City Manager. At that point, they had discussed at a Council subcommittee level that if RVCOG performed satisfactorily, then the City would present a scope of work to RVCOG and the two parties could discuss the proposal and costs.
- Councilor Land had previously asked if there was a way to get their office started on some of the background work prior to starting the big projects, which will require collaboration with the permanent City Manager. In the meantime, they could also develop criteria for a 360 review and identify a review process.
- Mayor Ayers-Flood said that after all this time, the City finally has the opportunity to adopt a scope of services and actually get the HR services to work right away, knowing that the City could switch providers at any time if they are not satisfied.
- Councilor Dolan said she was impressed with Ann Marie. She noted she did not see mention in Ann Marie's report of developing a 360 review process. Mayor Ayers-Flood said it had been verbally acknowledged in meeting with her and that particular scope of work could fall under the last bullet point mentioned.

- Councilor Baker asked if the tasks were listed in order of priority. He noted that one of the biggest concerns was creating a process for employees to file reports to HR. The second one was an evaluation of the staffing of the organization. He wondered why they were assigning other tasks for RVCOG to tackle first.
  - Mayor Ayers-Flood said that they would like to have RVCOG start on some projects immediately while they wait for a permanent City Manager to begin with the other two Councilor Baker just mentioned. Ann Marie would begin auditing files right away, as that would not require collaboration with the future City Manager.
  - Spelliscy further clarified that employee files are under the custody of the City Manager's office because they contain confidential information.
- Councilor Land said her impression of Ann Marie was that she is professional and thorough. She noted that Ann Marie will be hiring an additional person who will be able to complete many of the listed tasks at a much lower per hour rate.
- Spelliscy asked if a 360 review applies to all employees or just the City Manager. Mayor Ayers-Flood said it is currently specifically for the City Manager but that there have been discussions to expand the process at some point down the line.
- Councilor Baker said he is not happy with the wording in the packet, but he will take Councilor Land and Mayor Ayers-Flood at their word of what happened in their verbal discussion with Ann Marie of RVCOG.
  - Spelliscy clarified that this is a proposed scope of work that would then be incorporated into a contract with RVCOG, but the City is not bound to the exact words that are included in the packet.
- Councilor Dolan said she is in full support of the scope of work, with the addition of recommendation of methods for employee evaluations and the development a 360 review process.

**Motion:** Councilor Land moved to adopt the scope of work provided by RVCOG for Talent HR services, as amended to include development of a 360 review process for the incoming City Manager and a recommendation of procedures for employee evaluation. Councilor Berlant seconded.

**Vote:** All ayes. Motion passed unanimously.

**Motion:** Councilor Dolan moved to appoint RVCOG for all Talent HR services. Councilor Harrison seconded.

- Spelliscy brought up concerns about whether appointment would be within the power of the Council as outlined by the City Charter.
- Councilor Dolan withdrew her motion.

**Motion:** Councilor Dolan moved to direct staff to finish proceedings to engage RVCOG in Talent HR services. Councilor Berlant seconded.

**Vote:** All ayes. Motion passed unanimously.

#### **8.4 Phoenix-Talent School District Request (1:47:50)**

##### **Staff Report from Interim City Manager Sandra Spelliscy**

- The City received a letter from the Phoenix-Talent School District requesting that the City initiate a Comprehensive Plan amendment to adopt the school district's Long-Range Facilities Master Plan. She gave background on the issue detailed in the staff report.

- Staff is concerned that the City was not included in the process and therefore are unaware of the contents of the plan or how it may affect the residents of Talent. For example, the City is the owner of TA-1, an urban reserve area that was designated for school facilities purposes in the Regional Plan; based on the Master Plan adopted by the district, they have no plans to develop that as a school site.
- Staff recommendation is to contact the district and suggest beginning a discussion about adopting their plan into the City's Comprehensive Plan, and the District's intention regarding TA-1.

**Discussion:**

- Mayor Ayers-Flood said that there have been discussions about amending the potential future uses of TA-1. Moody, Spelliscy and herself will be meeting with the district tomorrow to discuss it further.
- Councilor Baker asked if there has been any word from the other planning directors who also received the letter. Spelliscy said that another city as well as Jackson County had raised similar concerns. Councilor Baker suggested it might behoove the City to respond together with the other cities.
  - Spelliscy recommended that the City respond on their own first and then proceed from there, as the individual concerns of each City may differ.
- Council agreed to revisit the issue after the meeting with the district.

**8.5 Integrated Pest Management Policy Update (1:54)**

**Staff Report from Public Works Director Bret Marshall**

- At the May 9 Study Session, it was recommended that Public Works create a temporary Integrated Pest Management Plan for the purpose of collecting data on the effectiveness of different methods or non-chemical pesticide and herbicide use, which they have begun to test at Chuck Roberts Park. He gave some details on the strategies used.
- Since then, the Parks Commission has made a recommendation for a process to establish a permanent policy. The request from staff is to approve the recommendation from the Parks Commission.

**Discussion:**

- As he is the Council liaison for the group, Councilor Baker further described the recommendation from the Parks Commission to form a subcommittee, whose task will be to draft an interim policy and work towards finalizing a permanent policy. The interim policy will be used as the starting point for developing the final policy.
- Spelliscy clarified that the intention is to clarify some points from the current temporary policy and have the final interim policy in place by the end of the year.
- Councilor Dolan said that in the meantime, Marshall has been experimenting with different methods and products to find the best solution for the City.
  - Councilor Baker said that the Parks Commission is already having discussions about the effectiveness of some of those methods.
- Mayor Ayers-Flood said she would like to see the subcommittee set a phase-out date for the interim policy.

**Motion:** Councilor Baker moved that Council appoint the following subcommittee to draft an interim IPM policy with test protocols, and to also work toward the establishment of a permanent policy within

three years. Members to be included are Councilmember Dolan, Commissioner Mobley, Commissioner Lunzman, Bret Marshall, and a member to be selected by Together for Talent. Councilor Dolan seconded.

**Vote:** All ayes. Motion passed unanimously.

## **9. Information Items**

### **9.1 Article on Use of Electric Vehicles in Police Department Fleets (2:02:20)**

- Spelliscy said this article is just an informational item for Council considering that discussions about EV infrastructure will be starting soon.
- Councilor Baker asked Chief Doney about the feasibility and budget for having an EV police fleet.
  - Chief Doney provided background information on the subject. He has used hybrid vehicles while working in other cities and he even spoke on the phone with the sergeant of the town mentioned in the article. However, although alternate fuel sources are probably in the future of all vehicles, he would not yet recommend using EVs as emergency vehicles in Talent.
  - Councilor Dolan asked for the reasoning of why Chief Doney did not recommend phasing in EV at this time.
  - Doney said that he expects the option to be more practical and economically feasible within the next 5 to 10 years, but the technology and price does not match with Talent's current needs and budget.
- Councilor Harrison spoke of his experience heading an all-electric mail office fleet and the problems they had with cars stopping on the job.

### **9.2 Marijuana Related Complaints (2:12:00)**

#### **Staff Report from Community Development Director Zac Moody and Chief of Police Tim Doney**

- Moody and Chief Doney compiled a report of marijuana complaints in the months after an ordinance was adopted in Sept. 2017. Doney said that TPD received seven complaints in that time frame, usually having to do with odor and others asking whether their potential grows would be in compliance with the law. Community Development does not yet have a process for residents to submit written complaints. They received six calls related to odor, but the City does not have a process for dealing with odor complaints.
- Going forward, Community Development and Chief Doney will be putting together a survey to distribute in the fall.
- Councilor Berlant asked whether any of the complaints listed in the report were repeat locations. Doney confirmed they were all different addresses.
- Councilor Berlant asked who the survey will go out to. Moody said it has not been determined yet, but that can be a discussion in the future.

## **10. City Manager & Other Department Reports (2:19:20)**

### **Report from Interim City Manager Sandra Spelliscy**

- Recology said that they have been continuing to be able to sell the recycling from Ashland and Talent and that it is so clean that they are even able to receive a higher price for it.
- RARE participants are being interviewed and the new employee will begin Sept. 10.

- Cooling shelters have sprung up around the Valley and Spelliscy suggested the City explore a way to set something up like that in Talent, perhaps in coordination with CERT.
  - Councilor Berlant will reach out to Kittie Harrison and Charles Roome of the Emergency Response Team about the feasibility of such a project.
- Spelliscy said that the issue of a moratorium on short term rentals will be brought back to the Council in an upcoming meeting.

#### **Report from Public Works Director Bret Marshall**

- The Rapp Road Bridge project is delayed yet again because the hand rails have just now been shipped.
- There is now a planter on John Street thanks to the Talent Garden Club.
- Consumer reports for the water system have now been distributed.
- Marshall reminded the Council that Jenna Marmon from ODOT had come before them over a year ago to talk about the Bear Creek Greenway project, which is scheduled to begin after the ODOT project on Highway 99. Public Works finds it concerning that they are being asked to provide significantly more funding for the project, which does not yet have an estimated cost. They are currently asking whether the funds for the project can be transferred to the City so that the City can have more control over the funding.
  - Spelliscy said this will likely come back to Council in a future agenda.

**Motion:** Councilor Berlant moved to extend the meeting five minutes. Councilor Dolan seconded.

**Vote:** All ayes. Motion passed unanimously.

- Councilor Harrison asked Marshall and Spelliscy to bring back more information about bulk water sales in Talent.

#### **Report from Community Development Director Zac Moody**

- Chief Doney and Community Development are coming up with a strategy to enforce the high grass code during the fire season.
- The Community Development Assistant position has been posted. The application closes in about a week, and so far, there has been one applicant.
- The UGB CAC will meet next Tuesday in the Talent Library.
- An Oregon Parks and Recreation Grant will likely be an agenda item for the next meeting.

#### **Report from Chief of Police Tim Doney**

- Regarding the parking issue at Rogue River Parkway, the Police Department and the Housing Authority have come up with a temporary solution. The Housing Authority will be responsible for coming up with a long-term strategy. He will bring updates as they unfold.
- **Motion:** Councilor Dolan moved to extend the meeting ten minutes. Councilor Berlant seconded.
- **Vote:** All ayes. Motion passed unanimously.
- One officer is at the academy and will not graduate until August. Another officer will be leaving the area, meaning the Police Department is now short-staffed.

- TPD took possession of a 2014 Tahoe donated from the Ashland Police Department.
- During this Fourth of July season, there were four calls for service regarding fireworks in Talent. Doney asked the Fire District 5 Chief about fireworks bans in general and will bring more information to a future meeting.
- Doney gave an update on nearby fires.

**Report from Finance Director Kurt Sexton**

- The search for an Assistant Finance Director has been extended.
- The June 30 Year End Financial Report should be available by the next Council meeting.

**11. Other Business**

**12. Mayor and Councilor — Committee Reports and Councilor Comments**

**13. Discuss Agenda Items for the Next Meeting**

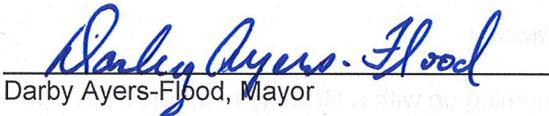
**14. Adjournment at 9:45 p.m.**

Respectfully submitted by:



Savannah Edson, City Recorder

Attest:



Darby Ayers-Flood, Mayor

**The City of Talent is an Equal Opportunity Provider**

*Note: These minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website ([www.cityoftalent.org](http://www.cityoftalent.org)) after each meeting. The minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.*

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