



TALENT CITY COUNCIL
REGULAR MEETING AGENDA
 - HELD AT TOWN HALL & VIA ZOOM -
 206 E. Main Street
 March 6th, 2024 - 6:45 PM

To attend to the meeting via Zoom, please visit the City’s website at www.cityoftalent.org for the link information. All Council meetings are digitally recorded and will be available on the City website: www.cityoftalent.org. 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 541-535-1566, x6.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

1. Call to Order / Roll Call

2. Additions / Corrections to Agenda

3. Community Announcements

4. Speakers Heard on Non-Agenda Items

Limited to 5 minutes or less per Mayoral discretion.

5. Departments Report

5.1 Departments Reports 03

6. Consent Calendar

The consent calendar consists of items of a repeating or routine nature that are considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately on request.

6.1 Acknowledgement of Parks & Recreation Meeting Minutes, December 13th, 2023 25

6.2 Acknowledgement of Parks & Recreation Meeting Minutes, January 10th, 2024 29

6.3 Acknowledgment of Liquor License – Grab N Go Market 31

6.4 Acknowledgment of Liquor License – Chevron #5017 38

6.5 Acknowledgment of Noise Permit – Lifegate, March 23rd, 2024 46

6.6 Acknowledgment of Noise Permit – Rogue World Music, May 25th, 2024 55

7. Unfinished Business

Unfinished business consists of outstanding items from previous meetings. These items will be handled in the same manner as regular agenda items.

7.1 Rescheduling of Vacant Council Seat 6 Interviews 67

8. New Business

Speakers will be provided the opportunity to offer comments on action items after staff members have given their reports and, if there is an applicant, after the applicant has had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.

8.1 Review Questions for City Council Candidate Interviews 67

8.2 Discussion of Zone Change Request – Oak Valley Subdivision 69

8.3 Discussion of Zone Change Request – Autumn Ridge Subdivision.....

8.4 Request Community Development Report on Historical Use of Phoenix-Talent School District
Colver Road Property Proposed for Annexation 71

8.5 Request Joint Study Session with Phoenix-Talent School District on Proposed Colver Road
Property Annexation 72

8.6 Resolution 2024-088-R – Authorizing Old Town Skate Park Grant Application..... 72

8.7 Urban Forestry Committee Recommendation for Sidewalk Replacement at Ray’s Market..... 74

8.8 Request from Urban Forestry Committee to Authorize Participation in Air Quality Monitoring
Citizen Science Project..... 98

9. Other Business and Future Agenda Items

10. Written Communications

This item is for written communications that have been submitted to the entire Council and where a request has been made that the item be included in the record. It will contain the communications only, and not additional attachments or Internet re-postings. Those items may be e-mailed directly to Council members or may be distributed in person via the City Recorder at Council meetings following an oral communication to Council. There will not be any Council discussion or public comment on this agenda item.

11. Adjournment

Upcoming Council Meetings

Feb 21 st	6:45 pm –	Regular Council Meeting
March 6 th	6:45 pm –	Regular Council Meeting
March 20 th	6:45 pm –	Regular Council Meeting



City Council Staff Report

Meeting Date:	March 6th, 2024	Staff Contact:	Robert Slayton
Department:	Public Works	E-Mail:	rslayton@cityoftalent.org
Staff Recommendation:	Informational	Estimated Time:	5 mins.

PUBLIC WORKS REPORT FOR COUNCIL

- Robert Slayton completed both the ICS-400 and GS191 FEMA trainings.
- Medford Water Commission has begun the pH adjustment to our drinking water. Public Works will work with the citizens at 40 predetermined locations to take lead and copper samples to begin our state mandated sampling plan. This adjustment in pH will help protect customers with metal components in the household plumbing.
- Foss Road repairs have been delayed due to inclement weather. Repairs have been rescheduled for March 12th and 13th, 2024.
- Wagner Creek bridge on Rapp Rd was hit by a vehicle and caused some damage to the railing. Left Coast Construction is scheduled to make the repairs the second week of March.
- The Depot building received some roof damage by a hit and run. A report was filed with the police department and CIS was notified. Gathering repair quotes. Will update if finalized before the meeting.
- Request for Proposal (RFP) for Advanced Metering Infrastructure Transition went public on 2/25/2024. The proposals are due by 2:00pm on April 3rd, 2024.

BACKGROUND

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

None

ATTACHMENTS

- Medford Water Commission – Press Release – PH Adjustments
- Medford Water Commission – Frequently Asked Questions
- City of Talent – Press Release – RFP for Advanced Metering Infrastructure

MEDIA RELEASE

For Immediate Release

Date: February 26, 2024



Water Treatment Enhancement to Improve System Longevity *Medford Water's award-winning water is about to get even better.*

MEDFORD, OR – Medford Water's top priority is providing drinking water of the highest quality to our customers. Both of our sources (Big Butte Springs and the Rogue River) are of extremely high quality, and in 2019, we completed a comprehensive, multiyear study as part of our commitment to ensuring that our customers continue to receive the highest quality water possible.

The water we supply meets and surpasses all federal and state drinking water standards, and the study concluded that increasing the pH of both sources would not only improve the longevity of our system, but also further enhance the water quality at customer's taps, by limiting the potential release of metals from customer plumbing and distribution system water mains. To achieve this, starting on February 27th, 2024, we will be slightly increasing the pH of our treated water.

Currently, the pH of water entering our system from Big Butte Springs is approximately 7.0, and 7.3 for the water entering from the Rogue River. This small pH change, using sodium hydroxide, will eventually bring both water sources to a target of approximately 7.8. Sodium hydroxide is commonly used by water systems across the country to make similar pH adjustments.

Our award-winning water will not taste any different, and the water hardness will not change, though it is predicted to have a minor increase in alkalinity. No action is required for most customers, except for those that utilize processes that are known to be pH dependent, such as medical facilities/equipment users, aquarium and pond owners, breweries or individuals who brew beer at home, and food processing customers.

By improving our system longevity and helping protect those that have plumbing in their homes that is made of or has metal components (such as copper, lead, and iron), this enhancement will allow us to continue to serve our customers great-tasting, high-quality water for years to come. It's also part of our Vision statement: To be the Rogue Valley's trusted municipal water provider for present and future generations, through responsible stewardship, accountability, and the pursuit of excellence.

For more information on this project and pH in drinking water—including FAQs—visit medfordwater.org/pH. If you have any questions regarding this pH adjustment or water treatment in general, please Customer Service at (541) 774-2430 or customerservice@medfordwater.org.

###

Water Treatment Enhancement Project FAQs



Updated February 2024

pH Questions

Q: *What is pH?*

A: The letters 'pH' stand for potential of hydrogen, and pH is a measure of the concentration of hydrogen ions in the water, which indicates how acidic or basic a solution is. The pH range goes from 0 to 14; see Figure 1.0 on page 4 for an illustration of this scale. Values less than 7 indicate acidity, and values greater than 7 indicate basicity/alkalinity. Examples of acidic liquids include stomach fluid (pH between 1 to 3.5), lemon juice (pH of 2.4), and vinegar (pH of 2.8). An example of a basic liquid is bleach (pH of 13.5). The pH of drinking water depends on the water source, treatment methods, and other factors, but generally lies within the range of 6.5-8.5.

Q: *Why is MW increasing the pH?*

A: In 2019, we completed a Water Quality and Corrosion Study as part of our commitment to ensuring that our customers continue to receive the highest quality water. While we **meet and surpass** all applicable federal and state drinking water standards, the study concluded that increasing the pH of both of our sources would further enhance the water quality at customer's taps by limiting the potential release of metals (such as copper, lead, and iron) from both customer's private plumbing, and our distribution system water mains, improving the longevity of our system and allowing us to continue to serve our customers for years to come.

Q: *How much will the pH change?*

A: Currently, the pH of water entering our drinking water system from Big Butte Springs is approximately 7.0, and 7.3 for the water entering from the Rogue River. This small increase in pH, using sodium hydroxide, will eventually bring both sources to a target of approximately 7.8. This number is well within the common drinking water pH range of 6.5-8.5.

Q: *When will this change take place, and will I notice the difference?*

A: We will implement the pH increase first at Big Butte Springs in February 2024, and plan to increase pH in the water from the Rogue River in the spring. **Our award-winning water will not taste or smell any different due to this small increase in pH**—the change is not significant enough to impact taste or smell—though it is predicted to result in a minor increase to the alkalinity of the water.

This may result in a *small* increase in the amount of "scaling" on equipment/appliances—the white, naturally-occurring mineral that can be seen after water has dried (see photo at right). In particular, customers may notice a small amount of additional scale develop over time where hot water is in contact with fixtures and appliances, such as hot water heaters, dishwashers, and showerheads. Follow the manufacturers' directions for care and maintenance of these appliances.



Mineral scale on water faucet

In addition, the change will not result in any measurable impact to hair or nails; pool/hot tub owners should continue with their regular water testing schedule, and garden owners with their soil testing.

Q: *Is pH the same as hardness? Will the hardness change?*

A: While they are linked, pH is different than hardness, which is the measure of the mineral content of the water, typically measured by dissolved calcium carbonate (CaCO₃). The harder the water, the less easily soap will lather. Typically ranging between 25 and 40 ppm, **our water tends to be moderately soft, and this will not change**. Hardness is also sometimes given in grains per gallon, with our water generally having between 1.4 and 2.4 grains per gallon.

Q: Are there any individuals that should pay special attention to the change?

A: No action is required for most customers, except for those described below:



Medical facilities/equipment users.

As noted above, a minor increase in scaling on equipment may occur due to the alkalinity of the water slightly increasing as a result of the pH increase. If you have specific concerns about how the increase in pH may affect the operations and/or maintenance procedure of your business or equipment, consult the manufacturer or operator of the equipment. Customers can contact the Oregon Health Authority for more information on how changes in pH may affect medical operations.

There is no risk expected to dialysis patients, and the pH increase will not affect in-center or home dialysis treatment operations.



Breweries/individuals who brew beer at home.

An increase of pH of the water used in brewing operations can affect the process of crafting beer or spirits. Homebrewers should ask their local homebrew shop for suggestions on appropriate products to reduce pH; breweries and distilleries typically have their own procedures for testing and adjusting water used in their operations and should continue to follow those procedures.



Aquarium and pond owners.

While the increase in pH will not change the pH from being at a safe drinking water level for humans and most pets (and within the US EPA's range of 6.5-8.5 for secondary contaminants), more sensitive organisms such as fresh water and salt-water aquatic life are more susceptible to impacts from changes in pH. It is recommended that aquarium and pond owners regularly test the pH of the water in the fish tank and also to test and adjust the water if needed prior to adding it to the tank to ensure it remains within the safe range specific to the species/type of organisms present.



Food processing customers.

Similar to brewing, some food processing methods require specific pH conditions. If your business or facility contains processes that are known to be pH dependent, it is recommended that procedures for testing and adjusting water are implemented if not already in place.

Sodium Hydroxide Questions

Q: Why is sodium hydroxide the best choice to adjust the pH?

A: Sodium hydroxide is used at thousands of drinking water plants in Oregon and across the nation to make pH adjustments including Joint Water Commission (outside Portland, OR), Albany, the Dalles, Eugene Water & Electric Board, Denver Water, Dayton (TN), and more. When dissolved in water, it breaks down into sodium ions (found in table salt, but don't worry, it won't make the water salty!) and hydroxide ions (found in all water). In addition to being used in water treatment, it is used in many everyday beauty products and in food preparation to make ingredients less harsh (overly acidic formulas with a very low pH can be extremely harsh on the skin).

Sodium hydroxide was selected due to the chemistry of Medford Water's raw source water (Big Butte Springs and the Rogue River), as well as conditions within some customer's private plumbing and in the distribution system. The addition of sodium hydroxide prior to transmission through distribution pipes will adjust the pH to a level that reduces the tendency of the water to potentially release metals (such as copper, lead, and iron) from both customer's private plumbing, and our distribution system water mains. As a corrosion inhibitor, sodium hydroxide is the best choice to make this change.

Q: Will I be able to taste or smell sodium hydroxide in my tap water?

A: No. There will not be a difference in the taste or smell of your tap water; the only additives are a small amount of sodium and hydroxide ions, which are already naturally present in water. Water with a pH higher than 8.5 or 9 may start tasting different, but we are not in that range with this change.

Q: Will there be an increase in sodium in the water with the addition of sodium hydroxide?

A: Sodium is naturally present in most water sources and is not regulated, but our levels are so low to begin with that they will remain low even after this change. Recent sodium levels from our BBS source are 6.06 mg/L, and 6.87 mg/L from our Rogue River source; we anticipate an increase of approximately 2-4 mg/L for both sources. World Health Organization acknowledges that most water supplies contain around 20 mg/L.

Q: Will the addition of sodium hydroxide in my drinking water have an adverse effect on my personal filter that I have installed?

A: No. However, for all privately purchased water filtration systems, it is recommended to always refer to the manufacturer's instructions.

Other Questions

Q: Where does our water come from?

A: During the winter months, our drinking water comes from Big Butte Springs, a ground water source that provides water of exceptional quality. During the peak-use summer months, water from the Rogue River is used to supplement the springs supply. The river water is also of high quality, but additional treatment—performed at the Robert A. Duff Water Treatment Plant—is required. Treatment of this surface water source consists of coagulation, settling, and filtration, followed by disinfection. The addition of ozone in 2002 provided a dramatic reduction in musty taste and odors occasionally found in the river water. While it does provide additional disinfection benefits, it was added only for these aesthetic qualities; the overall water quality is excellent and safe to drink.

Q: Where can I find out what is in my drinking water?

A: View our [Consumer Confidence Report](#), which focuses on and provides details about compliance with regulations. For a comprehensive listing of water testing results, see our [Water Quality Analyses](#).

Q: Does our water have lead in it?

A: There is virtually no lead or copper in either of Medford Water's supply sources. However, since these metals can enter the drinking water supply through corrosion within the water distribution system or household plumbing, supplemental testing is conducted at the individual taps of customers whose plumbing meets criteria for being at risk for elevated lead and copper levels, as part of our Lead and Copper Monitoring Program.

Find out more about lead in our [Lead and Copper FAQs](#); results of our lead and copper monitoring program are pictured in Figure 2.0 on page 4.

Q: What is corrosivity?

A: Corrosivity describes the quality of eroding or eating away, such as water eroding pipes and fixtures. Corrosive water can cause lead and copper in pipes to leach into drinking water and can eventually cause leaks in plumbing. Surface water and groundwater, both sources of drinking water, can potentially be corrosive, depending upon the chemistry of the water.

Q: What is a mineral?

A: A mineral is a naturally occurring inorganic solid with a definite chemical composition and a crystalline structure.

Q: Where can I find more information about pH in drinking water?

Environmental Protection Agency:

<https://www.epa.gov/sdwa/drinking-water-regulations-and-contaminants>

World Health Organization:

<https://cdn.who.int/media/docs/default-source/wash-documents/wash-chemicals/ph.pdf?sfvrsn=16b106564>

Medford Water pH webpage:

medfordwater.org/pH

Q: Who can I call if I have questions or concerns about water quality?

A: For information about water quality, call 541-774-2430. Questions also can be emailed to customerservice@medfordwater.org. The EPA's Safe Drinking Water Hotline is 1-800-426-4791.

Figure 1.0 – The pH Scale

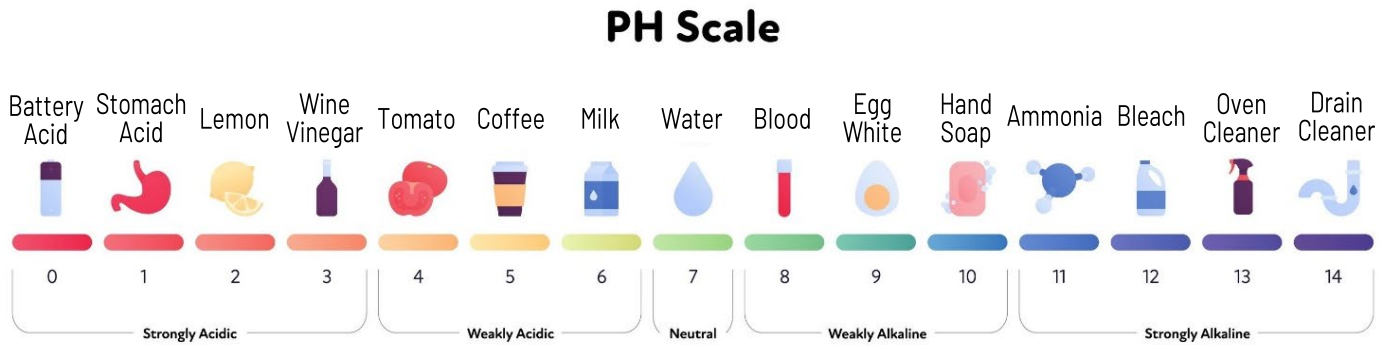


Figure 2.0 – Lead and Copper Sampling Results

LEAD AND COPPER SAMPLING AT RESIDENTIAL WATER TAPS		
Analyte	Amount Detected	Maximum Contaminant Level
Copper (2022 Results)	90th percentile value = 0.7 ppm No samples exceeded action level.	Action Level: 90% of the homes tested must have copper levels less than 1.3 parts per million.
Lead (2022 Results)	90th percentile value = 1.1 ppb No samples exceeded action level.	Action Level: 90% of the homes tested must have lead levels less than 15 parts per billion.

There is virtually no lead or copper in either of Medford Water’s supply sources. However, since these metals can enter the drinking water supply through corrosion within the water distribution system or household plumbing, supplemental testing is conducted at the individual taps of customers whose plumbing meets criteria for being at risk for elevated lead and copper levels. Based on testing in representative home plumbing systems, it has been found that our water does not tend to promote the leaching of these minerals in amounts that would normally be considered a health concern.



City of Talent

110 E. Main Street, P.O. Box 445, Talent, OR 97540
Telephone: (541) 535-1566 Fax: (541) 535-7423

FOR IMMEDIATE RELEASE

Date: February 23, 2024

Contact: Hector Flores, Community Engagement

Email: hflores@cityoftalent.org

Office: 541.535.1566 x6

REQUEST FOR PROPOSALS: ADVANCED METERING INFRASTRUCTURE TRANSITION

The City of Talent is seeking proposals for the development and implementation of an Advanced Metering Infrastructure (AMI) System. *Proposals are due by 2:00 PM (PST), Wednesday, April 3, 2024.*

The successful proposer must demonstrate the ability to deliver a system that adheres to the specifications outlined in this document, support the System on an on-going basis, and provide references of similar systems that have been successfully installed and are currently in a production environment. The proposals will be evaluated according to the selection criteria established in the RFP. Installation Contractor will be selected under separate solicitation.

Solicitation documents can be downloaded from the City of Talent website at <https://www.Cityoftalent.org/index.asp>. Any addenda that may be issued relating to this RFP will be available on the City website, and potential proposers are cautioned to continuously monitor the site for updates and addenda.

Requests for proposals may be available online, but applicants will not be able to submit their proposals and/or responses online. Proposals must be delivered in hard copy form to the City in accordance with the requirements outlined in the RFP.

The deadline for submitting questions is 5:00:00 PM (PST), Friday, March 29, 2024. All questions must be to Jeffrey Ballard, PE, at jballard@rh2.com or by phone at 541.301.1555. No questions, oral or written, will be permitted after 5:00 PM, PST, March 29, 2024. This will enable the City to respond to last-minute questions and make them available to all potential Proposers before the proposal submittal deadline. Only written answers will be binding.

Sealed proposals must be received by 2:00:00 PM (PST), Wednesday, April 3, 2024, at the Talent City Hall, 110 E. Main Street, Talent OR 97540. The proposals will be opened at the time and date of the deadline, and the City will record and make available the identities of the proposers. Proposals will not be available for inspection until after the evaluation process has been completed and the Notice of Intent to Award has been issued.



City Council Agenda Report

Meeting Date March 6, 2024
Department: Police Dept.
Staff Recommendation: None

Staff Contact: Jennifer Snook
E-Mail: JSnook@cityoftalent.org
Estimated Time: 5 mins.

ISSUE BEFORE THE COUNCIL

Talent Police Department Updates

BACKGROUND

February updates:

- Chief Snook and Tessa DeLine attended an 8-hour FEMA course, MGT 403-Underserved Populations Preparedness for Rural Responders and Volunteers. This course examines the role of public information in managing an all-hazards incident and provides practical training in crisis communications techniques. The course focused on the role of public information in incident management, the information needs of the public in a crisis, and the various means of effectively communicating through the news and social media.
- Officers attended Tactical Casualty Care Training.
- Officer Alejandro Zaragoza was sworn-in on February 29th, 2024 and has started his field training. With the addition of Officer Zaragoza, our Talent Police Department now has two Spanish speaking officers.



- **2023 year in review:**
For the second year now, I am pleased to present the 2023 Annual Report of the Talent Police Department. Our staff is committed to providing our community with the highest standard of law enforcement and customer service to the community.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

None

ATTACHMENTS

- Talent Police Department 2023 annual report.

Talent Police Department

A Year in Review



The Talent Police Department aims to promote individual responsibility and community commitment to create a safe living environment for all citizens in the city.



2023

Talent PD



Vision Statement

All persons who encounter a member of the Talent Police Department will come away from that interaction with a positive impression of that member, the Talent Police Department and of the City of Talent.

Our contacts with citizens will result in an impression that we are courteous, professional, competent, and successful at helping them solve problems.

Mission Statement

The Talent Police Department provides police services to our citizens and to visitors of our City. The services we provide help to protect the safety of all persons and their property. Our services work to solve community problems to enhance the quality of life for all. It is our mission to help citizens feel safe in the City of Talent.



A Message from the Chief

On behalf of the Talent Police Department, I am pleased to submit the 2023 annual report. This report highlights our department's unwavering commitment to engaging and supporting our community. We are grateful for the support from our city leaders and community members, which enables us to offer critical services.

It is an honor to work alongside such dedicated and professional staff, and to serve the community. On behalf of the entire team, I express our enthusiasm for maintaining strong partnerships to provide unparalleled service to our residents and community.

Sincerely,

Jennifer Snook, Chief of Police

Department Organization

CHIEF OF POLICE JENNIFER SNOOK

23.5 SERVICE TO TALENT
26.5 YEARS TOTAL LAW ENFORCEMENT



LIEUTENANT JEFF GAUNT

2 YEARS SERVICE TO TALENT
34.5 YEARS TOTAL LAW ENFORCEMENT



OFFICERS



OFFICER CARNIGHAN
16 YEARS SERVICE TO TALENT



OFFICER SCHWAN
2 YEARS SERVICE TO TALENT
CURRENTLY IN THE OREGON AIR GUARD



OFFICER AMESUR
1.5 YEARS SERVICE TO TALENT
10 YEARS IN LAW ENFORCEMENT



OFFICER RIDENOUR
1.5 YEARS SERVICE TO TALENT
34.5 YEARS TOTAL LAW ENFORCEMENT



OFFICER SANCHEZ
1.5 YEARS SERVICE TO TALENT
5.5 YEARS TOTAL LAW ENFORCEMENT

SERGEANT/SRO KEN LEHMAN



2.5 YEARS SERVICE TO TALENT
13.5 TOTAL LAW ENFORCEMENT
RETIRED AIRFORCE

SUPPORT SERVICES

RECORDS CLERK-GAIL FISCHER
7.5 YEARS (36 YEARS TOTAL)

PART TIME EMPLOYEES:
PROPERTY CLERK-AMANDA ROGERS
10.5 YEARS (14.5 YEARS TOTAL)

ADMINISTRATIVE-TAMARA CAMP
2.5 YEARS (26 YEARS TOTAL)

Training

Our team members receive regular training on policies, procedures, and State mandated updates, ensuring compliance with the latest regulations. To achieve this, we collaborate with Ashland PD and other local agencies, who provides high-quality training, enabling us to surpass state requirements.

2023 Department Training Hours for Sworn Personnel

Avg training hour per Officer - 228 hours
Total training hours - 1,823 hours



SCHOOL RESOURCE OFFICER



Sgt. Ken Lehman has been serving as the School Resource Officer (SRO) for Talent Elementary and Talent Middle Schools for the past three years. The SRO program has been in operation for five years, with this year marking the first time the position is available full-time. Sgt. Lehman has been effectively utilizing his time to establish meaningful rapport with both students and staff.

CLASSROOM PRESENTATIONS 22

PARENT MEETINGS 8

SPORTING EVENTS 20

OTHER SCHOOL ACTIVITIES 10



Community Programs



Helmets for Ice Cream Partnered with Rays

Provide free gun locks in the PD lobby



Donated unclaimed bikes and new helmets to Familia Unida Bike Builders to support their outreach program



Held our 2nd Harvest Festival Raffle and gave away a bike



Increased the use of our social media



Talent PD partnered with SPIDR Tech to launch a customer service engagement tool to keep callers informed as well as a short survey at the conclusion of the call.

We continue to provide the Prescription Medication Drop Box service. This year, we were able to dispose of 93.7 lbs. of medication properly, ensuring that chemicals are kept out of our water supply and away from children.

SPIDR TECH

CAD Acknowledgement Survey response(s) for the Talent Police Department

CAD Event Number: J240100581
 Report Number: TA240000077
 CAD Call Date and Time: 01/10/24 at 02:30:47 PM
 CAD Event Location: Talent, OR
 Call Taker: EC1228
 Category: Disorderly Conduct
 Complete: 01/11/24 at 04:02:23 PM

Do you have any additional comments, questions or concerns?

The Lieutenant made me feel very heard, and reassured me that my safety was at the forefront of his mind while he dealt with a situation at my home concerning a citizen that has mental health issues. I appreciate his help that he provided me and his service for the community



Community Engagement

Our Officers actively engaged with the community by participating in over 17 community events in 2023. These events provided an opportunity for our officers to connect with the community in a friendly and informal manner, without any specific agenda.



- Pear Blossom Parade
- Coffee with a Cop-Spring Garden Apartments
- Hosted a Girl Scout Troop
- Carry the Load annual stop
- Frazier Bags-trained and supplied
- Habitat for Humanity Neighbor class
- Talent Craft Crawl
- Talent Friday Night Markets
- Red Cross blood drive
- TMS Middle School Career Fair
- Pizza and Pop with a Cop
- Harvest Festival Booth
- Fire District 5 Open House
- Talent Tree Lighting
- Lights on Bikes
- Christmas family gift delivery



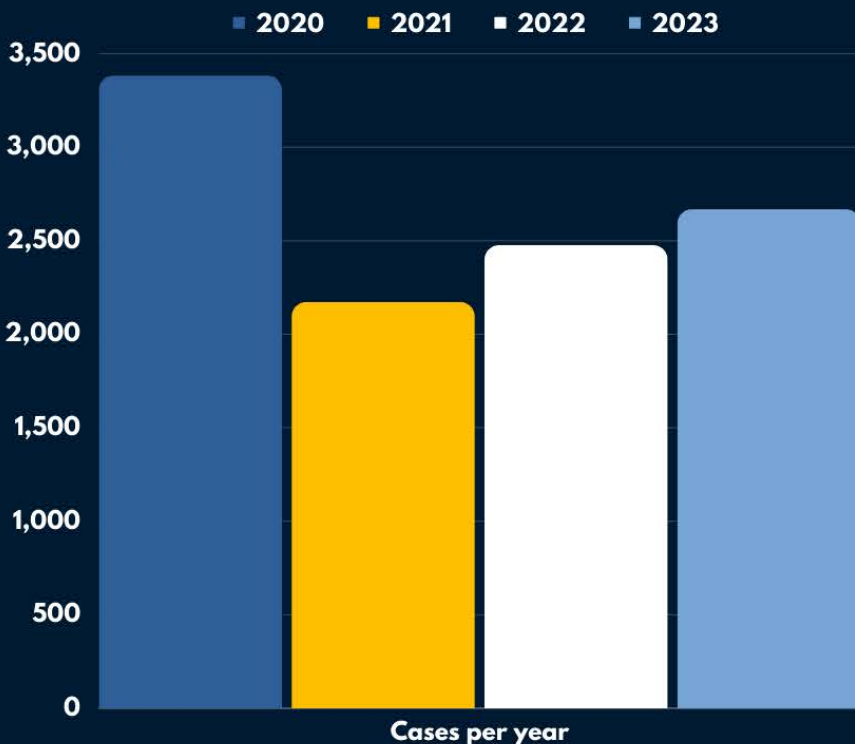
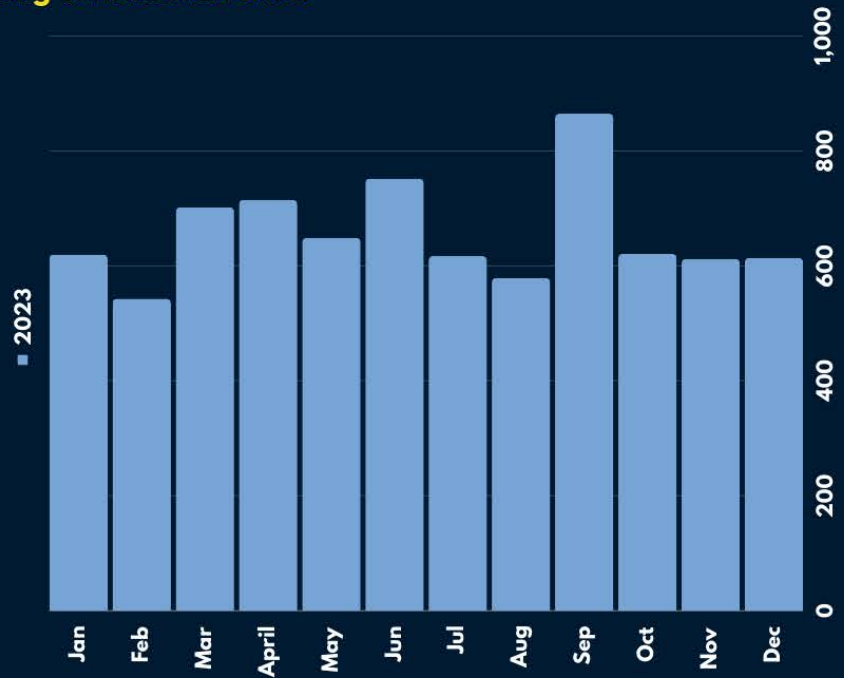
CALLS FOR SERVICE

The Talent Police Department receives dispatch services from Emergency Communications of Southern Oregon (ECSO). When a request for police service is made and an officer is dispatched or an officer initiates a call, it is referred to as a "call for service." Take a look at the graph below, which illustrates the total number of calls for service documented by ECSO each month over the past year. September's surge in calls was a direct result of our team's increased patrols. These additional measures were implemented in response to the spike in thefts at various Alameda rebuilding construction sites.

2023
Citizen Initiated - 5227
Officer Initiated - 2662
Total Calls for Service - 7889

Five Year Total Calls for Service

2019 - 9,081
 2020 - 6,025
 2021 - 5,673
 2022 - 5,494
 2023 - 7,889



CASE #'S BY YEAR

When a call for service is made, it doesn't necessarily mean that a police report will be generated. In reality, most of the calls are addressed without any formal action being taken. However, if a police report is required, a case number is assigned to the report. This graph shows the last four years of total assigned cases.

TRAFFIC

- 2209 - Traffic Stops
- 1182 - Traffic Citations
- 72 - Traffic Crashes
- 25 - DUII

Talent Officers administered 6 lifesaving doses of Naloxone in 2023.

TOP FIVE CALLS

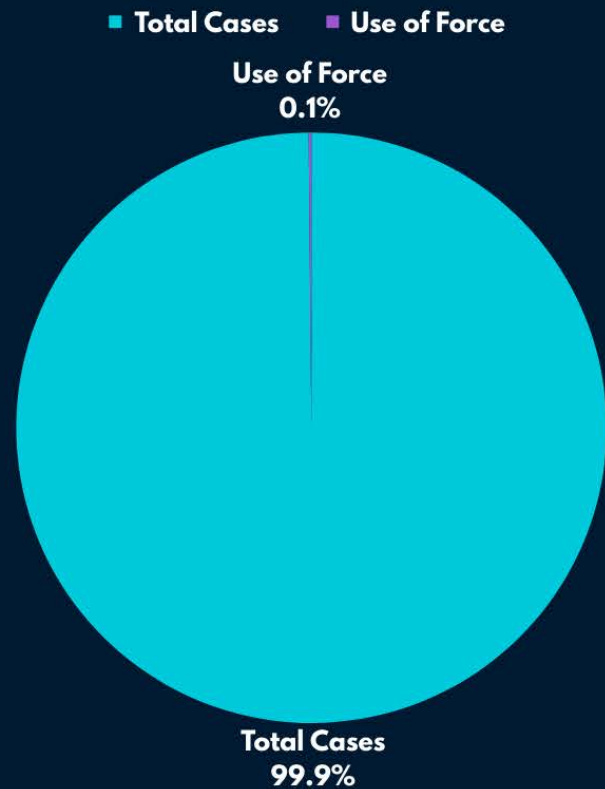
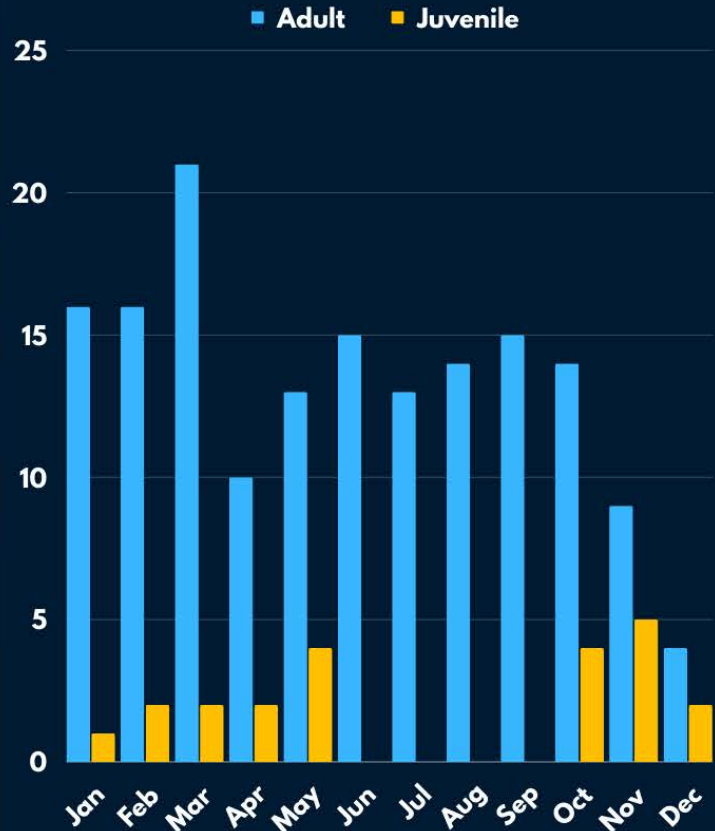
- 665 - Assists
- 281 - Suspicious
- 190 - Domestic Disturbance
- 157 - Welfare Checks
- 155 - Trespass

Talent Police Records registered 23 Sex Offenders throughout the course of the year. Officers conducted compliance checks on locally registered offenders and discovered 18 were out of compliance.

PROPERTY/EVIDENCE CONTROL

- 377 - Items in processed
- 35 - Taken to OSP Labs for further testing
- 44 - Items released to owners
- 102 - Evidence requests from District Attorney's Office

2023 ARREST DETAIL



In 2023, force was used in only four out of 2,669 cases, equivalent to less than .1% of the time.

Major Crime Type	2023	2022
Kidnapping/Abduction	0	3
Sex Offenses	6	8
Aggravated Assault	3	5
Simple Assault	44	34
Intimidation	13	5
Human Trafficking	0	1
Robbery	0	1
Extortion/Blackmail	1	0
Burglary/Breaking & Entering	26	17
Motor Vehicle Theft	7	5
Counterfeiting/Forgery	5	0
Fraud Offenses	31	14
Possession of Stolen Property	2	2
Destruction/Damage/Vand	10	17
Bribery	0	0
Shoplifting	13	9
Theft from Building	12	11
Theft from Motor Vehicle	15	11
Theft of MV parts	2	3
All Other Larceny	37	32
Drug/Narcotic Violations	14	12
Pornography/Obscene Material	1	1
Weapon Law Offense	6	4
Animal Cruelty	1	0

Major and Minor Reportable Crimes

Minor Crime Type	2023	2022
Curfew/Loitering/Vagrancy	1	0
Disorderly Conduct	30	28
DUII	25	8
Family Offenses, Nonviolent	3	4
Liquor Law Violations	2	0
Trespass	21	24
All Other Offenses	42	28

Department Vehicles



Our fleet of vehicles is aging, resulting in escalating maintenance expenses. The vehicle models range between 2009 and 2022, with some acquired through donations from other agencies. Unfortunately, a few of the donated vehicles are not suited for patrol and are instead utilized for travel arrangements related to training purposes.

Vehicle Inventory

Patrol

- 3 - Ford Explorer**
- 1 - Ford Explorer Hybrid**
- 1 - Ford Taurus**
- 1 - Chevy Tahoe**
- 1 - Dodge Charger**
- 1 - Ford Exp Hybrid (Un-marked Chief Vehicle)**

Administrative

- 1 - Chevy Colorado**
- 1 - Dodge Charger - Auction**
- 2 - Dodge Charger - Travel**

Pending

Talent Police

Contact us



Email
Cityoftalent.org



Phone
541-535-1253



Fax
541-535-8259



Facebook
@City of Talent Police Department

Chief Jennifer Snook
Talent Police Department

604 Talent Ave
PO BOX 445
Talent, OR 97540



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Kristen Maze
Department:	Comm. Dev.	E-Mail:	kmaze@cityoftalent.org
Staff Recommendation:	Informational	Estimated Time:	5 mins.

ISSUE BEFORE THE COUNCIL

Community Development Update for City Council

BACKGROUND

The Planning Commission met regarding the remanded of CPA 2023-001 and REZ 2023-001 project and denied it. Finding will be written and approved at the March 26th Planning Commission meeting.

Current Planning Projects include:

- 2 minor land partitions, both located on Lithia Avenue, 312 and 322.
- Palomino Pointe South 42-unit multi-family development located at 220 Suncrest Road.
- Sunday Afternoon design/office facility located at 510 S Pacific Hwy.
- Annexation for the School District at 6100 Colver Road.

Long Range Planning projects include:

- Railroad Feasibility Kick off meeting with Cascadia Partners began this week, projected completion will be December 2024.
- Draft BLI complete and setting stakeholders group meeting for this week.
- Researching and collecting Belmont estates/crossing documents for RR Feasibility Study.



City Council Agenda Report

Meeting Date:	March 6 th , 2024	Staff Contact:	Hector Flores
Department:	Comm. Eng.	E-Mail:	hflores@cityoftalent.org
Staff Recommendation:	Informational	Estimated Time:	5 mins.

ISSUE BEFORE THE COUNCIL

Community Engagement Department Updates

BACKGROUND

OWEB News: Due to capacity, staff is expected to have an update on the OWEB grant at an upcoming city council meeting in early April.

Committee and Commission vacancies

Recently, vacancies have arisen on multiple committees and commissions within the City of Talent. These include positions on the Budget Committee (2), Traffic Safety & Transportation Commission (1), Parks and Recreation Commission (1), Planning Commission (1), and Together for Talent (always adding more!). An editorial has been submitted to the Talent News and Reviews, encouraging resident engagement and inviting applications to fill these vacancies.

New FOTAS Flyers at City Parks

Staff collaborated with volunteers from Friends of the Animal Shelter (FOTAS) to refresh flyers at the Bark Park and other high-traffic city areas frequented by residents with their dogs. These updated flyers now feature details about the organization's ongoing low-cost vaccination and microchip clinics. FOTAS also toured the outside area of our Community Center for possible future use.

Tax Help at Talent Library

The Talent Library is offering free tax assistance for eligible individuals through the AARP's Tax-Aide program, available from February until the end of tax season. This service is provided to those earning less than \$55,000 at no cost. For more details, visit the Talent Library. Additionally, free tax assistance is also available in Medford through the United Way of Jackson County.

Free Trees from Plant Oregon

Plant Oregon has notified staff that they have around 30 available free of charge to local residents. These trees, all Nordman Firs, are part of Plant Oregon's live Christmas tree program. In this program, the living trees are used during the Christmas season and then planted afterward, thus saving a tree from being cut down for a short period of time. Staff will collaborate with Plant Oregon to disseminate information and identify interested property owners. Participation in the program is free of cost for both the City of Talent and residents.

Rogue Food Unites Continues Talent Farmers Market

Rogue Food Unites is excited to announce the continuation of their no-barrier, no-cost farmers market in Talent throughout 2024. Join them every Thursday from 4 PM to 6 PM at the Oregon Shakespeare Facility in Talent for this weekly market. Come and enjoy free pesticide-free

produce, local eggs, and natural meat. Don't forget to bring a shopping bag to carry all your goodies home! Informative flyers at City Hall and city bulletin boards.

City Social Media Numbers

The City of Talent maintains active social media presence on platforms like Facebook and Twitter, catering to both English and Spanish-speaking residents. City staff will periodically update council on follower counts and engagement metrics. Presently, we have dedicated accounts for the City and Police Department on Facebook, while Twitter serves as an additional platform in our multilingual outreach efforts.

City Specific:

Facebook (English) – 1,332 followers

Facebook (Spanish) – 150 followers

Twitter (English) – 371 followers

Twitter (Spanish) – 74 followers

Police Dept.

Facebook – 875 followers

Pacific Power Tree Vouchers Update

Generous tree vouchers from Pacific Power are being utilized to aid residents rebuilding homes and/or businesses outside the OWEB tree grant boundary.

1. A Front Street resident received approximately \$300 for a new tree purchase, replacing one damaged then removed post-Alameda Fire.
2. A local resident, having rebuilt two homes in Talent, was awarded \$1,000 (\$500 per unit) in vouchers for tree and shrub purchases.
3. Talent Maker City, a local non-profit, is reconstructing on a burn scar lot at the corner of Valley View and Talent Avenue. City staff will soon meet with the TMC director to assess landscaping needs and determine potential assistance.

Parks Survey for Pickleball Courts at Chuck Roberts Park

The Public Works Department and the Parks and Recreation Commission have launched a survey to gather public input and feedback regarding the potential addition of pickleball courts to Chuck Roberts Park. Developed in collaboration with the Community Engagement department, the survey is currently available on the city website and social media. Additionally, an informative article will be printed in the March edition of the Talent News and Reviews and will be posted on city bulletin boards for public awareness. The survey will remain active until the end of March.

6.1

1) Call to Order/Roll Call

Called to order by Chair Cross at 6:30 pm.

Present: Chair Cross, Greene, Krause, Hilton Walker, Councilor Byers, Superintendent Slayton.

Commissioner Ruiz present at 6:32 pm.

Absent: none

2) Consent Calendar

a) Approval of Minutes for 8 November 2023

Motion to approve by Krause, seconded by Hilton Walker. No discussion.

Unanimous approval.

3) Public Comment

a) Comments should be related to Talent Parks and Recreation business and are limited to 5 minutes per speaker, unless otherwise agreed upon.

No one present.

4) New Business

a) Interview Brian Marlia-Larsen

Unable to attend. Will move interview to January.

b) Interview Melissa Hendricks

Postponed. Was not in attendance, Chair Cross will reach out.

c) Schedule study session for Chuck Roberts design

Slayton recommends the day of a regular Parks commission meeting, possibly the hour before in the community center.

Byers reminds that the study session must be publicly noticed.

Byers recommends getting additional background information from Public Works available for the meeting.

Chair Cross clarifies the reason for in-person, Slayton notes that Zoom screen sharing is difficult for maps, etc.

Commissioners agree that meeting in-person on January 10th before the regular meeting is acceptable.

Hilton Walker - is Zoom access available? Yes, at least audio and possibly a single laptop camera.

Added by Chair Cross

d) Commission makeup for 2024

Chair Cross reminds commission of his change to step down as Chair in January, although remaining on the commission.

Secretary/Vice Chair Hilton Walker will assume "Interim" Chair

Krause states that he is interested in assuming Secretary duties.

A reminder that Commissioner Greene will be leaving the commission in January.

Chair Cross thanks Commissioner Greene for her service and point of view at meetings.

Councilor Byers offers thanks, as well.

Superintendent Slayton thanks Greene for her ability to provide counter viewpoints in a professional manner and come to agreement with city staff.

5) Staff Report – Public Works

a) Public Works updates

i) Kamerin Springs Restroom facility

Restroom has finally arrived after many delays. Minor cosmetic damage must be repaired. It is now placed on the pad and should be in service after some concrete and electrical work in early January.

ii) Music sculpture update

Will be housed at the new TMC building when complete, public works will house until that time.

iii) Chuck Roberts bench (ADA table) update

ADA table is complete by TMC, placement in an ADA accessible location will be discussed and decided.

Ruiz: Was originally planned for Footprints Pathways, but moved to CR because of ADA accessibility and was always planned for front of park, not in playground.

Slayton: Future ADA playground at CR would work because flat rubber matting would be compliant, but there would be a delay in installation or a need to move in the future.

The tilework on the table is beautiful, but the city does not have any way to repair tile damage. Will reach out to TMC to see if replacement tiles can be made for the purpose of making necessary repairs in the future. The table differs from the unified bench/table plan for all city parks by being partially made of wood.

Cross: there is a sign next to the table for which wording is needed. Input will be gathered from groups that helped design and build the table to guide the commission.

iv) Talent Tiny Park sign

Difficulty finding a metal worker to complete the sign in such a small scale. Slayton asks for contacts from the commission.

Ruiz will reach out to TMC, is also willing to see if she can fabricate the sign based on her metalwork experience.

v) Roof over Library Park table

Canvas has been damaged and is currently being repaired by Deluxe Awning.

vi) Other updates

Lots and lots of leaves.

TUFC has many activities planned that will be in City parks (weeding, cleanups) and collaboration with P&R Commission may be appropriate.

6) Ongoing Business

a) Commission recruiting

Cross will follow-up with Melissa and Brian. But we will still be down one alternate.

Hilton Walker makes a motion to move Mark Krause from Alternate member to Commissioner.

Ruiz seconds.

No discussion.

Unanimous approval.

b) Dog Park actions

Byers: there has been no official ordinance suggestion from the city to the council. Also waiting for the wholistic plan for Chuck Roberts.

c) Labyrinth update

Also waiting for the Chuck Roberts planning session.

d) Skate Park update

Went through a review for the RFP. Technical changes must be made by city attorney. Then to City Council for review.

e) Tennis/Pickleball update

i) Survey update

Slayton: Public Works TNR section has been filled with other matters. Will try to get it in TNR soon.

Added by Chair Cross at meeting

f) Guinness World Records update

Cross: Still never heard back from Guinness. So he restarted the process. But now Guinness wants \$6000 - \$16000 for consulting fees as part of a new formal process.

Cross has asked city council if there is a reason to continue the process since the cost is so high.

Hilton Walker wonders if there is another designation that may be cheaper and significant.

7) Council Liaison Report – Ana Byers

Offered a contract to a new City Manager and if accepted will start in January. Interim city manager will stay on for the transition.

Byers will check with city council about Guinness next steps.

Council looks forward to voting on possible additional commissioners.

8) Committee Reports

a) Report from Bee City Subcommittee

Gerlinde Smith has procured native plants from a grant that were supposed to be planted at Lynn Newbry, but they will now be planted near Talent Elementary as an educational example garden. Thanks to Mike Oxendine for his help.

b) Report from Talent Public Art Committee

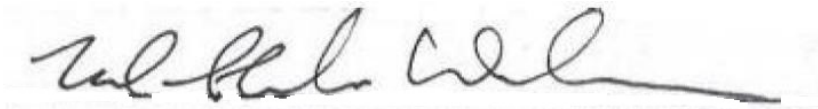
Nothing to report

9) TNR Suggestions
Tennis/Pickleball survey

10) Items for Next Month's Agenda
Nothing suggested.

11) Adjournment at 7:31

Meeting minutes submitted and attested by

A handwritten signature in black ink, appearing to read "Ted Hilton Walker", written over a light gray horizontal line.

Ted Hilton Walker, Chair, Parks and Recreation Commission

6.2

Talent Parks Commission meeting minutes

1/10/24

1) Call to order/roll call

Called to order by Chair Cross at 6:30

Present: Chair Cross, Ruiz, Hilton Walker, Cross, Byers, Slayton, Melissa Hendricks, Brian Marlia-Larsen

Absent: none

2) Consent calendar

- a. Approval of minutes for December 12th 2023

Motion to approve by Krause, seconded by Ruiz, no discussion, unanimous approval

3) Public comment

- a. Two public members Melissa Hendricks and Brian Marlia-Larsen. Both present to be interviewed as potential new P&R commissioners.

4) New business

a. Election of new Commission Officers

- i. Chair: Ted Hilton Walker voted in as interim chair of parks commission. Unanimous.
- ii. Vice-chair: vote delayed to next month
- iii. Mark Krause voted in as secretary of parks commission. Unanimous.
- iv. Interview with Brian Marlia-Larsen. Motion to recommend Brian Marlia-Larsen's appointment to Parks Commission to city council approved by commissioners.
- v. Interview with Melissa Hendricks. Motion to recommend Melissa Hendricks' appointment to Parks Commission to city council approved by commissioners.
- vi. Note: Ana Byers reviewed the process for approving new commissioners with the city of Talent (e.g., approval by city Mayor required). Approval should happen this month to commence the appointments by the February meeting.

b. Reschedule study session for Chuck Roberts design.

Donna Ruiz reviews the purpose of study session to new members Hendricks and Marlia-Larsen. Councilor Byers explained how study session does not involve a vote, and those who may miss the meeting can still provide input. February Parks Commission meeting falls on Valentine's day (Feb 14, 2024). Discussion had about holding the study session and parks meeting in 4th or 5th Wednesday of January. Byers notes that she'll check with whether changing date or just skipping and next meeting on March is okay. Slayton concurs that March will be fine as long as commission can make some recommendations about budget and goal setting by April council discussion of budget.

5) Staff report-public works

- a. Kamerin Springs bathroom. Underway. Some weather related delays. Should be open next weekend. Ribbon cutting ceremony discussed.
- b. Talent tiny park sign. Work on this still pending.

- c. Other: Public works devoting a lot of time to clearing wind related debris, tree branches. Major tree fell in lower part of Wagner Creek and will be removed when resources allow.
- 6) Ongoing business
- a. Commission recruiting. Two new members (Marlia-Larsen, Hendricks) just recommended.
 - b. Dog park actions. No updates on wording for city ordinances.
 - c. Labyrinth. Hilton Walker will bring ideas to the planning session
 - d. Skate park and tennis and pickleball updates. Slayton reports that public works has opportunity through state agency on parks and rec to apply for lottery funds to fund these projects. "CIP" capital improvement plan projects. Also included as a possibility for this type of grant is the splash pad updates (water repurposing to save water to irrigate chuck Roberts). Slayton exploring whether one grant or multiple grants per project is possible and feasible.
 - e. Tennis/pickleball survey. Ana Byers suggested sending out through social media now rather than wait until March Talent News and Review. Timing of putting it out now on social media, and bumping it intermittently, is agreed upon to generate as much feedback. No need to synchronize with later TNR release.
 - f. Other: Guinness book of world records and cost. Councilor Byers will be asking for city feedback on whether the funds are available and justified.
- 7) Council liaison report – Ana Byers. New city Manger Gary Milliman. Byers asked whether Parks Commission and Urban Forestry want to work together Parks Commission is responsible for parks, but also open and green spaces. Urban Forestry (Ted and Julie) and Parks Commission should meet to discuss overlapping interests and usage of certain open and green spaces. Safe routes to school update. Byers asks Slayton whether Parks Commission and Safe Routes have overlapping interests. Slayton pointed out that skate park is within the ½ mile radius from school. Wagner park is also within the ½ mile. Councilor Pomeroff will likely attend next P&R meeting to discuss overlapping interests and concerns of the safe routes and parks and rec.
- 8) Committee Reports
- a. Bee city subcommittee: Since we do not have representation of this committee on P&R commission, Charley Cross suggests soliciting email that can be read and reported on for those involved in this.
 - b. Report from Talent public arts: Donna Ruiz—city Hall has artwork in city hall now. Rogue Valley times did an article on Talent public arts
- 9) TNR suggestions. Kameran springs bathroom opening
- 10) Items for next month's agenda. Motion to reschedule February parks meeting for February 28th instead of the 14th. Charley Cross motions, Krause seconds. Passes unanimously.
- 11) Adjournment. 8:08pm.

Meeting minutes submitted and attested by



Ted Hilton Walker, Chair Parks and Recreation Commission

6.3



OREGON LIQUOR & CANNABIS COMMISSION LIQUOR LICENSE APPLICATION

Instructions

1. **Complete and sign** this application.
2. Prior to submitting this application to the OLCC, send the completed application to **the local government for the premises address** to obtain a recommendation.
 - If the premises street address is within a city’s limits, the local government is the city.
 - If the premises street address is not within a city’s limits, the local government is the county.
3. You can submit the application to the OLCC if:
 1. You have WRITTEN documentation showing the date the local government received the application or;
 2. The local government has provided you their recommendation.

ALL forms and documents must be a PDF attachment

4. **Email the PDF application that contains the local government recommendation or proof of submission** to: OLCC.LiquorLicenseApplication@oregon.gov.
5. **Do not** include any license fees with your application packet (fees will be collected at a later time).
When it’s time to pay the license fee you must pay the full yearly fee for the current license year (the license fee will not be prorated). If you pay in the last quarter of your license year you must also pay the yearly fee for the next license year.

License Request Options - Please see the general definitions of the license request options below:

- **New Outlet:** The licensing of a business that does not currently hold an active liquor license.
- **Change of Ownership:** The request to completely change the licensee of record at a licensed business.
- **Greater Privilege:** The request to change from an Off-Premises to a Limited or Full On-Premises Sales license **OR** from a Limited to Full On-Premises Sales license.
- **Additional Privilege:** The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an **additional** different liquor license type at that same premises location.

Additional Information

Applicant Identification: Please review [OAR 845-006-0301](#) for the definitions of “applicant” and “licensee” and [OAR 845-005-0311](#) to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per OAR 845-005-0311[6]) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

Premises Address: This is the physical location of the business and where the liquor license will be posted.

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

Applicant/Licensee Representative(s): In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:

- Complete the [Authorized Representative](#) and submit with the application.

For help with this application or any related documents or processes, email olcc.alcohollicensing@oregon.gov.

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

- [New Outlet](#) | [Change of Ownership](#) | [Greater Privilege](#) | [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: (Use the DISTT form [HERE](#))

Limited On-Premises

Off Premises

- Warehouse
- Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT
After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below

- Recommend this license be granted
- Recommend this license be denied
- No Recommendation/Neutral

Printed Name

Date

Signature

Chevron # 5047

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: H&S Stations LLC # 5047	Name of entity or individual applicant #2:
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): Chevron # 5047		
Premises street address (The physical location of the business and where the liquor license will be posted): 301 W. Valley View RD		
City: Talent	Zip Code: 97540	County: Jackson
Business phone number: [REDACTED]	Business email: [REDACTED]	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]):		
City: Talent	State: Oregon	Zip Code: 97540
Does the business address currently have an OLCC liquor license? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is <u>not</u> an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.	
Application Contact Name: Mohammad Haris	
Phone number: [REDACTED]	Email: [REDACTED]

LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

Chevron # 5047

LIQUOR LICENSE APPLICATION

Chevron # 5047

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

• Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-006-0362](#) and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Mohammad Haris		2/27/24
Applicant name	Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the [Authorized Representative Form](#). You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



Jennifer Snook
Chief of Police

CITY OF TALENT POLICE DEPARTMENT

PO Box 445
604 Talent Avenue
Talent, Oregon 97540
541-535-1253
FAX 541-535-8259

Date: 2/28/2024

FROM: Chief Jennifer Snook
Subject: Request for OLCC License

RE: H & S Stations LLC #5047/Chevron #5407 and Mohammad Haris.

Files of the Talent Police Department do not reveal any disqualifying information regarding the OLCC change of ownership permit request.

Respectfully,

A handwritten signature in blue ink, appearing to be "J. Snook".

Chief Jennifer Snook
Talent Police Department

EXHIBIT 'A'

TYPE OF APPLICATION	FEE	ORD or RES #
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ADMINISTRATION

Business Licenses:		
(Jan-Dec)	\$60, plus \$5/each employee after 2	Ord. 698 Res. 604
(July-Dec)	\$30, plus \$5 /each employee after 2	Ord.698 Res. 604

Peddler's Permit	\$10/day, plus \$5 for each additional person	
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Liquor License:	This fee is paid to the City; there is a separate fee for each type of application paid directly to OLCC.	
New Application	\$100	Res. 592
Change of ownership or location	\$75	Res. 592
Change in privilege application, temporary application or renewal.	\$35	Res. 592

Administrative Fees	Fee	Ord. or Res.
NSF Check Fee	\$25	
Lien Search	\$25	Ord. 369
Copies of video or audio tapes	\$25/each	Res. 412
CDs or floppy disc	\$10/each	
Photocopying	\$.25/page	
Municipal Code	\$25. plus \$.25/page	
Annual Budget	\$5. plus \$25.per page	
Subscription Fees		Res.525
Talent Flash Newsletter	\$8.00	
Monthly Meeting Calendar	\$5.00	
City Council Mtg Agendas	\$15.00	
City Planning Commission Agendas	\$5.00	
Customized List	\$25, plus \$.25/page	



OREGON LIQUOR & CANNABIS COMMISSION LIQUOR LICENSE APPLICATION

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- **Greater Privilege:** The request to change from an Off-Premises to a Limited or Full On-Premises Sales license **OR** from a Limited to Full On-Premises Sales license.
- **Additional Privilege:** The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an **additional** different liquor license type at that same premises location.

Additional Information

Applicant Identification: Please review [OAR 845-006-0301](#) for the definitions of "applicant" and "licensee" and [OAR 845-005-0311](#) to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per OAR 845-005-0311[6]) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

Premises Address: This is the physical location of the business and where the liquor license will be posted.

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

Applicant/Licensee Representative(s): In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:

- Complete the [Authorized Representative Form](#) designating a person/entity to act on your behalf and submit with the application.

For help with this application or any related documents or processes, email olcc.alcohollicensing@oregon.gov.

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

[New Outlet](#) | [Change of Ownership](#) | [Greater Privilege](#) | [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- Commercial
- Caterer
- Public Passenger Carrier
- Other Public Location
- For Profit Private Club
- Nonprofit Private Club

Winery

- Primary location
- Additional locations: 2nd 3rd 4th 5th

Brewery

- Primary location
- Additional locations: 2nd 3rd

Brewery-Public House

- Primary location
- Additional locations: 2nd 3rd

Grower Sales Privilege

- Primary location
- Additional locations: 2nd 3rd

Distillery

- Primary location
- Additional tasting locations: (Use the DISTT form [HERE](#))

Limited On-Premises

Off Premises

Warehouse

Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT

After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below

- Recommend this license be granted
- Recommend this license be denied
- No Recommendation/Neutral

Printed Name

Date

Signature

GRAB & GO MARKET LLC

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION	
Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.	
Name of entity or individual applicant #1: GRAB & GO MARKET LLC	Name of entity or individual applicant #2: JASWANT SINGH
Name of entity or individual applicant #3: ANIL KUMAR YADAV	Name of entity or individual applicant #4:

BUSINESS INFORMATION		
Trade Name of the Business (name customers will see): GRAB & GO MARKET LLC		
Premises street address (The physical location of the business and where the liquor license will be posted): 160 N. Pacific Hwy, Suite J		
City: TALENT	Zip Code: 97520	County: JACKSON
Business phone number:	Business email:	
Business mailing address (where we will send any items by mail as described in OAR 845-004-0065[1]):		
City: MEDFORD	State: OR	Zip Code: 97501
Does the business address currently have an OLCC liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is <u>not</u> an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.	
Application Contact Name: Jaswant Singh	
Phone number:	Email:

LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

• Each applicant listed in the "Application Information" section of this form has read and understands [OAR 845-006-0362](#) and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

<u>Jaswant Singh</u> Applicant name	 Signature	<u>2/12/2024</u> Date
--	--	--------------------------

<u>ANIL KUMAR YADAV</u> Applicant name	 Signature	<u>2/12/2024</u> Date
---	--	--------------------------

_____ Applicant name	_____ Signature	_____ Date
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_____ Applicant name	_____ Signature	_____ Date
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Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the [Authorized Representative Form](#). You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



Jennifer Snook
Chief of Police

CITY OF TALENT POLICE DEPARTMENT

PO Box 445
604 Talent Avenue
Talent, Oregon 97540
541-535-1253
FAX 541-535-8259

Date: 2/26/2024

FROM: Chief Jennifer Snook
Subject: Request for OLCC License

RE: Grab & Go Market LLC, Persons associated; Anil Kumar Yadav and Jaswant Singh

Files of the Talent Police Department do not reveal any disqualifying information regarding the OLCC permit request.

Respectfully,

A handwritten signature in blue ink, appearing to be "JS", written over a horizontal line.

Chief Jennifer Snook
Talent Police Department

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896 .

The City of Talent is an Equal Opportunity Provider

EXHIBIT 'A'

TYPE OF APPLICATION	FEE	ORD or RES #
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ADMINISTRATION

Business Licenses:		
(Jan-Dec)	\$60, plus \$5/each employee after 2	Ord. 698 Res. 604
(July-Dec)	\$30, plus \$5 /each employee after 2	Ord.698 Res. 604

Peddler's Permit	\$10/day, plus \$5 for each additional person	
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Liquor License:	This fee is paid to the City; there is a separate fee for each type of application paid directly to OLCC.	
New Application	\$100	Res. 592
Change of ownership or location	\$75	Res. 592
Change in privilege application, temporary application or renewal.	\$35	Res. 592

Administrative Fees	Fee	Ord. or Res.
NSF Check Fee	\$25	
Lien Search	\$25	Ord. 369
Copies of video or audio tapes	\$25/each	Res. 412
CDs or floppy disc	\$10/each	
Photocopying	\$.25/page	
Municipal Code	\$25. plus \$.25/page	
Annual Budget	\$5. plus \$25.per page	
Subscription Fees		Res.525
Talent Flash Newsletter	\$8.00	
Monthly Meeting Calendar	\$5.00	
City Council Mtg Agendas	\$15.00	
City Planning Commission Agendas	\$5.00	
Customized List	\$25, plus \$.25/page	

COMMUNITY CENTER RENTAL		
Group A	Fee	Security Dep./with alcohol
Gov't & city sponsored events	\$0	/\$50
Group B		
Non-profit, civic groups, clubs for regular scheduled mtgs	\$10/use	\$50/\$100
Group C		
35 or less	\$25/hr	\$150/\$300
36 or more	\$30/hr	\$250/\$500
Group D		
35 or less	\$35/hr	\$150/\$300
36 or more	\$50/hr	\$250/\$500
Annual Fees for Group B users		
13-26 users	\$125/yr	\$50
27-52 users	\$150/yr	\$50
more than 53	\$200/yr	\$50
See resolution for more detailed explanations.		Res 789

USE OF CITY PARKS	Fee	Deposit
Skate Park	\$50/use	\$100
Skate Park Use for profit event	\$50 + \$20/hr	\$100
Commons Park	\$50/use	\$100
Old Town Park, Chuck Roberts and Lynn Newbry, & Kamarin Park	\$50/use	\$100

POLICE DEPARTMENT

Police Reports	\$11.00 ten pages or less	
	\$15.00- 11-20 pages	
	\$.25 for each page over 20	
Copies of video/audio tapes	\$25 each	
Copies of photos	\$5.00 color printed on regular paper	
CD's & Floppy Discs	\$10 each - must have self addressed envelope if not another Agency	
Vehicle Impoundment	\$100	Ord. 543

PUBLIC WORKS

Encroachment Permit	\$25
(There are a number of fees attached to various activities related to excavation and construction that are assessed depending on the nature of the project. These fees are included on the application form.)	



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
 Phone: (541) 535-7401 Fax: (541) 535-7423 www.cityoftalent.org

SPECIAL USE PERMIT

OFFICE USE ONLY:
 New event: Return event: Route change: Date Received: _____ On time: Late: Previous Fees Paid:

(Submit at least 90 days prior to first advertising date)
 Fill out completely and type or print legibly. Failure to do so could result in permit denial.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION (PERSON / GROUP RESPONSIBLE)			
Sponsoring Organization Name: <u>Lifegate NW Ministries</u>			
Organization type: <input type="checkbox"/> For-profit <input checked="" type="checkbox"/> Nonprofit Tax Exempt Number: _____			
Organization Street Address: <u>206 S. 1st St.</u>		City, State, ZIP Code: <u>Talent OR 97540</u>	
Organization Phone: _____		Organization Email: _____	
Primary Contact from Sponsoring Organization: <u>Craig Rodenmyer</u>			
Contact Phone: (office) _____ (cell) _____		Email: _____	
Name of contact person "on site" day of the event: <u>Craig Rodenmyer</u> (cell - required) _____			
Event coordinated through an event promotion company? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name of Company: _____			
Contact Name: _____		Phone: _____	Email: _____
EVENT INFORMATION			
Event Type (check all that apply): <input type="checkbox"/> Run - Distance <input type="checkbox"/> Walk <input type="checkbox"/> Bike Race <input type="checkbox"/> Parade <input type="checkbox"/> Fair <input type="checkbox"/> Party <input type="checkbox"/> Filming			
<input type="checkbox"/> Demonstration ("First Amendment" Event) <input checked="" type="checkbox"/> Other (Please specify briefly here) <u>Easter Egg Hunt</u>			
Location <input type="checkbox"/> Sidewalk Only <input type="checkbox"/> Street Only <input type="checkbox"/> Street and Sidewalk <input checked="" type="checkbox"/> Street, Sidewalk and Park <input type="checkbox"/> Private Property			
City Location(s) (Be Specific) <u>Talent Commons Park</u>			
Event Name <u>Lifegate Egg Hunt</u>			
Requested Event Date(s) <u>March 23, 2024</u>		Alternative Event Date(s) _____	
Event Hours Start: <u>11:00</u>		End: <u>2:00</u>	
Set-up	Location: _____	Date: _____	Time: _____
Break-down	Location: _____	Date: _____	Time: _____
Are participants (including floats, vehicles and bands) charged an entry fee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Admission Cost and/or Entry Fee(s): <u>None</u>	
Is this an annual event? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If annual, has the route changed from the previous year? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Medical Aid: <input checked="" type="checkbox"/> 911 Response <input type="checkbox"/> On Standby - Name and phone number of medical aid: _____			
Estimated Participants: <u>25</u>		Estimated Spectators: <u>100</u>	Estimated Total: <u>125</u>
Basis on which attendance estimate is made: <u>Best Guess -</u>			
Previous year's total attendance - if applicable: <u>None</u>			

OVERALL EVENT DESCRIPTION

Briefly explain event and event details (attach additional sheets if needed):

An Easter Egg Hunt - Spring Festival sponsored by Lifegate NW ministries. The community is invited to come. We will have Kona Ice, Snow Cones/Gelato/Hoping to have one or two local food trucks, music, Fun!

STREET CLOSURE INFORMATION (ADDITIONAL FEE REQUIRED)

(REQUIRED: A legible and detailed map that includes the start point, end point, direction of travel, and street names)

Names of streets to be closed (attach further closures on a separate sheet if needed)

N/A	Between	And
	Between	And
	Between	And
	Between	And
	Between	And

Route description (i.e., held on sidewalk and/or street, changes to route, where and how you wish to travel)

The City prefers to reopen streets as soon as the tail end of the event has passed the beginning of the event area (if applicable). Are you requesting a complete street closure? Why?

Time of Street Closure	Start:	End:
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Participant type and number of entries of each type (check all that apply): Participants/Spectators Animals Vehicles Floats Bands Bikes

If you have vehicles, animals, floats, fire-related entries and/or bands, please provide details about these entries:

~~Parking restrictions requested:~~ Saturday use of Parking at the Community Center, library, and Town Hall/Karisa

Will your proposed route use Highway 99 (between Colver Road and Creel Road)? Yes No (if yes, this is ODOT's jurisdiction. For ODOT permits contact Roger Allemand at 541-774-6360 or roger.b.allemand@odot.state.or.us. (To avoid revocation of permit, copy of permit MUST be received by staff two weeks before event.)

Will your proposed route affect the bus route? Yes No (If Yes, contact RVTD at 541-779-2877)

Will you agree to alter your route if ODOT and the Public Works Department determine the proposed route will require significant city services and/or severely limit transit opportunities in high-volume areas? Yes No

EVENT DETAILS

Does your event involve the sale of alcoholic beverages? Yes No (Oregon Liquor Control: 541-776-6191) http://www.oregon.gov/OLCC/license_information.shtml#How_to_Get_a_Liquor_License. If yes, will this activity occur on (or spill into) city streets? Yes No If yes, please describe:

Will items or services be sold at your event? Yes No (If food is being served contact Jackson County Health Dept: 541-774-8206 or <http://www.co.jackson.or.us/page.asp?navid#712>) If yes, will this activity occur on (or spill into) city streets? Yes No Please describe:

Will cooking facilities be used? Yes No (If yes, contact Jackson County Fire District #5 – 541-535-4222)

Will you have booths? Yes No How many:

Will the event have amplified sound? Yes No (If yes, fill out separate "Noise Permit Application")

Is this a fundraising event? If yes, please describe:
NO

Do you have a recycling plan for your event? Yes No. Please describe your recycling and clean-up plans for this event:
Recycling Bins - Rentals from So recycling.

SAFETY/SECURITY/VOLUNTEERS

Please describe your procedures for crowd control and internal security:
This will be a relatively small event. We do not have any intention for paid security. We will use 911 in case of an emergency
If fences/barriers will be used, include site plan.

Are you expecting City Police services at intersections and/or for crowd control? Yes No
Conformation of Police services and associated fees are determined by the Talent Police Department's Police Chief. Requests for assistance from the Talent Police Department is at the Chief's discretion.

Do you plan on utilizing volunteers/monitors? Yes No (Note: in most cases they are required)
If yes in what capacity?
Volunteers for event logistics, information, ADA assistance

Name and phone number of volunteer coordinator:

PUBLIC NOTIFICATION AND PROMOTIONAL INFORMATION

PLEASE NOTE: YOU ARE ADVISED NOT TO ANNOUNCE, ADVERTISE OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT. Please describe the marketing and promotional effort planned for the event (advertising, flyers, etc.). Please also include strategies for notifying affected neighborhoods and businesses (14 days prior).
We plan on using social media, community event boards, local Radio PSA/Event Calendars

I have read and agree to the notification requirements at the end of this application and understand that failure to notify the public will result in the revocation of my event permit.

INSURANCE INFORMATION

HOLD HARMLESS AGREEMENT: IN CONSIDERATION FOR USE OF CITY OF TALENT PROPERTY, INCLUDING BUT NOT LIMITED TO CLOSURE OF ONE OR MORE PUBLIC STREETS FOR THE ACTIVITY FOR WHICH THIS PERMIT WAS ISSUED, THE SPONSOR(S) OF THIS EVENT HEREBY AGREES TO DEFEND, INDEMNIFY, SAVE AND HOLD THE CITY, ITS AGENTS, OFFICIALS, VOLUNTEERS, AND EMPLOYEES HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS FOR DAMAGES OF ANY KIND, INCLUDING ALL ATTORNEY FEES AND COSTS, ARISING OUT OF OR CONNECTED IN ANY WAY WITH THE ACTIVITY FOR WHICH THIS PERMIT WAS ISSUED.

Signature of Sponsor or Authorized Representative  Date **2.27.24**

The sponsor shall maintain public liability and property damage insurance in the amount of not less than \$1,000,000 for personal injury to each person, \$1,500,000 for personal injury for each occurrence, and \$1,000,000 for each occurrence involving property damage; or a single limit policy of not less than \$1,500,000 covering all claims per occurrence. **The City of Talent shall be named as an additional insured on the policy.**

I have read the hold harmless agreement and liability agreement. I agree to maintain public liability and property damage insurance as required by the City Manager.

Signature of Sponsor or Authorized Representative	Date	2-27-24
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PERMIT CONDITIONS

If your permit is approved and issued the following conditions may apply:

1. **Fees** – Fees for events are to be paid at least 30 days prior to the event. Failure to pay fees may result in the revocation of the permit. See attached sheet for permit fees.
2. **Notifications** – Organizer will notify affected neighborhoods and businesses and copies of notifications will be sent to the Community Development Department at P.O. Box 445, Talent, OR, or by fax at 541-535-7423 at least 14 days prior to the event and will include a list of those notified.
3. **Signage** – Parking signage is coordinated through the Police Department and traffic control signage by the Public Works Department. No signs may be posted on utility posts or regulatory sign posts. Event signs such as sandwich boards, pedestal signs, ground signs, etc are not allowed. Some signs are allowed for charitable events - call Community Development at 541-535-7401 for more information regarding signs.
4. **Volunteers** – Organizer will adequately supply volunteers to staff positions along the route. Volunteers will be instructed to assist in staging a safe and orderly event. Volunteers must be easily identifiable through some form of badge, arm band, bib, shirt or cap. Volunteers will remain on post until advised by Talent Police Department that they are no longer required. Proof of adequate number of monitors shall be provided upon request of the Permit Coordinator at least 5 days prior to the event.
5. **Insurance** – Sponsors of events shall provide coverage for not less than \$1,000,000 for personal injury to each person. \$1,000,000 for each occurrence and \$1,000,000 for each occurrence involving property damages; or a single limit policy of not less than \$1,000,000 covering all claims per occurrence. A copy of the insurance certificate must be received by Community Development prior to the event.
6. **Pace** – Organizer will ensure that all participants are aware they must maintain an overall pace of 12 minutes per mile. The Police supervisor may adjust the pace as necessary for the safety of runners. Participants who fall behind will be required to move to the sidewalks upon request by the Talent Police Department.
7. **Route** – Routes for events will not be changed unless specific written approval is given by the Community Development Director. The Police Supervisor may approve changes on the day of the event.
8. **State Highways** – Large events utilizing areas around ramps to state highways will be required to apply for and coordinate closures with the State of Oregon Department of Transportation at 541-774-6360.
9. **Other closures** – Permits are issued with a set starting and ending time. These times will not be changed without permission of the Community Development Director or Police Supervisor on the day of the event. Resumption of normal traffic in these areas will occur at the end time specified on the event permit. Any participant left on the course will be required to move to the sidewalks.
10. **Other permits** – Organizers are responsible for ensuring all applicable permits are in place prior to the event. These include, but are not limited to: park use, other venues and noise permits. Approval jurisdiction is the city limits of Talent. Permits outside city limits are the sole responsibility of the applicant.
11. **Special conditions**

I have read these conditions and agree to fulfill any requirements therein.

By signing this application, sponsor, or sponsor's authorized representative on behalf of sponsor agrees to all terms and conditions and any special conditions listed in the permit.

As the sponsor or authorized representative, I certify that the information provided is true to the best of my knowledge and agree to pay the permit fee for this event as determined by the City Council based upon the information provided in this application.

Name of Sponsor or Authorized Representative (Printed)	Craig Baerensmyer
Signature of Sponsor or Authorized Representative	Date 2-27-24

FOR OFFICE USE ONLY	Associated File Number:	Public Works Review:	Community Development Review:
Date Approved:	City Manager Approval:	Talent Police Review:	

ADDITIONAL PERMITS

IF ANY OF THESE CONDITIONS EXIST YOU MAY NEED AN ADDITIONAL PERMIT FROM THE CITY OR ANOTHER AGENCY.

PERTINENT QUESTIONS	WHO TO CONTACT	PHONE
Will a park be used for the formation or ending area or anywhere along the route? If yes:	City Park: City Hall	541-535-1566
Will a public address system or amplified music be used? If yes:	Community Development	541-535-7401
Will food be served at the event? If yes:	Jackson County Health Division	541-774-8206
Will alcoholic beverages be sold? If yes:	Oregon Liquor Control Commission	541-776-6191
Will your procession interfere with a bus route or schedule? If yes:	RVTD, Field Operations Coordinator	541-779-2877
Will your event include a street closure that does not include a procession or athletic activity? If yes:	Community Development	541-535-7401
Will your event include a neighborhood street fair or community event with broad participation? If yes:	Community Development	541-535-7401
Will your event include tents, canopies, booths, food? Are you an outdoor fair? If yes:	Jackson County Fire District #5	541-535-4222
Will your event include open fires or cooking equipment of any kind? If yes:	Jackson County Fire District #5	541-535-4222

PUBLICITY AND PUBLIC NOTIFICATION OF SPECIAL EVENTS

Sponsors are advised not to publicize proposed street and sidewalk uses until after receipt of the permit from the Public Works Department to avoid publication of misinformation. Sponsors who disregard this precaution shall not receive special consideration in determining approval for the proposed street and sidewalk uses because of advance preparation or the expenditure of money.

A precondition for receipt of a special event permit is public notification and signage.

Sponsors of large athletic, large parades, extra large uses, uses with a closed course and possibly exceptions shall notify residential complexes, neighborhood groups, businesses and churches which will be affected by the street and sidewalk use (signature form enclosed). **The notification shall be made not less than fourteen (14) days before the street and sidewalk use date.** The notification shall be in writing and shall include the name and telephone number of the appropriate City official to contact in case of questions or concerns. A notification form is at the end of this document. A copy of the actual form of notification shall be sent to the Community Development not less than fourteen (14) days before the street and sidewalk use date with a list of those notified.



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
Phone: (541) 535-7401 Fax: (541) 535-7423 web address: www.cityoftalent.org

NOTIFICATION CERTIFICATION

To be submitted to Community Development by Event Organizer at least 14 days prior to the event.

List name of the business or organization hosting the event: Lifesgate NW Ministries
Name and phone number of the contact person for the event: Craig Rosenmayer 541-507-7210
Name of the event: Lifesgate Community Egg Hunt

I certify that the entities listed below have been notified about my upcoming special event.

Table with 2 columns: Signature of Sponsor or Authorized Representative, Date

Table with 4 columns: Name/ Business, Address, Phone, Email

Please submit this form to: City of Talent Community Development Department



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
 Phone: (541) 535-7401 Fax: (541) 535-7423 [web address: www.cityoftalent.org](http://www.cityoftalent.org)

NOTIFICATION OF UPCOMING SPECIAL EVENT STREET CLOSURE

- List name of the business or organization hosting the event: _____
- List the name of the beneficiary (non-profit organization) of the event: _____
- Approximate number of participants and spectators: _____
- Name and phone number of the contact person for the event: _____
- Name of the event: _____

The above listed are proposing a street closure for a community event.

The closure of _____
street between _____
street and _____
street for a
 community event will be held on _____
date from _____
time until _____
time

By signing below, we, the abutting residents and/or business representatives affected by the proposed closure, acknowledge notification of the above listed street closure.

Printed Name/Business	Signature	Address	Phone

Please submit this form to: City of Talent Community Development Department



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
Phone: (541) 535-7401 Fax: (541) 535-7423 www.cityoftalent.org

NOISE PERMIT

Pursuant to Ordinance # 942, Section 16, upon application to the Community Development Department, the City may grant permits to responsible persons or organizations for the broadcast or amplification of programs of music, news, speeches, or general entertainment or advertisement. **The broadcast or amplification shall not be audible for a distance of more than one thousand (1000) feet from the instrument, speaker, or amplifier.**

In addition, the applicant must contact residents in the immediate area that may be affected by the noise and advise them in advance of any amplification (a NOTIFICATION TO SURROUNDING RESIDENTS OF INTENTION TO HOLD EVENT WITH AMPLIFIED MUSIC – form is attached for your convenience). If the amplification is too loud, the applicant should be contacted directly by the affected person. In the event the Police Department has to intervene, **the permit will be voided** at the time of the event and amplification shall not be allowed to continue. Please be considerate of others in your neighborhood.

By signing this application, you are agreeing to the time allotted by the Chief of Police for the amplified music to operate and take responsibility to seeing that the information on this form is followed, including notifying surrounding residents in advance of an upcoming event.

Name of Applicant: Craig Redenmeyer Phone: [REDACTED]

Address or e-mail of Applicant: [REDACTED]

Type of Event: Easter Egg Hunt

Location of Event: Talent Commons Park

Date of Event: March 23, 2024 Time of Event: 11:00 Am to 2:00 pm

Number of People Expected: 150 +/- Time of Amplification: From 11:00am to 2:00 pm

(Amplification: No later than 9:00 p.m. Sun - Thurs and 10:00 p.m. Fri & Sat)

<i>FOR OFFICE USE ONLY</i>		
Noise Permit #	City Manager Review:	Talent Police Review:

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

The City of Talent is an Equal Opportunity Provider

INSTRUCTIONS FOR COMPLETION OF APPLICATION FOR NOISE PERMIT

Fill in the details on the form and then either send it or take it to Community Development, 110 E. Main Street. The completed and signed application will act as your permit and will be forwarded to you once the permit has been approved.

It is your responsibility to notify residents in the immediate area that may be affected by the amplified music prior to your event. A form entitled "*Notification to Surrounding Residents of Intention to Hold Event with Amplified Music*" is attached for your convenience and may be used if you wish. Please feel free to duplicate the form for your use. **Although it is not necessary to use the form, it is important for surrounding residents to be aware of the event and to be in possession of a telephone number so they know where to contact you if necessary.**

By notifying surrounding residents in advance of your event, it is the intention of the City of Talent that you will have an opportunity to correct amplification levels if you are contacted directly by a resident. In the event the Police Department has to intervene, the permit will be voided at the event and amplification will not be allowed to continue.

IF YOU HAVE A CURRENT BUSINESS LICENSE FOR A COMMERCIAL FACILITY IN THE CITY OF TALENT, WHICH SETS FORTH THE NATURE OF YOUR BUSINESS TO INCLUDE THE PLAYING OF AMPLIFIED MUSIC, IT IS NOT NECESSARY FOR YOU TO APPLY FOR A NOISE PERMIT.

Please call if you have any questions.
Phone: (541) 535-7401

TMC §8.10.180 - Noises - Unnecessary. *No person shall create, assist in creating, permit, continue or permit the continuance of any loud, disturbing or unnecessary noise. The following acts are declared to be violations of this section, but such enumerations shall not be deemed to be exclusive:*

- 1. The use or operation of any automatic or electric piano, phonograph, radio, loudspeaker or any sound-amplifying device so loudly as to disturb the persons in the vicinity thereof, or in such manner as renders the same a public nuisance; provided, however, that upon application to the city, the city manager or his or her designee may grant permits to responsible persons or organizations to broadcast programs of music, news, speeches or general entertainment or advertisement.*

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

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CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
 Phone: (541) 535-7401 Fax: (541) 535-7423 www.cityoftalent.org

SPECIAL USE PERMIT

OFFICE USE ONLY:

New event: Return event: Route change: Date Received: _____ On time: Late: Previous Fees Paid:

(Submit at least 90 days prior to first advertising date)
 Fill out completely and type or print legibly. Failure to do so could result in permit denial.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION (PERSON / GROUP RESPONSIBLE)			
Sponsoring Organization Name: Rogue World Music			
Organization type: <input type="checkbox"/> For-profit <input checked="" type="checkbox"/> Nonprofit		Tax Exempt Number: [REDACTED]	
Organization Street Address: [REDACTED]		City, State, ZIP Code: Ashland, OR, 97520	
Organization Phone: [REDACTED]		Organization Email: [REDACTED]	
Primary Contact from Sponsoring Organization: Ana Byers			
Contact Phone: (office) [REDACTED] (cell) [REDACTED]		Email: [REDACTED]	
Name of contact person "on site" day of the event: Sophia Blanton (cell – required) [REDACTED]			
Event coordinated through an event promotion company? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Name of Company: N/A			
Contact Name:		Phone:	Email:
EVENT INFORMATION			
Event Type (check all that apply): <input type="checkbox"/> Run - Distance <input type="checkbox"/> Walk <input type="checkbox"/> Bike Race <input type="checkbox"/> Parade <input type="checkbox"/> Fair <input type="checkbox"/> Party <input type="checkbox"/> Filming			
<input type="checkbox"/> Demonstration ("First Amendment" Event) <input checked="" type="checkbox"/> Other (Please specify briefly here) Cultural Storytelling			
Location <input type="checkbox"/> Sidewalk Only <input type="checkbox"/> Street Only <input type="checkbox"/> Street and Sidewalk <input checked="" type="checkbox"/> Street, Sidewalk and Park <input type="checkbox"/> Private Property			
City Location(s) (Be Specific) Talent Library Commons Park			
Event Name		2024 Rogue World Music Festival	
Requested Event Date(s)		05/25/2024	Alternative Event Date(s) N/A
Event Hours		Start: 5:30 pm	End: 7:00 pm
Set-up	Location: Talent Library Commons Park	Date: 05/25/2024	Time: 4:30 pm
Break-down	Location: Talent Library Commons Park	Date: 05/25/2024	Time: 7:30 pm
Are participants (including floats, vehicles and bands) charged an entry fee?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Admission Cost and/or Entry Fee(s): N/A
Is this an annual event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If annual, has the route changed from the previous year? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Medical Aid: <input checked="" type="checkbox"/> 911 Response <input type="checkbox"/> On Standby - Name and phone number of medical aid:			
Estimated Participants: 8-10		Estimated Spectators: 200	Estimated Total: 210
Basis on which attendance estimate is made: last year's total attendance for this event at another location			
Previous year's total attendance – if applicable: 200			

OVERALL EVENT DESCRIPTION

Briefly explain event and event details (attach additional sheets if needed):

Free story-telling and world music community event as part of the 2024 RogueWorld Music Festival. We may or may not have ONE to TWO Food Truck Vendors.

STREET CLOSURE INFORMATION (ADDITIONAL FEE REQUIRED)

(REQUIRED: A legible and detailed map that includes the start point, end point, direction of travel, and street names)

Names of streets to be closed (attach further closures on a separate sheet if needed)

N/A	Between	And
	Between	And
	Between	And
	Between	And
	Between	And

Route description (i.e., held on sidewalk and/or street, changes to route, where and how you wish to travel)

N/A

The City prefers to reopen streets as soon as the tail end of the event has passed the beginning of the event area (if applicable). Are you requesting a complete street closure? Why?

N/A

Time of Street Closure	Start: N/A	End:
------------------------	------------	------

Participant type and number of entries of each type (check all that apply): Participants/Spectators _____ Animals _____
 Vehicles _____ Floats _____ Bands _____ Bikes _____

If you have vehicles, animals, floats, fire-related entries and/or bands, please provide details about these entries:

N/A

Parking restrictions requested:

N/A

Will your proposed route use Highway 99 (between Colver Road and Creel Road)? Yes No (If yes, this is ODOT's jurisdiction. For ODOT permits contact Roger Allemand at 541-774-6360 or roger.b.allemand@odot.state.or.us. (To avoid revocation of permit, copy of permit MUST be received by staff two weeks before event.)

Will your proposed route affect the bus route? Yes No (If Yes, contact RVTD at 541-779-2877)

Will you agree to alter your route if ODOT and the Public Works Department determine the proposed route will require significant city services and/or severely limit transit opportunities in high-volume areas? Yes No

EVENT DETAILS

Does your event involve the sale of alcoholic beverages? Yes No (Oregon Liquor Control: 541-776-6191) http://www.oregon.gov/OLCC/license_information.shtml#How_to_Get_a_Liquor_License. If yes, will this activity occur on (or spill into) city streets? Yes No If yes, please describe:

N/A

Will items or services be sold at your event? Yes No (If food is being served contact Jackson County Health Dept: 541-774-8206 or <http://www.co.jackson.or.us/page.asp?navid=712>) If yes, will this activity occur on (or spill into) city streets? Yes No

Please describe:

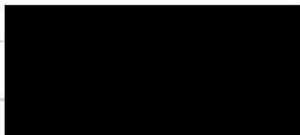
N/A

Will cooking facilities be used? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, contact Jackson County Fire District #5 – 541-535-4222)	
Will you have booths? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How many: 2-3
Will the event have amplified sound? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, fill out separate "Noise Permit Application")	
Is this a fundraising event? If yes, please describe: No	
Do you have a recycling plan for your event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please describe your recycling and clean-up plans for this event: We will pick up any recycling and litter created by attendees of this event and remove it from the premises. We will recycle items that can be recycle through the City of Ashland's recycling program.	
SAFETY/SECURITY/VOLUNTEERS	
Please describe your procedures for crowd control and internal security: We will have voluntters to facilitate the overall safety at this event and will communitate time, date and location details with the City of Talent Police Department	
If fences/barriers will be used, include site plan.	
Are you expecting City Police services at intersections and/or for crowd control? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Conformation of Police services and associated fees are determined by the Talent Police Department's Police Chief. Requests for assistance from the Talent Police Department is at the Chief's discretion.
Do you plan on utilizing volunteers/monitors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Note: in most cases they are required) If yes in what capacity? setup and teardown activities, crowd control, information booths	
Name and phone number of volunteer coordinator: Mia Ferrell [REDACTED]	
PUBLIC NOTIFICATION AND PROMOTIONAL INFORMATION	
PLEASE NOTE: YOU ARE ADVISED NOT TO ANNOUNCE, ADVERTISE OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT. Please describe the marketing and promotional effort planned for the event (advertising, flyers, etc.). Please also include strategies for notifying affected neighborhoods and businesses (14 days prior). Internet via our website, Social Media (Facebook, Instagram), advertisement in local and regional publications (Talent News & Review), over radio and via TV where media chooses to pick up coverage based on press releases. Additionally, we plan to canvas the immidiate surrounding area with a clear announcement of the time and date of the event and whom to contact. We will be doing this 14 days prior to the event and will be logging who we make contact with.	
<input checked="" type="checkbox"/> I have read and agree to the notification requirements at the end of this application and understand that failure to notify the public will result in the revocation of my event permit.	
INSURANCE INFORMATION	
HOLD HARMLESS AGREEMENT: IN CONSIDERATION FOR USE OF CITY OF TALENT PROPERTY, INCLUDING BUT NOT LIMITED TO CLOSURE OF ONE OR MORE PUBLIC STREETS FOR THE ACTIVITY FOR WHICH THIS PERMIT WAS ISSUED, THE SPONSOR(S) OF THIS EVENT HEREBY AGREES TO DEFEND, INDEMNIFY, SAVE AND HOLD THE CITY, ITS AGENTS, OFFICIALS, VOLUNTEERS, AND EMPLOYEES HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS FOR DAMAGES OF ANY KIND, INCLUDING ALL ATTORNEY FEES AND COSTS, ARISING OUT OF OR CONNECTED IN ANY WAY WITH THE ACTIVITY FOR WHICH THIS PERMIT WAS ISSUED.	
Signature of Sponsor or Authorized Representative [REDACTED]	Date 02/20/2023

The sponsor shall maintain public liability and property damage insurance in the amount of not less than \$1,000,000 for personal injury to each person, \$1,500,000 for personal injury for each occurrence, and \$1,000,000 for each occurrence involving property damage; or a single limit policy of not less than \$1,500,000 covering all claims per occurrence. **The City of Talent shall be named as an additional insured on the policy.**

I have read the hold harmless agreement and liability agreement. I agree to maintain public liability and property damage insurance as required by the City Manager.

Signature of Sponsor or Authorized Representative



Date 02/20/2024

PERMIT CONDITIONS

If your permit is approved and issued the following conditions may apply:

1. **Fees** – Fees for events are to be paid at least 30 days prior to the event. Failure to pay fees may result in the revocation of the permit. See attached sheet for permit fees.
2. **Notifications** – Organizer will notify affected neighborhoods and businesses and copies of notifications will be sent to the Community Development Department at P.O. Box 445, Talent, OR, or by fax at 541-535-7423 at least 14 days prior to the event and will include a list of those notified.
3. **Signage** – Parking signage is coordinated through the Police Department and traffic control signage by the Public Works Department. No signs may be posted on utility posts or regulatory sign posts. Event signs such as sandwich boards, pedestal signs, ground signs, etc are not allowed. Some signs are allowed for charitable events - call Community Development at 541-535-7401 for more information regarding signs.
4. **Volunteers** – Organizer will adequately supply volunteers to staff positions along the route. Volunteers will be instructed to assist in staging a safe and orderly event. Volunteers must be easily identifiable through some form of badge, arm band, bib, shirt or cap. Volunteers will remain on post until advised by Talent Police Department that they are no longer required. Proof of adequate number of monitors shall be provided upon request of the Permit Coordinator at least 5 days prior to the event.
5. **Insurance** – Sponsors of events shall provide coverage for not less than \$1,000,000 for personal injury to each person. \$1,000,000 for each occurrence and \$1,000,000 for each occurrence involving property damages; or a single limit policy of not less than \$1,000,000 covering all claims per occurrence. A copy of the insurance certificate must be received by Community Development prior to the event.
6. **Pace** – Organizer will ensure that all participants are aware they must maintain an overall pace of 12 minutes per mile. The Police supervisor may adjust the pace as necessary for the safety of runners. Participants who fall behind will be required to move to the sidewalks upon request by the Talent Police Department.
7. **Route** – Routes for events will not be changed unless specific written approval is given by the Community Development Director. The Police Supervisor may approve changes on the day of the event.
8. **State Highways** – Large events utilizing areas around ramps to state highways will be required to apply for and coordinate closures with the State of Oregon Department of Transportation at 541-774-6360.
9. **Other closures** – Permits are issued with a set starting and ending time. These times will not be changed without permission of the Community Development Director or Police Supervisor on the day of the event. Resumption of normal traffic in these areas will occur at the end time specified on the event permit. Any participant left on the course will be required to move to the sidewalks.
10. **Other permits** – Organizers are responsible for ensuring all applicable permits are in place prior to the event. These include, but are not limited to: park use, other venues and noise permits. Approval jurisdiction is the city limits of Talent. Permits outside city limits are the sole responsibility of the applicant.
11. **Special conditions**

I have read these conditions and agree to fulfill any requirements therein.

By signing this application, sponsor, or sponsor's authorized representative on behalf of sponsor agrees to all terms and conditions and any special conditions listed in the permit.

As the sponsor or authorized representative, I certify that the information provided is true to the best of my knowledge and agree to pay the permit fee for this event as determined by the City Council based upon the information provided in this application.

Name of Sponsor or Authorized Representative (Printed)

Ana Byers, Executive Director, Rogue World Music

Signature of Sponsor or Authorized Representative



Date 02/20/2024

FOR OFFICE USE ONLY	Associated File Number:	Public Works Review:	Community Development Review:
Date Approved:	City Manager Approval:	Talent Police Review:	

ADDITIONAL PERMITS

IF ANY OF THESE CONDITIONS EXIST YOU MAY NEED AN ADDITIONAL PERMIT FROM THE CITY OR ANOTHER AGENCY.

PERTINENT QUESTIONS	WHO TO CONTACT	PHONE
Will a park be used for the formation or ending area or anywhere along the route? If yes:	<u>City Park:</u> City Hall	541-535-1566
Will a public address system or amplified music be used? If yes:	Community Development	541-535-7401
Will food be served at the event? If yes:	Jackson County Health Division	541-774-8206
Will alcoholic beverages be sold? If yes:	Oregon Liquor Control Commission	541-776-6191
Will your procession interfere with a bus route or schedule? If yes:	RVTD, Field Operations Coordinator	541-779-2877
Will your event include a street closure that does not include a procession or athletic activity? If yes:	Community Development	541-535-7401
Will your event include a neighborhood street fair or community event with broad participation? If yes:	Community Development	541-535-7401
Will your event include tents, canopies, booths, food? Are you an outdoor fair? If yes:	Jackson County Fire District #5	541-535-4222
Will your event include open fires or cooking equipment of any kind? If yes:	Jackson County Fire District #5	541-535-4222

PUBLICITY AND PUBLIC NOTIFICATION OF SPECIAL EVENTS

Sponsors are advised not to publicize proposed street and sidewalk uses until after receipt of the permit from the Public Works Department to avoid publication of misinformation. Sponsors who disregard this precaution shall not receive special consideration in determining approval for the proposed street and sidewalk uses because of advance preparation or the expenditure of money.

A precondition for receipt of a special event permit is public notification and signage.

Sponsors of large athletic, large parades, extra large uses, uses with a closed course and possibly exceptions shall notify residential complexes, neighborhood groups, businesses and churches which will be affected by the street and sidewalk use (signature form enclosed). **The notification shall be made not less than fourteen (14) days before the street and sidewalk use date.** The notification shall be in writing and shall include the name and telephone number of the appropriate City official to contact in case of questions or concerns. A notification form is at the end of this document. A copy of the actual form of notification shall be sent to the Community Development not less than fourteen (14) days before the street and sidewalk use date with a list of those notified.



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
Phone: (541) 535-7401 Fax: (541) 535-7423 [web address: www.cityoftalent.org](http://www.cityoftalent.org)

NOTIFICATION CERTIFICATION

To be submitted to Community Development by Event Organizer at least 14 days prior to the event.

List name of the business or organization hosting the event: Rogue World Music
Name and phone number of the contact person for the event: Ana Byers, 541-517-3925
Name of the event: 2024 Rogue World Music Festival

I certify that the entities listed below have been notified about my upcoming special event.

Signature of Sponsor or Authorized Representative	[Redacted Signature]	Date	05/11/2024
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Name/Business	Address	Phone	Email

Please submit this form to: City of Talent Community Development Department



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**NOTIFICATION OF UPCOMING SPECIAL EVENT
STREET CLOSURE**

List name of the business or organization hosting the event: _____

List the name of the beneficiary (non-profit organization) of the event: _____

Approximate number of participants and spectators: _____

Name and phone number of the contact person for the event: _____

Name of the event: _____

The above listed are proposing a street closure for a community event.

The closure of _____ between _____ and _____ for a
community event will be held on _____ from _____ until _____.
street street street date time time

By signing below, we, the abutting residents and/or business representatives affected by the proposed closure, acknowledge notification of the above listed street closure.

Printed Name/Business	Signature	Address	Phone

Please submit this form to: City of Talent Community Development Department



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/23/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AMBA In CA dba Assn Member Benefits & Insurance Agency P.O. Box 14521 Des Moines, IA 50306	CONTACT NAME: PHONE (A/C, No, Ext): 800-503-9227 EMAIL ADDRESS: pisdsteam.service@amba.info	FAX (A/C, No): 515-365-3005
	INSURER(S) AFFORDING COVERAGE	
INSURED National Folk Organization of the United States of America Rogue World Music c/o Ana Byers, Executive Director 2305-C Ashland St #421 Ashland, OR 97520	INSURER A: New Hampshire Insurance Co.	NAIC # 23841
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	01-LX-012121471-7	11/09/2023	11/09/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Effective 05/25/2024 include City of Talent as additional insured: Certificate Holder (CG2012) but only with respects to the named insured's negligence with regards to the 2024 Rogue World Music Festival event to be held at Talent Library Commons Park 101 Home Street Talent, OR 97540 on 05/25/2024.

CERTIFICATE HOLDER City of Talent 110 East Main Street Talent, OR 97540	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Stephen Miller</i>



CITY OF TALENT • COMMUNITY DEVELOPMENT

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NOISE PERMIT

Pursuant to Ordinance # 942, Section 16, upon application to the Community Development Department, the City may grant permits to responsible persons or organizations for the broadcast or amplification of programs of music, news, speeches, or general entertainment or advertisement. **The broadcast or amplification shall not be audible for a distance of more than one thousand (1000) feet from the instrument, speaker, or amplifier.**

In addition, the applicant must contact residents in the immediate area that may be affected by the noise and advise them in advance of any amplification (a NOTIFICATION TO SURROUNDING RESIDENTS OF INTENTION TO HOLD EVENT WITH AMPLIFIED MUSIC – form is attached for your convenience). If the amplification is too loud, the applicant should be contacted directly by the affected person. In the event the Police Department has to intervene, **the permit will be voided** at the time of the event and amplification shall not be allowed to continue. Please be considerate of others in your neighborhood.

By signing this application, you are agreeing to the time allotted by the Chief of Police for the amplified music to operate and take responsibility to seeing that the information on this form is followed, including notifying surrounding residents in advance of an upcoming event.

Name of Applicant: Rogue World Music Executive Director, Ana Byers Phone: [REDACTED]

Address or e-mail of Applicant: [REDACTED]

Type of Event: a free storytelling and world music community event, part of 2024 Rogue World Music Festival.

Location of Event: Talent Library Commons Park

Date of Event: 05/25/2024 Time of Event: 5:00pm – 7:00pm

Number of People Expected: 200 Time of Amplification: From 5:00pm to 7:00pm

(Amplification: No later than 9:00 p.m. Sun - Thurs and 10:00 p.m. Fri & Sat)

FOR OFFICE USE ONLY		
Noise Permit #	City Manager Review:	Talent Police Review:

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

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INSTRUCTIONS FOR COMPLETION OF APPLICATION FOR NOISE PERMIT

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- I. The use or operation of any automatic or electric piano, phonograph, radio, loudspeaker or any sound-amplifying device so loudly as to disturb the persons in the vicinity thereof, or in such manner as renders the same a public nuisance; provided, however, that upon application to the city, the city manager or his or her designee may grant permits to responsible persons or organizations to broadcast programs of music, news, speeches or general entertainment or advertisement.*

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**NOTIFICATION TO SURROUNDING RESIDENTS
OF INTENTION TO HOLD EVENT WITH AMPLIFIED MUSIC**

I, Ana Byers and Rogue World Music, of [REDACTED] Ashland OR 97520
(Name) (Address)

intend to hold an event on Saturday, May 25, 2024, between the hours of
5:00pm and 7:00pm. I have made an application to the City of Talent for a **Noise Permit** and as a
requirement of the permit, residents in the immediate area that may be affected by the noise are advised
in advance there will be amplified music on the dates and times set forth above.

If the amplification is too loud, it is requested you contact me directly at [REDACTED]
(Tel # at location of event)
so we may correct the situation should the need arise.

Thank you for your cooperation.

Signature: [REDACTED] Date: 05/11/2024

**NOTIFICATION TO SURROUNDING RESIDENTS
OF INTENTION TO HOLD EVENT WITH AMPLIFIED MUSIC**

I, Ana Byers and Rogue World Music, of [REDACTED] Ashland OR 97520
(Name) (Address)

intend to hold an event on Saturday, May 25, 2024, between the hours of
5:00pm and 7:00pm. I have made an application to the City of Talent for a **Noise Permit** and as a
requirement of the permit, residents in the immediate area that may be affected by the noise are advised
in advance there will be amplified music on the dates and times set forth above.

If the amplification is too loud, it is requested you contact me directly at [REDACTED]
(Tel # at location of event)
so we may correct the situation should the need arise.

Thank you for your cooperation.

Signature: [REDACTED] Date: 05/11/2024



City Council Agenda Report

Meeting Date: March 6, 2024
Department: Administration
Staff Recommendation: Approval

Staff Contact: Gary Milliman
E-Mail: gmilliman@cityoftalent.org
Estimated Time: 5 mins.

ISSUE BEFORE THE COUNCIL

Rescheduling of applicant interviews for vacant council seat 6

BACKGROUND

Mayor Ayers-Flood has advised the City Manager and City Council that she will be out of town on March 20, 2024 and thus unable to attend the City Council meeting where interviews for council seat 6 were to take place. Due to the importance of being present during the selection process, Mayor Ayers-Flood is requesting that the City Council change the date for interviews and selection of a new Councilor to the next council meeting scheduled for April 3, 2024.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

Motion to reschedule City Council candidate interviews for seat 6 to the next council meeting on April 3rd, 2024.

ATTACHMENTS

None



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Gary Milliman
Department:	Administration	E-Mail:	gmilliman@cityoftalent.org
Staff Recommendation:	Approval	Estimated Time:	5 mins.

ISSUE BEFORE THE COUNCIL

Selection of Questions for City Council Candidates Interviews

BACKGROUND

The City Council will discuss the selection of interview questions for City Council candidates. Questions from previous candidate interviews included the following:

1. Why do you want to serve on the Talent City Council?
2. What do you consider our City's greatest challenges in recovering from the 2020 wildfire?
3. Given the financial challenges facing the City, what do you think the city's top priorities should be in the next few years?
4. If you could change one thing in our zoning code, what would it be and why?
5. How do you plan to involve residents in the City's decision-making process?
6. Do you think our downtown is healthy and successful? If not, what would you do to change that?
7. What's more important for our City right now, building new homes and commercial space or rehabbing/expanding/ better utilizing our existing homes and storefronts?
8. How do you feel about the transportation options currently available in our City? Do we have enough options? If not, what will you do to increase them?
9. Some people in our community say we have traffic problems. What do you think? How would you mitigate those concerns or change the situation?
10. If someone came to you with a proposal to build a new piece of public infrastructure in our city (road, bridge, etc.) how would you evaluate whether that project was worth implementing?
11. What three steps would you take to put our city on a firmer financial footing?
12. If you received a \$1.0 million grant to use for the city any way you wanted, what would you do with it and why?
13. What neighborhood do you live in? Why? Where are your favorite places to spend time in our town?

Some other possible questions:

- A. Briefly describe the respective roles of the City Council and the City Manager in the Council/Manager form of government.
- B. What goals would you like to achieve during your service as City Councilor?
- C. Briefly describe your understanding of The Gateway project. What would you like to see developed on this site?
- D. Describe how you have been active in the community. Have you served as a member of a City Commission or Committee?
- E. What can the City Council do to make community involvement more inclusive?

- F. Have you reviewed the City budget? What did you learn from that review?
- G. Describe your concept of the City's financial condition.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

None

ATTACHMENTS

None



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Kristen Maze
Department:	Comm. Dev.	E-Mail:	kmaze@cityoftalent.org
Staff Recommendation:	Approval	Estimated Time:	15 mins.

ISSUE BEFORE THE COUNCIL

Request from HOA representatives for a comprehensive plan amendment and rezone for Oak Valley and Autumn Ridge Subdivisions.

BACKGROUND

In 2019, the City of Talent City Council adopted zoning code text amendment that amended Title 8 chapter 3, Division C, Article 4 Multi-Family – High Density Uses, now known as Chapter 18.40 Residential High Density (HDR), Section 18.40.020 - Buildings and uses permit subject to Type I permit review. This amendment removed the allowance of *Detached single-family dwellings on individual lots* and added *Alteration or expansion of existing single-family dwellings*.

Following the Alameda Fire, the mayor declared the City of Talent a State of Emergency, due to approximately one-third of the city having been demolished. The fire left a burn scar in much of the high density residential zone district. Although the zoning code prohibited building single-family residences in that area, property owners were allowed to rebuild their homes to the extent they were legally allowed before the fire. The recent updated Executive Order issued by the City Manager, on March 1, 2023, has extended this “like for like” rebuild until the Order expires.

Much of the rebuilding of single family homes is occurring in areas that have been subject to high density residential zoning for years. Those that have not rebuilt could possibly lose their ability to rebuild a single family home once the Order expires because of the current HDR zoning criteria. Many homeowners in Talent neighborhoods that were once all single family residential would like to remain single family residential areas and not have duplexes and apartments throughout their neighborhood. Most have been rebuilt with single-family dwellings.

On February 21, 2024, the City Council heard from two HOA representatives from Oak Valley and Autumn Ridge Subdivision asking the council for the city to rezone and amend the comprehensive plan for these areas. They are requesting a comprehensive plan amendment and a rezone from high density residential to medium density residential. These two subdivisions are mostly already-rebuilt with single family dwellings -- which are now considered non-conforming based on the high density residential code, Title 18.40. These homes were rebuilt under the Emergency Order currently in place.

If homes in these two subdivisions were to be destroyed again, their owners would have a maximum of three years to replace them, due to their current non-conforming status.

If these two subdivisions were to be rezoned to medium density residential as requested, single family dwellings would become conforming within their zone. Such a rezone would allow residents that have rebuilt in these subdivisions to be assured of ongoing single family status and provide security in their investment. The current nonconforming status makes it difficult to get property-based lending for rebuilds in the event of a future destructive disaster and therefore tends to depress current property

values.

City initiation of a rezoning, as requested, probably would save these homeowners the expense of hiring an attorney to develop and advocate for the zone change, but would require more time from City staff – at the expense of other Planning priorities. On the other hand, an application for a rezone and comprehensive plan amendment submitted by an applicant would put the matter on a statutory schedule that would force a conclusion sooner, again at the expense of other Planning priorities. If the city were to accommodate the two subdivisions' request to initiate such a zone change, it could take longer time than the September 2025 state emergency order deadline: since at this time it is not a priority to rezone these subdivisions due to the list of numerous projects before the Community Development Department. Finally, a City initiation of the zone change could encourage other HOA's currently in high density zones and hoping to preclude high density development to seek similar support from the City.

RELATED PROJECTS

Related text amendment for non-conforming uses, lots and structures, Title 18.195, approved by City Council, September 2023.

8.4, 8.5



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Kristen Maze
Department:	Comm Dev.	E-Mail:	kmaze@cityoftalent.org
Staff Recommendation:	Approval	Estimated Time:	20 mins.

ISSUE BEFORE THE COUNCIL

1. Request report from the Community Development Department on the historical use of the Phoenix-Talent School District property proposed for annexation.
2. Request joint study session with the Phoenix-Talent School Board on proposed annexation.

BACKGROUND

Ordinance 2023-976-O was approved on March 15, 2023, by the City Council to amend the City of Talent Comprehensive Plan Map and add 47.3 acres for public facilities and open space including approximately 4.3 acres of public right-of way and text amendment to update the UGBMA.

The District requested the UGB amendment and is in the process of requesting an annexation to the city limits to better accommodate the existing uses on the subject property and meet the longer term needs of the District, consistent with the Large School District Facility Master Plan adopted by the District. Much of the property has already been partially developed by the District with school facilities. In the short term, the District has a need for new outdoor sports-field facilities. In the longer term, the District is seeking to find an improved location for the Outdoor Discovery Program. Community members have identified new recreational needs and have identified the subject property as an appropriate site. In addition, the proposed UGB amendment would provide lands for a relocated Phoenix-Talent Little League and Boy and Girls Club.

RELATED PROJECTS

- Urban Growth Amendment approved by City Council in March 2023



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Gary Milliman
Department:	Administration	E-Mail:	gmilliman@cityoftalent.org
Staff Recommendation:	Approval	Estimated Time:	15 mins.

ISSUE BEFORE THE COUNCIL

Resolution Authorizing Old Town Skate Park Grant Application

BACKGROUND

The City has retained consulting services to assist in the preparation of a grant application for submittal to the Oregon Department of Parks and Recreation Local Government Program for rehabilitation of the Skatepark at Old Town Park. A Resolution authorizing submission of the application is required. The application is still under development, but the projects can be described as follows:

Elements of the skate park project include a four-inch reinforced concrete overlay of the existing concrete skate park, all surface painting as well as the replacement of rails and coping where required. The skate park project will also include perimeter fence repairs and new skate park signage. To make the project more competitive, other elements of the project may include the expansion of the concrete area outside the skate park for the addition of eight new custom concrete picnic tables with shade structures that include removable fabric for seasonal use.

The consultant is also considering possible inclusion of a small concrete stage, slightly elevated off the ground (12"-18") with a ramp. This could act as a "street skate area" as well as add a venue for "community events" described in the Parks Master Plan as a deficiency at Old Town Park. It would be near the proposed picnic area and could be used for live musical performances or even birthday parties. In the Master Plan, challenges for this park include "aging infrastructure" which is the skate park and "limited capacity for community events". The competitiveness of the proposal would be enhanced if additional unmet general recreation needs could be incorporated into the project. We will need to take this proposed new element to the Parks and Recreation Commission for review. It may be too late to incorporate these items into the plan as the application is due April 1st, 2024.

If approved, grant funding would be used to pay for 60 percent of the cost of the project; the City would be responsible for the remaining 40 percent.

POTENTIAL MOTIONS

Motion to adopt Resolution 2024-088-R authorizing submission of an application for the Old Town Skatepark project to the Oregon Department of Parks and Recreation.

ATTACHMENTS

- Resolution 2024-088-R, Authorizing Submission of a Local Government Grant Application to the Oregon Parks and Recreation Department for the Talent Skateboard Park Rehabilitation Project.

RESOLUTION NO. 2024-088-R

A RESOLUTION OF THE CITY OF TALENT AUTHORIZING SUBMISSION OF A LOCAL GOVERNMENT GRANT APPLICATION TO THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE TALENT SKATEBOARD PARK REHABILITATION PROJECT

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Talent desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation improvements and enhancements to public park areas; and

WHEREAS, the City Council has identified the rehabilitation of the Skateboard Park at Old Town Park as its highest priority park improvement project in the Parks Master Plan and;

WHEREAS, grant funding for the Old Town Park Skateboard Park will be used to resurface the existing skateboard park and install related user amenities in said park and

WHEREAS, the City of Talent will provide adequate funding for on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

WHEREAS, the City of Talent hereby certifies that the matching share for this application is readily available at this time;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Talent, Oregon, does hereby authorize the submission of a Local Government Grant Program application to the Oregon Parks and Recreation Department for the Old Town Park Skateboard Park, as described herein and in the application for funding.

Duly enacted by the City Council in open session on the 6th of March 2024, by the following vote:

AYES: NAYES: ABSTAIN: ABSENT:

Attest:

Hector Flores, City Recorder Pro Tem



City Council Agenda Report

Meeting Date:	March 6, 2024	Staff Contact:	Gary Milliman
Department:	TUFC/Admin	E-Mail:	gmilliman@cityoftalent.org
Staff Recommendation:	Approval	Estimated Time:	15 mins.

ISSUE BEFORE THE COUNCIL

Recommendation from Urban Forestry Committee for Sidewalks and Trees at Ray's Market

BACKGROUND

Ray's Market was contacted by the Community Development Department concerning the condition of sidewalks on Market Street and E. Wagner Street near the tree wells. The sidewalk has been lifted-up and broken by the street tree roots, creating an obstruction to ADA use and a public safety hazard. The City's Municipal Code provides that keeping sidewalks in good condition is the responsibility of the adjoining property owner. Ray's Market is the lessee of the property where the market is located, and the property owner's responsibility is reportedly transferred to Ray's in the lease.

The sidewalk at the tree well locations have been replaced and repaired several times, and damage continues. Ray's would like to remove the street trees as a way of mitigating this ongoing expense, and it is proposed that new trees be planted in the landscape area on private property behind the sidewalk. The City has approved tree vouchers for use in acquiring the new trees.

Please note that the City notified Ray's to repair the sidewalks. The City did not notify Ray's to remove the trees. However, removal and replacement of the trees as proposed was considered by staff to be a reasonable long-term approach to dealing with the public safety and ADA concerns.

Ray's management advised the City that Mike Oxendine developed a plan that would avoid removal of the trees. Under this concept plan, the damaged area of the sidewalk would be removed, and the sidewalk would be relocated into the existing landscape area. The proposed plan is attached. Note that the proposed plan does not address issues of potential conflicts with existing driveways, ADA compliance, grade changes, cost, the potential need for easements to move a portion of the public sidewalk onto private property, and contains no dimensional plans.

Community Development Director Kristen Maze and Public Works Superintendent Robert Slayton met with a Ray's management representative on the site to discuss the concept plan and made Ray's management aware of City concerns as noted above. Following that meeting, Ray's management advised the City they planned to proceed with their original plan; to remove current trees, remove and replace damaged sidewalk panels, and plant new trees in the Ray's landscaped area.

The City Manager was later contacted by Oxendine who requested that the City staff reconsider the matter. The City Manager visited the location with Slayton, and also visited the site with a civil engineer who is experienced in dealing with similar situations. Both visits confirmed earlier concerns about relocation of the sidewalk and raised a number of unanswered questions, such as the exact location of the public right-of-way, repair work encroaching into concrete panels that are a part of the currently non-ADA compliant driveways and ADA ramps...which could trigger the requirement of replacing the entire driveway and/or ramp; cracks in the street curb indicating potential future damage to the curb/drainage culver and street; the need for a curb or retaining wall behind the new sidewalk to

retrain the existing landscape strip elevation and mitigate sluffing of ground cover; the need for a licensed surveyor to determine the location of the right-of-way and prepare easement documents; and the need for buildable construction plans for review by the City engineer.

This matter was discussed at the Talent Urban Forestry Committee meeting of February 28. An additional issue was raised by Oxendine concerning an interpretation of Municipal Code provisions requiring sidewalk repairs by adjacent property owners in the downtown business district and along collector and arterial streets, and the definition of “tree maintenance.” The Committee adopted the following motion (*clarifying notes added by staff*) at which time the Committee voted to “Recommend to the City Council that the City explore all options for maintaining the street trees on Market and Wagner Streets while resolving the sidewalk safety hazards at those locations adjacent to Ray’s Market including the plan developed by Our Community Forestry (Oxendine’s non-profit organization) and review the current City code as to defining the responsible party (for sidewalk repair and tree maintenance)”.

It was noted at the Committee meeting that the current trees at this location are “Bradley Pear”, which are not currently recommended for planting as street trees.

Ray’s management is preparing to move forward with the project as approved by staff. The City has placed barricades and warning signs along the sidewalk concerning rough sidewalk conditions until the work proceeds.

Staff has obtained the following preliminary estimate from a consulting engineer for preliminary design and survey services reviewing the Our Community Forestry Plan.

- Survey \$5,000-\$6,000
- CAD 4 sheets \$8,000
- Cost estimate, preliminary design \$1,500

RELATED COUNCIL POLICIES

City Code – Public Trees

City Code – Sidewalks

POTENTIAL MOTIONS

If the City Council wishes to proceed with this matter:

1. Motion to direct staff to develop a budget estimate for professional services to review the sidewalk replacement and tree retention proposal for Ray’s Market as proposed by Our Community Forestry.
2. Motion to direct staff to prepare a report concerning City Code regulations relating to sidewalk maintenance and repair and public tree maintenance to address questions raised by the Urban Forestry Committee.

ATTACHMENTS

- Our Community Forestry – Ray’s Food Place Tree Preservation Project
- City Code – Public Trees
- City Code – Sidewalks



Rays Food Place Tree Preservation Project

Introduction:

Ray's Food Place, located in Talent, Oregon, has been advised by the City of Talent to address concerns regarding the raised sidewalks adjacent to their parking lot. The initial solution was to remove the eight *Pyrus calleryana* (Callery pear) trees in the sidewalk and re-pour the sidewalk in concrete. However, OUR Community Forestry (OURCF) is honored to present this alternative plan that emphasizes tree preservation and landscape enhancements. It extends beyond the eight pear trees to improve the conditions for four *Zelkova* trees in the parking lot, which currently face challenges due to small planting areas, compacted soil, and lack of irrigation. In addition, this plan recommends ways to improve the soil and reduce long-term maintenance by adding native shrubs to fill in the landscape.

The main objective of this plan is to preserve six of the eight pear trees and enhance the landscape while ensuring compliance with the City's requirements. Secondary objectives include improving the growing conditions of all trees and shrubs on this site in order to create a more healthy and resilient landscape ecosystem.

Reasons for Tree Preservation:

1. **Aesthetic Appeal:** Mature trees enhance the visual appeal of the grocery store's exterior, creating a welcoming environment that attracts more customers and leaves a positive impression.
2. **Customer Comfort:** Trees provide shade, reducing the heat island effect and making outdoor parking and shopping areas more comfortable during hot weather, encouraging customers to spend more time shopping.
3. **Energy Savings:** Strategically placed large trees provide natural shade, reducing the need for air conditioning and cooling costs, ultimately leading to energy savings.
4. **Branding and Image:** A well-maintained landscape with large, healthy trees enhances the store's image and demonstrates a commitment to environmental sustainability, appealing to environmentally conscious customers.
5. **Community Engagement:** Investing in the preservation and maintenance of mature trees creates a more visually pleasing landscape, which can foster a sense of





community engagement and goodwill. It can lead to positive word-of-mouth, customer loyalty, and community support.

6. **Environmental Benefits:** Large trees help improve air quality, sequester carbon dioxide, and provide habitat for wildlife, aligning with corporate sustainability goals and promoting these benefits to customers.
7. **Reduced Maintenance Costs:** While initial investments in landscaping and preserving large trees may be higher, they lead to reduced long-term maintenance costs by providing natural pest control, reduced water use, reducing erosion, and improving soil quality.
8. **Return on Investment (ROI):** Though the ROI may not always be immediate, the long-term benefits of a well-landscaped and tree-filled environment can justify the initial costs. Increased sales, energy savings, and enhanced brand reputation can contribute to a positive ROI over time.

Site Narrative:

The Rays Food Place site was planted between 2000 and 2002 as noted in historical imaging. There were eight *Pyrus calleryana* street trees planted, three along S. Market Street and five along E. Wagner Street. In addition, there were four *Zelkova serrata* planted in the parking lot. There appears to be an old drip irrigation system for the street trees and no obvious irrigation for the parking lot trees. The working condition of the irrigation system is unknown. This site has full southern sun exposure and is surrounded by asphalt.

The current planting space for the existing eight mature *Pyrus calleryana* is 2 ft. by 2 ft., and the sidewalk adjacent to each tree has heaved as a result of poor soil, compaction, heavily restricted soil volume for tree growth, and poor sidewalk construction. The four *Zelkova serrata* in the parking lot are growing in a very limited soil volume of 4 ft. by 4 ft. On a visual assessment of these trees, they all have some vehicular damage, dead branches in the canopy, stunted and disfigured growth, and historically appear to have grown very slowly and are exceptionally small for their age.

The Southern Oregon region has been experiencing a series of recurring droughts, extreme summer temperatures, and the general effects of a rapidly changing climate. This site will require a functional irrigation system to preserve and establish trees. Utilizing climate-adapted locally grown, drought-tolerant, and resilient tree species is critical to this location when re-planting.





The existing *Pyrus calleryana*, also known as the Callery pear or Bradford pear, offers various benefits, including capturing carbon and particulate matter, reducing heat, cooling costs, and improving stormwater management. Cedar waxwings feed on the fruits, adding a unique ecological interaction. Moreover, the tree's early bloom provides nectar for honeybees and other pollinators.

The existing *Zelkova serrata*, also known as Japanese zelkova, can grow up to 90 feet tall and have vivid orange fall color and unique patchy bark. Once mature, they support a range of wildlife species, including birds like warblers and woodpeckers that use them for nesting and foraging, various insects, such as pollinators like bees and butterflies, small mammals like squirrels and raccoons, which use them for shelter in their branches and food. Zelkova are of similar size and shape to the American elm but are resistant to Dutch elm disease.

Recommended Tree Work:

All of the trees on this site are in need of pruning, nutrients, soil improvement, and an irrigation plan in order to improve their health, vigor, and survivability.

The following plan will increase soil volume, de-compact soil, and add drip irrigation to the existing *Zelkova* trees in the parking lot which is essential for preserving these trees and enhancing the landscape.

Benefits of proposed tree work include:

- **Enhanced Tree Health and Longevity:** Larger root zones and improved access to nutrients and water.
- **Improved Tree Growth:** Better root development and overall tree growth.
- **Better Soil Quality:** Enhanced soil quality benefits current and future trees.
- **Enhanced Ecosystem Services:** Improved air quality, reduced runoff, and additional carbon sequestration.
- **Community Engagement:** Positive community perception and engagement.
- **ROI:** Justification of initial costs through increased sales, energy savings, and brand reputation.





Pruning:

All trees proposed for conservation need structural pruning by a qualified and certified arborist.

- End weight reduction pruning, conservative crown thinning, and sidewalk and street clearance pruning.
 - Talent Municipal Code 18.135.060 (Section A Paragraph 3b) Branches over the street shall be pruned to a height of 13 feet, six inches and eight feet above a sidewalk.
- All pruning should conform to ANSI A300 Tree Care Standards.
- All retained trees should be foliar-fed with kelp post project completion and during active growing season.

Soil Improvement:

Soil improvement and irrigation are also necessary to improve tree health.

- Once the tree growth areas are expanded by removal of concrete and asphalt, the newly exposed growing area should be air-spaded to reduce compaction:
- The entire newly established growing space should be amended with a blend of compost, fertilizer, biochar and mycorrhizae.
- Concrete vehicle bump stops should be installed around the planting area to protect the Zelkova trees in the parking lot islands from further vehicular damage.

Irrigation:

For the trees growing along the sidewalk, once the concrete slabs are removed, install a 1 ½ inch schedule (Sch.) 40 PVC sleeve below grade connecting the large planting bed on Rays Food Place property with the newly enlarged tree planting areas so that irrigation can be established after the concrete has been repoured.

- A drip irrigation system should be installed at the outer edge of the newly created planting space that has ½ gph drip emitters spaced every 6 inches.
- Irrigation should be scheduled to run 3 days per week for 1 hour for the months of June, July, August, and September.





- Irrigation schedule for the months of May and October (the shoulder growing season) should water 1 hour per week.

For the Zelkova trees in the parking lot, there are three options to establish irrigation.

- **Option one:** Saw cut the asphalt and trench from the parking lot islands to the outside planters where the irrigation system is located. Install a 1 ½ Sch. 40 PVC sleeve and run ½ inch drip tube through it to all of the parking lot planting beds. Fill and compact the trench and patch the asphalt.
- **Option two:** Utilize trenchless technology like a pipe ram, pneumatic mole, or horizontal boring to run an irrigation sleeve to each parking lot island.
- **Option three:** Hand water the tree planter with a garden hose three days per week during the growing season.

Landscape Improvements:

Removal of weed fabric:

There is a large amount of weed fabric exposed on this site. Weed barrier fabric may offer temporary weed control benefits, but its use can lead to a range of detrimental effects on soil health, plant growth, water drainage, and overall landscape aesthetics. Landscaping practices that focus on soil health, proper mulching, and targeted weed management techniques provide a more sustainable and effective alternative in the long run. It is strongly recommended that all weed fabric be pulled up and removed. Once all site improvements are complete a thick layer of bark mulch should be applied to suppress weed germination and growth. Bark mulch helps build health soils, suppress weeds, and is aesthetically pleasing.

Common Issues with Weed Fabric:

1. **Soil Compaction:** Weed barrier fabric can prevent water and air from reaching the soil beneath, leading to soil compaction over time. Compacted soil restricts root growth and can hinder the overall health and vigor of plants.
2. **Root Restriction:** As plants grow, their roots may become entangled in the weed barrier fabric, leading to root girdling and restricted root expansion. This can stunt plant growth and result in poor establishment or even death of plants.
3. **Nutrient Deprivation:** Weed barrier fabric can impede the natural decomposition of organic matter, such as mulch or leaf litter, which provides essential nutrients to the





soil. Over time, the accumulation of organic matter on top of the fabric can become anaerobic, leading to nutrient depletion and poor soil health.

4. **Water Drainage Issues:** Weed barrier fabric can hinder water penetration into the soil, leading to poor drainage and potential waterlogging. This can create an environment conducive to root rot and other moisture-related problems for plants.
5. **Weed Persistence:** Contrary to its intended purpose, weed barrier fabric may not effectively prevent weed growth over the long term. Weeds can still germinate and grow on top of the fabric, especially if organic debris accumulates and provides a suitable substrate for weed seeds to germinate.
6. **Deterioration and Maintenance:** Weed barrier fabric can degrade over time due to exposure to sunlight, temperature fluctuations, and mechanical damage. As it breaks down, it may become less effective at suppressing weeds and may require periodic replacement or maintenance.
7. **Aesthetic Concerns:** Weed barrier fabric can detract from the visual appeal of landscaped areas, especially if it becomes exposed due to erosion, shifting mulch, or weathering.
8. **Long-Term Cost:** While weed barrier fabric may seem like a cost-effective solution in the short term, the potential long-term costs associated with maintenance, replacement, and remediation of soil issues can outweigh the initial savings.

Tree and Shrub Planting:

Successional planting in urban forestry is essential to maintaining a thriving and sustainable tree canopy. It considers the natural life cycle of plants and addresses the unique challenges of urban environments. All of the trees on the Rays Food Place property were planted the same year. There is very limited biodiversity on this site. The trees proposed for planting are new species to the site and will improve the biodiversity and age diversity.

Key benefits include:

- **Tree Health and Longevity:** Ensures well-maintained trees that are less susceptible to stressors.
- **Species Diversity:** Intentional selection of a variety of tree species enhances resilience.
- **Climate Adaptation:** Gradual replacement with climate-adapted species.





- **Infrastructure Compatibility:** Selection of tree species compatible with existing infrastructure.
- **Aesthetic and Recreational Values:** Maintains aesthetics and recreational opportunities.
- **Environmental Benefits:** Continues to improve air quality, reduce heat island effects, and sequester carbon.
- **Financial Efficiency:** Reduces long-term maintenance costs.
- **Community Engagement:** Involves the community and fosters stewardship.

Proposed Tree Species:

There are 8 trees proposed to be planted as part of this landscape improvement plan.

- Four (4) of the trees proposed are *Quercus rubra* also known as Eastern Red Oak.
- The remaining four (4) are *Quercus kelloggii* also known as California Black Oak.

These species were selected because of the following attributes:

- **Deep Rooting Profile:** These oak species have deep taproots and relatively non-invasive lateral roots, reducing the likelihood of sidewalk lifting and infrastructure damage compared to shallow-rooted species such as maples.
- **Strong Structure:** Oaks typically have strong, sturdy branches and trunks, making them less prone to storm damage and branch breakage, which can pose risks to pedestrians and parked vehicles.
- **Fall Color:** Oaks are known for their spectacular autumn foliage, which can range from vibrant reds and oranges to rich browns and yellows, adding visual interest to urban landscapes.
- **Wildlife Habitat:** Oak trees support a diverse array of wildlife, including birds, mammals, and insects. They provide food and shelter for pollinators such as bees and butterflies, contributing to local biodiversity.
- **Shade:** The broad canopy of oak trees offers ample shade, helping to mitigate the urban heat island effect and providing relief for pedestrians and parked cars on hot summer days.
- **Longevity:** Oaks are long-lived trees, with some species capable of surviving for centuries. Planting oaks near sidewalks and parking lots ensures the longevity of the urban forest and provides lasting benefits for future generations.
- **Drought Tolerance:** Many oak species are well-adapted to withstand periods of drought once established, making them resilient in urban environments where water availability may be limited.





- **Carbon Sequestration:** Oaks are effective carbon sinks, sequestering carbon dioxide from the atmosphere and helping mitigate climate change. Their large size and longevity make them valuable assets in urban carbon reduction strategies.
- **Cultural Significance:** Oaks hold cultural and historical significance in many societies and are often revered as symbols of strength, wisdom, and resilience. Planting oak trees near sidewalks and parking lots can foster a sense of connection to nature and community pride.

Shrubs:

The landscape planters on this site currently lack a sufficient number of native shrubs. To improve aesthetics, ecological functionality, and reduce maintenance, it is advisable to introduce native flowering shrubs to occupy the open spaces. While the attached site plan cannot display all sixty (60) recommended shrubs due to scale limitations, this narrative aims to clarify the proposed layout.

- Planting clusters of both 2 & 3 shrubs of each variety at 7 ft. triangulated spacing throughout open planting areas is recommended. This planting density will effectively suppress weeds, greatly enhance aesthetics, and enhance ecological function and site biodiversity.

Species list for shrub planting:

1. (5) *Arctostaphylos* - Manzanita
2. (5) *Garrya elliptica* - Wavyleaf Silktassel
3. (5) *Mahonia aquifolium* - Oregon Grape
4. (5) *Calycanthus occidentalis* - Western Spicebush
5. (5) *Frangula californica* - Coffeeberry
6. (5) *Holodiscus discolor* - Ocean Spray
7. (5) *Physocarpus capitatus* - Pacific Ninebark
8. (5) *Rhamnus purshiana* - Cascara Sagrada
9. (5) *Rhamnus tomentella* - Hoary Coffeeberry, Mountain Coffeeberry
10. (5) *Ribes sanguineum* - Red Flowering Currant
11. (5) *Symphoricarpos albus* - Snowberry
12. (5) *Spiraea douglasii* - Western Spirea





Tree Removal and Mitigation:

Preserving as many large mature trees on this site as possible is crucial, and improving growing conditions is vital for the survival of these trees and future plantings. This investment aims to enhance the site's ability to sustain healthy trees both now and in the future. While extensive efforts are made to preserve mature trees, two trees are recommended for removal.

- One *Pyrus calleryana* tree in the southeast corner is in active decline or dead and should be replaced with a *Quercus rubra* tree in the same location.
- Additionally, due to space constraints from an adjacent building entrance ramp, the *Pyrus calleryana* tree at the far southwestern end of the project site isn't feasible for preservation. It is recommended for removal and mitigation by replanting another *Quercus rubra* nearby. (See Appendix A) This new proposed planting location is crucial for providing shade to the building entrance and windows, which receive full afternoon sun.

Stump grinding or removal:

The two trees recommended for removal should have their stumps removed either by stump grinding or mechanical removal if possible.

- In both tree locations it is critical to remove all the stumps and roots.
- In the far southwestern end location where a tree will not be replanted if the tree roots are not completely removed the wood may rot and cause a depression where the concrete may sink in the future.
- In the southeast corner location where a tree is proposed for replanting any remaining roots will create undesirable issues when planting the new tree.





Concrete Removal and Ground Preparation:

The identified concrete slabs slated for removal must be handled with care to avoid damage to the tree or its roots. There are two slabs of concrete (each 5' x 7') nearest each pear tree along the sidewalk slated for removal. A total of 16 full slabs are to be removed.

- Once the slabs are removed, an arborist should utilize air-spade equipment to expose any roots that need to be trimmed or removed in preparation for concrete repouring.
- The arborist should prepare the surrounding area by excavating to the correct depth and removing any roots.
- After tree root conflicts are resolved a concrete contractor should install the appropriate depth of rock and compact it using a vibratory plate compactor to the specified psi.
- When setting concrete forms, the contractor must ensure not to damage roots when driving stakes.
- All concrete washout or waste material must be taken off-site.

Concrete Repouring:

During concrete repouring, the following additional considerations should be made:

- The remaining adjacent slabs should have four 5/8 inch diameter holes drilled horizontally 5-6 inches deep, and #5 (5/8 inch diameter) rebar should be epoxied into these holes, extending the entire length of the pour. This ensures that all sections of concrete slabs are connected with continuous rebar, preventing individual slabs from lifting and creating tripping hazards. Additionally, connected slabs make it more challenging for tree roots to lift the sidewalk.
- The ideal concrete mix for repouring is 5,000 psi high-strength fiber-reinforced concrete.





Attached as appendices are:

Appendix A: Site Plan

Appendix B: Tree Planting Specification

Appendix C: Rendering Sidewalk Swoop

Appendix D: Rendering Parking Lot

Appendix E: Rendering Parking Lot (ADA)

Conclusion:

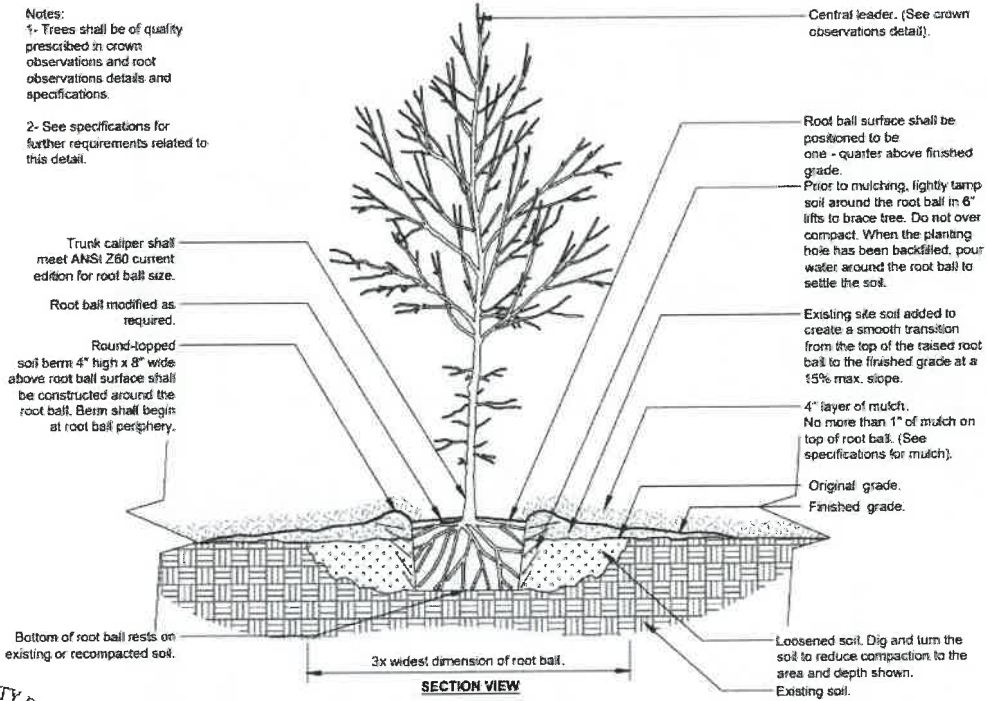
Enhancing the landscape at Ray's Food Place in Talent, Oregon, through the preservation of existing trees, implementing successional planting, and addressing the needs of parking lot trees, offers a multitude of benefits. These improvements not only enhance the store's image and attract customers but also reduce operational costs, engage the community, and promote environmental sustainability. Despite the initial investments required, the long-term return on investment, both financially and in terms of customer satisfaction, makes these enhancements a valuable consideration for decision-makers at Ray's Food Place.

- To offset some of the project costs, it's advisable to explore avenues such as reaching out to the Talent Urban Forestry Committee and the Talent City Manager's office to inquire about potential tree vouchers or grants.
- This plan is inclusive and prescriptive of numerous improvements and not all actions in this plan need be taken concurrently. Many projects are completed in phases.





Appendix B: Tree Planting Specification





Appendix C: Rendering Sidewalk Swoop





**OUR
Community
Forestry**

219 NORTH 2ND ST
TALENT, OR 97540

Appendix D: Rendering Parking Lot





**OUR
Community
Forestry**

219 NORTH 2ND ST
TALENT, OR 97540

Appendix E: Rendering Parking Lot (ADA)



Chapter 18.135
PUBLIC TREES



Sections:

- [18.135.010 Description and purpose.](#)
- [18.135.020 Definitions.](#)
- [18.135.030 Permission to plant or remove.](#)
- [18.135.040 Tree planting notification.](#)
- [18.135.050 Trees prohibited.](#)
- [18.135.060 Public tree maintenance.](#)
- [18.135.070 Public tree committee.](#)
- [18.135.080 Arbor Day observance.](#)
- [18.135.090 Tree nominations – Heritage or significant.](#)

18.135.010
Description and purpose.



The purpose of this chapter is to provide for the regulation of planting, maintenance, and removal of publicly owned trees, shrubs, and other plants adjacent to public rights-of-way. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1000, 2006.]

18.135.020
Definitions.



“Public tree” means a tree or woody plant with its base located within or adjacent to a public right-of-way or any tree or woody plant within a city park, or other publicly owned property. Public trees include trees within existing planting strips or sidewalk tree wells. Public trees typically have a single trunk at least two inches in diameter at a point six inches above the mean ground level at the base of the trunk.

Significant and Heritage Tree. See TMC [18.100.020](#). [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1010, 2006.]

18.135.030
Permission to plant or remove.



The removal of public trees should be compatible with guidelines adopted by the Oregon Department of Forestry. Except for the purposes of removal of dying or hazardous branches, maintenance by city crews, or pruning for purposes of maintaining tree health, no person shall plant, remove, cut above the ground, or disturb any public tree until a permit has been issued by the community development department. A permit for the removal of any public tree shall be in accordance with the tree preservation and protection requirements of Chapter [18.100](#) TMC and shall also require a right-of-way permit. Applicants for a removal permit may be required to mitigate the removal of tree or trees in accordance with the provisions of TMC [18.100.070](#), Mitigation.

Planting of public trees shall generally follow construction of curbs and sidewalks; however, the city may defer tree planting until final inspection of completed dwellings to avoid damage to trees during construction. When public trees are proposed, their selection and installation shall be according to the following requirements:

- A. *Species Selection.* Trees shall be selected from the city’s adopted tree list and shall location based on the criteria found therein.
- B. *Caliper Size.* All street trees shall be a minimum of two-inch caliper at time of plan
- C. *Spacing and Location.* Street trees shall be planted within the street right-of-way w strips or in sidewalk tree wells on streets without planting strips, except when utility e tree spacing shall be determined by the type of tree(s) selected and the canopy size a

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planting area shall contain 16 square feet or, typically, four feet by four feet. In general, trees shall be spaced at 30- to 40-foot intervals, except where planting a tree would conflict with existing trees, retaining walls, utilities and similar physical barriers. All public trees shall be placed outside utility easements and clear vision areas.

D. *Growth Characteristics.* Trees shall be selected based on climate zone, growth characteristics and site conditions, including available space, overhead clearance, soil conditions, exposure, and desired color and appearance. The following should guide tree selection by developers and approval by the city:

1. Provide a broad canopy where shade is desired, except where limited by available space.
2. Use low-growing trees for spaces under low utility wires.
3. Select trees which can be "limbed-up" to comply with vision clearance requirements.
4. Use species with similar growth characteristics on the same block for design continuity.
5. Use deciduous trees for summer shade and winter sun, unless unsuited to the location due to soil, wind, sun exposure, annual precipitation, or exhaust.

E. *Replacement.* Replacement of public trees shall be the responsibility of the developer for a period of two years from the time of planting, and shall be guaranteed through a warranty bond prior to final plat. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3J.1020, 2006.]

18.135.040

Tree planting notification.



The city may plant trees on any public right-of-way, park, or other public property. The city will notify private property owners 24 hours in advance before any tree, shrub, or plant is planted on public property within six feet of any owner's property. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3J.1030, 2006.]

18.135.050

Trees prohibited.



No person shall plant on any public property or private property the following trees if the tree's future critical root zone (CRZ) at maturity (CRZ is defined in TMC [18.100.020](#)) is within the public right-of-way: poplar, willow, cottonwood, fruit tree, or ailanthus, unless part of a city-authorized riparian restoration project. The recommended street tree list should be consulted before any tree is planted within or adjacent to the public right-of-way. No person shall plant any tree anywhere in the city so as to adversely affect public utilities. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3J.1040, 2006.]

18.135.060

Public tree maintenance.



A. *Tree Maintenance.* The city may require any trees, shrubs, plants, or vegetation in any public right-of-way, park, or other public property to be trimmed or pruned.

1. The city will maintain trees within the public right-of-way along collector and arterial streets.
2. The owners of property abutting streets other than arterial and collector streets in residential zoning districts within the city shall be responsible for the care and maintenance (trimming, pruning and spraying) of trees and shrubs located in the public right-of-way. Property owners shall also be responsible for repairing damage done to a street, sidewalk or curb by the roots of any tree or shrub where the CRZ is within the public right-of-way.
3. All owners of property within the city shall be responsible for the following:
 - a. Trimming, pruning and spraying trees on private property that overhang a public right-of-way.
 - b. Trimming and pruning of vegetation that obstructs motorist or pedestrian view of traffic signals, signs, streetlights, street names, or other markings or safety fixtures in the public way. Branches over the street shall be pruned to a height of 13 feet, six inches and eight feet above a sidewalk.
 - c. Repairing damage done to a street, sidewalk or curb by the roots of any tree or shrub on private property.
 - d. Removing trees and shrubs on private property that have been declared
 - e. *Debris Removal.* The person working on trees on a street, highway, or put all debris from the right-of-way by sunset of the same day, unless specifically community development director, or designee. The acceptable standard shall

4. If any property owner neglects to perform any duty required by this section a person or property, that owner shall be liable to the person suffering such injury for all damages the city has been compelled to pay in any such case. Such damages against the property owner.

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B. *Tree Topping.* It shall be unlawful as a normal practice for any person, firm, or city department to top any tree in the public right-of-way. Topping is defined as the severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms, or other causes, or certain trees under the utility wires or other obstructions where other pruning practices are impractical may be exempt from this provision.

C. *Dangerous Tree – Nuisance – Removal.* Any tree or shrub growing in any public property, on private property, or in a planting strip abutting public property, which is a public safety hazard or which may endanger the security or usefulness of any public street, sewer, or sidewalk; is declared to be a public nuisance. The abatement procedure of Chapter [8.10](#) TMC shall be applied.

D. *Trees – Abuse – Mutilation.* No person shall abuse, destroy, or mutilate any tree, shrub, or plant in a public planting strip, park, or any other public property. This includes attaching or placing any rope or wire (other than one used to support a young or damaged tree), signs, posters, or handbills to any public tree; or allowing any wire charged with electricity, or any gaseous, liquid, or solid substance which is harmful to the trees, to come in contact with the roots or leaves of any such tree. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1050, 2006.]

18.135.070

Public tree committee.



The tree committee shall be a subcommittee of the parks commission. The responsibilities of the tree committee shall include the following:

A. Making recommendations to the city council for nominating public trees for locally significant or heritage tree designation;

B. Assisting city staff with Arbor Day observance. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1060, 2006.]

18.135.080

Arbor Day observance.



The city shall observe Arbor Day once a year. The tree committee shall assist city staff with organizing any event to celebrate Arbor Day and the mayor shall issue a proclamation declaring the observance of Arbor Day. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1070, 2006.]

18.135.090

Tree nominations – Heritage or significant.



Any community member may go before the tree committee to nominate a public tree to be designated as a locally significant or heritage tree. The tree committee will make a recommendation to the city council. Upon owner approval, city council may pass a resolution to designate the nominated tree. [Ord. 918 § 1 (Exh. A), 2016; Ord. 817 § 8-3].1080, 2006.]

The Talent Municipal Code is current through Ordinance 979, passed May 17, 2023.

Disclaimer: The city recorder's office has the official version of the Talent Municipal Code. Users should contact the city recorder's office for any notices posted subsequent to the ordinance cited above.

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Chapter 12.30

SIDEWALKS

Sections:

- 12.30.010 Duty of owners to make sidewalk repairs – Power of council.**
- 12.30.020 Notice of defective sidewalks.**
- 12.30.030 Permit for repairs.**
- 12.30.040 Repairs by city – Record and report.**
- 12.30.050 Assessment for repairs by city.**
- 12.30.060 Liability of owners.**

12.30.010 Duty of owners to make sidewalk repairs – Power of council.

It is hereby made the duty of all owners of land adjoining any street in the city of Talent to maintain in good repair the sidewalks in front of said land. The council shall have the power and authority to determine the grade and width of all sidewalks, the material to be used, and the specifications for the repair thereof, upon any street or part thereof, or within any district in said city. [Ord. 306 § 1.]

12.30.020 Notice of defective sidewalks.

If the owner of any lot or part thereof, or parcel of land, shall suffer any sidewalk along the same to become out of repair, it shall be the duty of the city superintendent, his deputy, or any person appointed by the council for that purpose, when ordered to do so by the council, to post a notice on the adjacent property headed "Notice to Repair Sidewalk," and said notice shall direct the owner, agent or occupant of said property immediately to repair the same in a good and substantial manner, and the person posting said notice shall file with the city recorder an affidavit of the posting of such notice, stating the date when and the place where the same was posted. The city recorder shall, upon receiving the affidavit of the person posting said notice, send by mail, postpaid, a notice to repair said sidewalk to the owner, if known, and directed to the post office address of such owner or agent, when such post office address is known to the city recorder, and if such post office address be unknown to the city recorder, such notice shall be directed to such owner or agent at Talent, Oregon. A mistake in the name of the owner or agent, or a name other than that of the true owner or agent of such property, shall not render void such notice, but in such case, the posted notice shall be sufficient. [Ord. 306 § 2.]

12.30.030 Permit for repairs.

The owner, agent, or occupant before making said repairs shall obtain from the city superintendent a permit to do so, which shall prescribe the kind of repair to be made, the material to be used and specifications therefor, and the owner, agent or occupant shall make said repairs within 20 days from the date of posting said notice. [Ord. 306 § 3.]

12.30.040 Repairs by city – Record and report.

If the owner, agent or occupant of any such lot or part thereof, or parcel of land, shall fail, neglect or refuse to make the sidewalk repairs within the time designated, the city superintendent may make the same and keep an accurate account of the cost of the labor and materials used in making the repairs in front of each lot or parcel of land, and shall report monthly to the council the cost of such repairs and a description of the lot or part thereof or parcel of land fronting on the sidewalk upon which such repairs are made. [Ord. 519 § 1; Ord. 306 § 4.]

12.30.050 Assessment for repairs by city.

The council shall, at least once each year, by ordinance assess upon each of the lots or parts thereof or parcels of land fronting upon sidewalks which have been so repaired or laid the cost of making such repairs or laying the same, including legal, administrative and engineering costs attributable thereto. In each case all such assessments may be combined in one assessment roll and the same shall be entered in the docket of city liens and collected in the same manner as is provided by ordinance for the collection of assessments for local improvements. [Ord. 306 § 5.]

12.30.060 Liability of owners.

The owner or owners of land adjoining any street in the city of Talent shall be liable to any person suffering injury by reason of any defect in the sidewalks in front of said land. [Ord. 306 § 6.]

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City Council Agenda Report

Meeting Date: March 6, 2024
Department: Administration
Staff Recommendation: Approval

Staff Contact: Gary Milliman
E-Mail: gmilliman@cityoftalent.org
Estimated Time: 5 mins.

ISSUE BEFORE THE COUNCIL

Request from Urban Forestry Committee to authorize participation in air quality monitoring citizen science project.

BACKGROUND

The Urban Forestry Committee has been actively seeking locations for the placement of air quality and temperature monitoring devices on private and public property in the Talent area. This is a part of a citizen science initiative “to inform and educate local community, city council, landowners, funders and others on benefits of urban tree canopy to preserve existing canopy, maintain and care for canopy, and advocate for additional trees that help close canopy gaps.” UFC members report that they have been securing permission from about 18 property owners to install air and temperature monitoring devices on private and public property.

Staff has advised the UFC that if they are securing these permissions on behalf of the City, they need authorization from the City Council to represent themselves as volunteer agents of the City, and authorization to conduct/participate in this program by the City Council.

At its meeting of February 28, the UFC adopted a motion to request the City Council authorize the UFC to participate in and conduct this citizen science air quality monitoring program.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

Motion to authorize the Talent Urban Forestry Committee to conduct and participate in the air quality citizen science program to gather information relative to the impact of a restored urban canopy on air quality, ambient temperatures, streets, wildlife, economics and the quality of life; and require that all UFC members actively participating in conducting this program execute a Volunteer Registration and Release of Claims/Liability Waiver form.

ATTACHMENTS

- Urban Forestry Committee – Informational document on Air Quality Monitoring Citizen Science Project

- Partnerships
- Roles and Responsibilities

BACKGROUND

After the devastating Alameda Fire of 2020, Talent Urban Forest Committee (TUFC) and the City of Talent are dedicated to recovering lost canopy and improving remaining tree canopy with a focus on **equity, resiliency, ecology, and community**. As they replant trees within the burn scar, and focus on areas of high impact development, they seek to quantify how urban trees impact their community environments, and demonstrate the benefits of a healthy, resilient, urban forest canopy for *people, wildlife, and economics*.

Talent Urban Forest Committee (TUFC) and the City of Talent seeks to identify and monitor how urban trees impact environmental conditions over time through citizen scientist projects. Four primary areas of interest were identified:

- Impact of trees on air quality, to improve air quality and reduce pollution.
- Impact of trees on ambient temperatures, to reduce urban heat islands.
- Impact of trees on water quality, to provide healthier watersheds.
- Impact of trees on streets, for healthier people, wildlife, and economics.

PURPOSE

To inform and educate local community, city council, landowners, funders and others on benefits of urban tree canopy to preserve existing canopy, maintain and care for canopy, and advocate for additional trees that help close canopy gaps.

Become a model for others looking to preserve and enhance their existing canopies.

- Oak Valley Neighborhood and Walmart/Dollar Tree (controlled)
- - Location Notes:
 - Oak Valley Neighborhood: 55+ community
 - Impacted by Fire
 - Near Truck Stop and HWY 99
-
- Chuck Roberts Park Planted Area and Chuck Roberts Park Ball Fields (control)
 -
- Talent Mobile Estates, Kamerin Springs Park, Totem Mobile Homes (controlled)
 - Location Notes:
 - Dense development with trees (Talent Mobile Estates); Open space with (Former Totem Mobile Homes, future redevelopment area); Open spaces of trees (Kamerin Springs Park)
 - Fire impacted area
 - Low income/affordable housing
 - Near HWY 99
 - Future redevelopment zone.
- Renaissance Flats and Shady Brook Mobile Home Park, Middle Class Neighborhood
 -
 - Location Notes:
 - Renaissance Flats currently being redeveloped into affordable housing (dense)
 - Middle Class Neighborhood recently replanted (impacted by fire)
 - Shady Brook Mobile Home Park (not impacted by fire, currently planted)
- Locations along HWY 99
- Potential downtown locations?

Locations of Current Purple Air Monitors

- Jackson County Fire House #5
- (2) at Talent Elementary School
- Wagner Creek-outside of city limits
- Lithia Avenue

Location Criteria and Guidelines

Place monitors in groups with a controlled area (non planted) and planted area of similar locations.

Start at select locations, and grow monitoring overtime with funding and partnerships.

Deploy 18 air monitors around town in locations such as:

- At/near affordable housing and low income areas
- At/near senior housing and assisted living facilities
- At/near parks and public spaces/ recreational facilities
- At/near fire impacted neighborhoods and community spaces
- At/near major transportation corridors such as HWY 99
- At/near bus transportation
- At/near school locations
- At/near Downtown/business district

Air Monitors

- Place monitors in similar distances off the ground. Preferably at the level of a typical persons breathing height. 6-8 feet off the ground.
- Placement should not be near vents and/or idling cars. Consider air flow direction and where particulates might be coming from.
- Identify locations of similar wind speed and direction.
- Bottom of monitor needs to be free to accept air samples.
- 50 feet clearance, not near tall trees. No major blockages (buildings etc).

Keep things similar , limited variability

If we can measure variance to account for in data.

Variation of tree canopy as it grows overtime. New trees, young trees, mature trees.

March 20th, 2024 Council Regular Meeting

Date	Type of Meeting	Community Announcements	Public Presentation	Public Hearing	Dept Reports / City Manager	Consent Calendar	Unfinished Business	New Business	Written Communications
20-Mar-24	Regular Meeting		none	Annexation of School District Property on Colver Rd.	City Manager Report	Check Register - February 2024		Process for Declaring Surplus City Property (Staff Report - Milliman)	
					TURA Report	Financial Packet - January 2024		Review & Adopt Revised Goals (Staff Report - Milliman)	
						Financial Packet - February 2024		Town Hall Use Agreement w/ ACCESS (Staff Report - Milliman)	
								Talent Depot Use Agreement w/ JCCLTRG (Staff Report - Milliman)	
								Fee Waiver Request for JCCLTRG Community Center Use (Staff Report - Milliman)	
								Resolution Authorizing Grant Application for Skate Park (Staff Report - Milliman)	
								Consideration of Recology Rate Increase (Staff Report)	