



TALENT CITY COUNCIL
REGULAR MEETING AGENDA
 - HELD AT TOWN HALL & VIA ZOOM -
 206 E. Main Street
February 21st, 2024 - 6:45 PM

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, x1012.

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. City Reports

- 5.1 City Manager Report.....
- 5.2 Urban Renewal Activities Report.....

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 Acknowledgment of Together for Talent Committee Meeting Minutes, December 5th, 2023..... 03
- 6.2 Acknowledgment of Together for Talent Committee Meeting Minutes, January 2nd, 2024 06
- 6.3 Acknowledgment of Public Arts Committee Meeting Minutes, August 7th, 2023..... 08
- 6.4 Acknowledgment of Public Arts Committee Meeting Minutes, September 18th, 2023 11
- 6.5 Acknowledgment of Public Arts Committee Meeting Minutes, November 6th, 2023 14
- 6.6 Acknowledgment of Parks & Recreation Commission Meeting Minutes, June 14th, 2023..... 17
- 6.7 Acknowledgment of Parks & Recreation Commission Meeting Minutes, July 12th, 2023 22
- 6.8 Acknowledgment of Parks & Recreation Commission Meeting Minutes, August 9th, 2023 24
- 6.8 Acknowledgment of Parks & Recreation Commission Meeting Minutes, September 13th, 2023 28

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 Approval of Resolution 2024-085-R – Establishing a Fee Schedule for Water Rates 32
- 7.2 Approval of Resolution 2024-086-R – Establishing a Fee Schedule for Water System Replacement

Fee.....

7.3 Approval of Resolution 2024-087-R – Establishing Water System Connection Fees.....

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 Approval of Arbor Day Planning 44

8.2 Discussion of Events at City Hall 46

8.3 Temporary Event Signs & Banners on City Property 51

8.4 Discussion of Eligibility & Appointment Process for Council Vacancy 52

9. Commission / Committee Reports

10. Other Business and Future Agenda Items

11. 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.

12. Executive Session

The Council will meet in an executive session pursuant to ORS 192.660(2)(a)(h):

- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

13. Adjournment

Upcoming Council Meetings

| | | | |
|------------------------|---------|---|-------------------------|
| March 6 th | 6:45 pm | – | Regular Council Meeting |
| March 20 th | 6:45 pm | – | Regular Council Meeting |
| April 3 rd | 6:45 pm | – | Regular Council Meeting |



TOGETHER FOR TALENT
REGULAR MEETING MINUTES

December 5th, 2023 at 4:00 PM

REGULAR COMMITTEE MEETING – 4:00 p.m.

1. Call to Order/Roll Call

| Members Present: | Members Absent |
|--|----------------------------|
| David Spinney, chair Charles Roome | Hector Zaragoza, secretary |
| Also Present: Eleanor Ponomareff, City Council Liaison Susan Bizeau | |

2. **Motion:** Approval of October 2023 Meeting Minutes

Charles Roome moved approval of October meeting minutes; David Spinney seconded.
 Ayes: 2; Nays: 0

Discussion Items

- City email for committee (TogetherForTalent@cityoftalent.org) currently goes to Charles. David suggested it go to the entire committee. Eleanor expressed concern that the committee should refrain from replying to all to respect public meeting law. Consensus that David would speak to staff about adjusting the recipient of the email, either to David (as chair) or entire committee.
- Recycling Event for 2024. The committee reached consensus on the following:
 - Set the date of Saturday, April 6, 2024 (thus avoiding calendared events).
 - Update the Title to: "Spring Into Recycling" event. Event advertising should make it clear that the event was for uncommon recyclables, with examples.
- Circles of Care (Age Plus). Eleanor provided some background on the Circles of Care program (which is a neighbors-helping-neighbors program in support of seniors) and the need for 30 volunteers (according to Age Plus) to make the program successful. The committee arrived at consensus that to help recruit volunteers was an appropriate

activity for the committee. **Action:** Eleanor to follow up with additional information from Age Plus.

- Encouraging Volunteerism. The committee discussed the role of volunteerism and now to help match potential volunteers with events and community needs. David suggested the need for a database; the committee discussed whether it would be possible for the city to maintain a volunteer database, or whether that could be done by the committee. **Action:** David to follow up with staff.
- Electrification Efforts. The committee discussed potential for encouraging electrification on the part of Talent residents and a potential community education program with particular education to Heat Pumps. Susan noted that there was a housing boom in the mid-90s in Talent (once the new water system was completed), making now an ideal time to educate folks who might need to be replacing aging gas appliances with heat pumps. Timing for such a program would likely be March. **Action:** Susan to check with HVAC contractors; Charles to check with Rogue Climate; David to check with Energy Trust of Oregon; Eleanor to check with SOCAN and Sierra Club.
- Firewise Talent. Susan and Alex Cunha (a Talent resident who works for ODF of Southwest Oregon) have been doing extensive research on how to make Talent a Firewise City. Susan has been in contact with Charisse Sydoriak, a retired Division Chief of Resource Management with the National Parks Service who volunteers her time with wildfire adapted community groups including Ashland's Firewise Program. Susan says Charisse would be willing to train volunteers in Talent. Susan notes that the training is extensive - typically 6 Saturday sessions. The T4T committee discussed a possible education event, possibly along the lines of "How Firewise is My Property?" to provide general information and to create interest. (Susan added that Marin County in California has a good program.) **Action:** Susan will talk to Charisse about visiting with the Together for Talent Committee to discuss potential next steps.

Agenda Build

- Plastic Ordinance – Are Talent businesses aware/following the city's single plastic use ordinance?
- Updates on council business from liaison
- Grant sources

Adjourn: 5:50 pm

Next Meeting: Tuesday, Jan 2, 2024, 4 pm; Community Center, small meeting room.

Respectfully Submitted,
Eleanor Ponomareff, acting as notetaker

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Together for Talent Regular Meeting Minutes | December 5, 2023



TOGETHER FOR TALENT
REGULAR MEETING MINUTES

January 2, 2024 at 4:00 PM

REGULAR COMMITTEE MEETING – 4:00 p.m.

1. Call to Order/Roll Call

| Members Present: | Members Absent |
|---|-----------------------|
| David Spinney, chair Hector Zaragoza, secretary Charles Roome Susan Bizeau | |
| Also Present: | |
| Eleanor Ponomareff, City Council Liaison Deric Manzi | |

2. **Motion:** Approval of December 2023 Meeting Minutes

Susan Bizeau moved approval of the December meeting minutes; Hector Zaragoza seconded.
 Ayes: 4; Nays: 0

3. **Regular Agenda**

a. **Schedule Charisse Sydoriak to present about Firewise.**

Committee reached consensus that Susan Bizeau would invite Charisse Sydoriak to the next Together for Talent meeting in February. This will be an informal informational meeting to share the work she has done in Ashland on the Ashland Wildfire Risk Assessment Program (WRAP) and how we might do something similar in Talent.

b. **Planning for 2024: new projects and priorities**

Spring Recycling Event

Committee reached consensus on the following:

- Name of event: Spring Into Recycling!

- Date of event: April 13, 2023
10 am – 4 pm (9 am set up; 5 pm clean up)
- For publicity: Charles will write a paragraph announcing the event and seeking volunteers, for the February issue of the Flash (Talent News & Review). Charles will send the paragraph to the T4T Committee for review, and then to Hector Flores.
- David Spinney and Charles Roome will work with Hector Flores to help organize the event, including finding vendors.
- Hector Zaragoza volunteered to translate materials into Spanish.
- Eleanor to find out about budgeting for the event

c. Possible Future Focuses for T4T

The committee discussed various future events, including a Bienestar event. Hector Zaragoza will bring more information back to the committee.

Adjourn: 5:15 pm

Next Meeting: Tuesday, February 6, 2024, 4 pm; Community Center, small meeting room.

Respectfully Submitted,
Eleanor Ponomareff, acting as notetaker

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Together for Talent Regular Meeting Minutes | December 5, 2023

TALENT PUBLIC ARTS COMMITTEE

Regular Meeting Minutes

In person

Aug 7, 2023, 5:00 PM



1. Call to Order/Roll Call at 5:07 - PM

| Members Present: | Members Absent: |
|---|-------------------------------------|
| Cathy Dorris Donna Ruiz Kimber Parris Megan Smith Parsina Dias Amanda Grove Heather Ayers-Flood | Colette Pare-Miller, City Councilor |
| Also Present: | |
| Paul Kay, Ron Hodgdon | |

2. Consent Agenda

- a. Member Smith motioned to approve minutes from the July 18, 2023 meeting. Member Dorris seconded. No deliberation, all in favor and motion passed.

3. Regular Agenda

New Business

- a. Paul Kay, the Manager of the Phoenix Industrial Studio Complex and Allison, owner of Art Gallery in Phoenix Industrial Studio, were present to inform us of their ideas and plans of creating a Phoenix/Talent Arts District. Their overarching goal is to collaborate with other communities.
 - 1. Kay and members discussed the possibility of municipal parking for visitors to galleries and art events in the two towns; a municipal shuttle bus to transport visitors between Talent and Phoenix (similar to the trolley system in Jacksonville); expedited approval for livable workspaces for artists in the area. Kay shared the trial they ran last year with a trolley/shuttle bus and the results.
 - 2. Committee and Kay discussed potential benefits, details and plans for an official Arts District between the two towns. Committee agreed that we support the idea and on the potential activity, revenue, and support for artists it could bring to the area. Committee offered future assistance to Kay in the form of support, collaboration, and potential partnership in funding of certain projects.
- b. Talent resident Ron Hodgdon showed the committee a poster he had made in the past, which showcased public art on buildings. Hodgdon elaborated on the "city as a canvas" concept that could be implemented by the committee for our mural projects.

- i. Hodgdon informed the committee of Betty LaDuke's interest in showing her art in city hall, possibly in the spring. Group discussed timeline logistics and an artist opening/speech for this event. Hodgdon will bring her a paper application or fill out the electronic application. Ron understands art hung in city hall is first come, first serve and right now we have artists scheduled into mid 2024 for wall hangings..
 - ii. Group discussed creating new stickers that will include the website link, so we can hand them out to the public and potential artists for city hall. Donna will give Megan the TPAC logo.
- c. The next TPAC meeting was scheduled for Sept 4; date needs to be changed due to holiday and may be moved to Mon, Sept. 18 instead. Chair Ruiz will send out an email to decide on the next date.
- i. Vice chair Dorris will lead the October meeting, as Ruiz will be out of town.

4. Ongoing Business

- a. Social media/online communication
 - i. Member Smith will gather marketing and communication needs and be the lead person on social media/marketing for the foreseeable future.
 - ii. She will help streamline certain apps and docs that TPAC is currently using, as well as create a TPAC instagram account.
 - iii. Group discussed rebranding the TPAC logo and sticker, and making member name tags for events. Donna will give Megan TPAC logo.
 - iv. Megan will give an article to Hector for Talent News and Review by his requested 8/18/23 date.
- b. Discussed art calendar Donna created to show who is in city hall now and dates hung/dates of take down.
- c. Members discussed Art Open House at city hall and piggy-backing with Music on Porch set for 8/26/23 from 4-7. Discussed that members are musicians and would be willing to play music. Donna got approval to hold the event during Music on Porch from Jordan and Ana. Right now Ana does not have a music venue for City Hall. If TPAC gives her our lineup, she will help advertise our event. We will move forward with Art Open House with TPAC members playing music during the Music on The Porch day.
- d. TPAC Policy Update - group felt it was OK to send the TPAC goals to Jordan and Mayor Darby to review and give feedback before sending them to city council. Donna will send out asking for their review.

5. City Liaison Report

No report at this time.

6. Agenda Items for Next Meeting

- Talent Harvest Festival - 10/07
- Dia De Los Muertos - end of October
- City Hall Art:
 - Existing and New Artists in City Building
 - Artist's Opening Events
 - School children in City Hall for art

- What went well/what did not go well with Art Open House on MOP day (8/26)
- October take down and install - Heather?
- Communications from Megan- update
- Keep on radar:
 - Mural under bridge at Lynn Newbry - April 2024 (we can use boards and affix them to the bridge per Hector)
 - Fire hydrant painting - call to artist
 - Mural painting - call to artist

6. Adjournment

- a. Meeting adjourned at 6:43 pm.

Respectfully submitted by:



 (Parsina Dias), Secretary

Attest:



 (Donna Ruiz), Chair

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TALENT PUBLIC ARTS COMMITTEE

Regular Meeting Minutes

In person

Sep 18, 2023



1. Call to Order/Roll Call at 5:06 - PM

| Members Present: | Members Absent: |
|--|-----------------|
| Cathy Dorris Donna Ruiz Megan Smith Parsina Dias Amanda Grove Heather Ayers-Flood | Kimber Parris |
| Also Present: | |
| Colette Pare-Miller, City Councilor, Sam Sautter (community member) | |

2. Consent Agenda

- a. Member Dorris motioned to approve minutes from the Aug 7 meeting. Member Ayers-Flood seconded. No deliberation, all in favor and motion passed.

3. Regular Agenda

New Business

- a. Member Dorris will lead the Oct. 2nd meeting as Chair Ruiz will be out of the country through October.
- b. Take down and new art installation schedule was discussed. We are currently booked through the end of 2024 with artists for the city hall gallery.
- c. Participation in Harvest Festival on October 7 discussed.
 - i. City said no to having TPAC operate out of city hall. They suggested TPAC tabling at the festival instead. Group agreed that we want to remain focused on our primary goals, not tabling at events.
 1. Member Ayers-Flood moved to not have a table at the festival, member Dorris seconded. Motion passed.
- d. Discussed participation in Dia De Los Muertos (Sunday, Oct. 29)
 - i. Council member and organizer Ana Byers suggested that TPAC have art by Latinx community members displayed on easels at city hall during the town events. Art supplies and a table for making tissue paper flowers which people could place on altars was another idea. Council Liaison Pare-Miller will find out from

- Hector if we can use the city hall for this idea. Member Ruiz has messaged organizers to find out the time of event.
- ii. Member Dias motioned to have TPAC participate in Dia De los Muertos. Ayers-Flood seconded; motion passed.
- e. Community member Sam Sautter came into the meeting. She had reached out to TPAC through Facebook regarding her ideas for Paint N Sip classes.
- i. Sautter moved to the area recently and sought advice from TPAC on how/who to approach about offering Paint N Sip classes in the Rogue Valley, something she successfully did in her last town of residence.
 - ii. Members compiled a list of wineries and other businesses to approach and discussed various aspects on teaching classes, and potential collaboration with TPAC events in the future.

4. Ongoing Business

- a. Social media/online communication
 - i. Member Smith redid the application for art in city hall to make it more user friendly. New application will roll out soon.
 - ii. Shared that there will be a 'soft close' for submitting art, since we are currently booked through the end of 2024.
 - iii. Smith is exploring options for messaging and gauging interest from artists who have applied regarding display cases.
- b. The TPAC goals draft was sent to the mayor and Jordan Rooklyn, but Ruiz has not yet heard back.

5. City Liaison Report

- a. Pare-Miller suggested putting a pause on the goals draft during the city's transitional phase (interim city manager).
- b. Shared a possible future project that the city is considering: painting a mural on the large water reservoir in Talent.

6. Agenda items for next meeting

- a. Member Dorris will send out an email confirming the date and time of next meeting.

7. Meeting adjournment

- a. Meeting adjourned at 7:10 pm

Respectfully submitted by:

Parsina Dias

(Parsina Dias), Secretary

Attest:



(Donna Ruiz), Chair

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TALENT PUBLIC ARTS COMMITTEE
Regular Meeting Minutes
In person- Talent Community Ctr, Conf. Room D
Nov. 6, 2023



1) Call to Order/Roll Call at 5:03 pm

| | |
|---|------------------------|
| Members Present: | Members Absent: |
| Cathy Dorris Kimber Parris Donna Ruiz Megan Smith Parsina Dias Amanda Grove Heather Ayers-Flood | Megan Smith |
| Also Present: | |
| Colette Pare-Miller, City Councilor | |

2) Consent Agenda

- a) Member Dorris motioned to approve minutes from Sept. 18 meeting, member Dias seconded. No deliberation, all in favor and motion passed.

3) Citizens Heard on Non-Agenda Items:

- a) N/A

4) Regular Agenda

a) New Business

- i) Members discussed the mural project on the large reservoir, and whether TPAC wants to be involved.
 - (1) Member Ayers-Flood motioned to recommend to city council that they do a feasibility assessment on the potential mural on the reservoir. Member Dorris seconded. No deliberation, all in favor and motion passed.
- ii) Members discussed the idea of having an art show by TPAC members in the community center, to show art and bring awareness to TPAC along with an opportunity for residents to display their art. We are considering a tentative date in February or March for an artists' "meet and greet" in the city hall, as well as a second art show in the later spring that would involve both TPAC members and residents' art to be hung/displayed on tables for an artists' market.
- iii) Group decided on the two shows mentioned above to be part of our main focus point for this coming quarter, as well as researching a mural for THS. Member Parris brought up using some of the funds for this December to promote local businesses

in the holiday season. Using some of the funds to hire a window artist to paint business windows, in conjunction with the Lights on Bikes event was discussed, and member Grove has an artist in mind that she will contact.

i) Member Ruiz motioned for TPAC to focus on 4 primary goals/projects moving forward: Painting local business windows in November or December, hosting two art shows in city hall/community ctr next quarter, and doing research on mural logistics for the Talent Historical Society building by the end of the fiscal year. Ayers-Flood seconded motion. No deliberation, all in favor, motion passed.

b) Ongoing Business

- i) Ruiz shared the TPAC policy draft with mayor Mayor Ayers-Flood and it was suggested that we rename the document the 'master plan', that it will be reviewed by us annually, and that we submit the master plan to city council for review. Member Ruiz shared a few edits that the mayor had suggested (also on agenda addendum), and city council liaison Pare-Miller also shared edits and add ons to the document. Member Parris motioned to send the 5-10 year TPAC Master Plan to the city for review and potential approval. Dias seconded the motion. No deliberation, all approved, motion passed.

c) City Liaison Report

- i) Pare-Miller will check if a zoom meeting is needed to approve today's motions so we can move on them before December.

d) Agenda Items for Next Meeting(s)

- i) TPAC will continue work on devising and organizing details of the four main goals we agreed upon.

5) Adjournment

- a) Meeting adjourned at 6:04 pm.

Respectfully submitted by:



(Parsina Dias), Secretary

Attest:



(Donna Ruiz), Chair

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1) Call to Order/Roll Call

The meeting was called to order by Chair Cross at 6:34 pm.

Present: Cross, Smith, Hilton Walker, Krause, Ruiz, Greene, Councilor Byers, City Manager Rooklyn

Absent: Panica, Superintendent Slayton

2) Consent Calendar

a) Approval of Minutes for 10 May 2023

Smith made a motion to approve the minutes without changes, seconded by Ruiz. No discussion.

Yes: 5

No: 0

Abstain: 1 (Greene, who was not in attendance 5/10/23)

Motion passes.

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.

Deric Manzi joined after link to the Zoom meeting was corrected. Just listening, no comments.

4) New Business

a) Visit from Jordan Rooklyn, City Manager, part 2

i) Goals and budget conversation

ii) Tennis courts and skate park funding; which first?

Cross: ARPA grant funding is able to be used to fund the Skate Park and Tennis Courts and both projects have been added to the city budget for the fiscal year.

Rooklyn: Community design input is recommended for the tennis courts, so it may be good to start with the skate park and wait on the tennis courts.

Cross: 2019 Master plan puts skate park on a 3-5 year timeline, tennis courts 6-10 years, which matches this recommendation.

Ruiz: Dog park survey noted that less than 5% of respondents are using the park for tennis/pickleball.

Greene: This could be due to the recent closure of the courts.

Brooklyn: City has appropriated \$500 to Parks Commission for discretionary use.

Byers: The council recognized this was a placeholder amount and more can be requested.

Rooklyn: Dogs in parks are the biggest issue in city hall right now. Many complaints about dogs being in parks, signs were put up to remind people of the ordinance, people called to complain about the signs. Many of the signs have been defaced and damaged, only 30 of initial 150 remain.

Byers: Vandalism is on the rise in various parts of the valley.

Question from citizen Deric Manzi: Has the commission consulted a professionally licensed skatepark designer with regards to that project?

Cross read aloud question for the record. Cross is unsure of the name of the contractor that was consulted for the bid.

Ruiz: More information is available in previous Parks commission meeting minutes.

b) Separate email recommendation

Cross: City attorney is recommending that all city commission members use a separate email address for legal and privacy protection purposes for all city business.

5) Staff Report – Public Works

Robert Slayton was unable to attend, provided update via email, read for the record by Chair Cross.

a) Overall Public Works updates

i) Solar Panels in Bark Park

The new Solar design was approved by City Council. The new design no longer has solar panels in the Dog Park. They will be installed in the Police Department back parking lot.

Byers, Point of information: Makes solar panels 75% more efficient

Rooklyn: Grant funded, will take 4 months, other prep work will begin shortly

ii) Kamerin Springs Restroom facility

Laura Panica helped pick the colors for the restroom. They have been turned in and we are moving on to the final plans. Waiting on the electrical final. Still looking like September for final install.

iii) Music sculpture update - No update given

iv) Chuck Roberts bench update - No update given

v) Talent Artisan Market shed update - No update given

vi) Footprints Pathway sign and benches - No update given

vii) Other updates

The rail at Commons playground has been repaired and is back open.

We had a new solids pump install at Lynn Newbry to help with keeping the bathrooms open.

We are having a new stage cover being built. The cover will stay up from Memorial day to Labor day every year. Lots of events this summer.

Splash Pad is up and running. Found an issue with the buckets yesterday. The crew will look to repair asap. Splash pad is still on and operational.

Rooklyn: Pollinator Garden near the roundabout is no longer able to be maintained by the previous tender, Bradley Wilson. Is there another Bee City group that can take over? Or should the city take over maintenance?

Smith: The Garden Angels are overwhelmed and unable to do so.

Byers: Several people have reached out to city council wanting to offer help for gardens in the city. The Urban Forestry Committee would also like to collaborate with Parks and Rec Commission to organize volunteers.

6) Ongoing Business

a) Citizen offer of picnic table for Footprints Pathway–Mark

Community member Martin Corder will not be proceeding with the donation because of liability complications

b) Donna/Mark: update on Dog Park subcommittee

Krause: Thanks to Donna Ruiz for all her help. Also Casey Mahoney, and other committee members.

Discussion of survey results:

It seems there is strong community support for leashed dogs in CR, more permanent signage would be appropriate.

Change of city ordinance would be necessary for having dogs on a 6 foot leash.

Community states an immediate need for a new large dog fenced area of at least 1 acre.

Keep existing Bark Park for small dogs, not enough space to divide the park.

Casey Mahoney from committee brings up “Sniff Spots”

Byers: Point of information, Sniff Spots are private personal fenced yards that can be rented for a fee of \$8 for 30 minutes.

Survey stats:

Ruiz: “Peripheral part” - not the green space, but near the baseball fields.

Rooklyn: Little League lease is through 2025 and includes all land past the line of trees just beyond the soccer fields, but they are actively looking to build on school district Colver Rd property in 2024.

Byers: Important to share comments that were included in survey with personal information redacted.

Ruiz: Fence off portion of Bark Park? Lots of comments/anecdotes that make that seem unfeasible. Large dogs need more space than even what is available in Bark Park.

Krause: Many people are worried about the health of their mainly smaller dogs.

Ruiz: Proud of the dedication of the Dogs in Parks subcommittee members.

Byers: Does a large dog park have to be at CR since we have lots of additions imminent at the park? Is the timeline for building of a large dog park in Suncrest timely enough?

Ruiz: Suncrest may be too peripheral for much of the community, but it needs to be vetted by the city. Subcommittee is recommending CR because it is so regularly used, but understands that there are lots of factors to consider.

Cross: What is the next step? Is there a formal recommendation from the subcommittee to the commission?

Byers: Many people use the Ashland dog park in an out of the way location, so I don't think that the Suncrest location would limit use. Let's talk to city staff about the timeline for the Master Plan Suncrest dog park being built.

Ruiz: Our job is to be a megaphone for community desire.

Byers: There are probably 2 recommendations: 1 for a new ordinance, and 1 for a new large dog park.

Krause: Also for dog waste facilities in city parks.

Ruiz: How should we publish results?

Cross: Is it better to wait to publish results until we have specific recommendations or until city council acts?

Byers: Better sooner, as public hearing is required for change of ordinance.

Ruiz agrees.

Byers: Recognizing community input encourages future involvement in other matters.

Greene: What information needs to be redacted?

Ruiz: Names, phone numbers, email addresses. Or we can just give the numbers and not publish the comments. Let the community know what the majority feels.

Krause: May be safer that way. We also didn't disclose that comments would be published in TNR.

Krause: Our job is not to say where a large dog park needs to go. Give the 3 recommendations to the city.

Cross: Need two different documents: 1 for an ordinance change and 1 for new dog park recommendation. Will consider at a future meeting.

Byers: I would like to share the survey results as a Liaison report at the next city council meeting. I will be able to share questions from city council before recommendations are made by the Parks Commission.

c) Labyrinth update

Hilton Walker: Quotes from local landscape rock business B&T Landscape Supply were procured.

Byers: Since this is in the Master Plan much of the nuts and bolts of procuring materials can be done by city staff. A conceptual plan with drawings like the Kamerin Springs planting are most beneficial to the city council.

Ruiz: Are the photos in the original document presented to city council sufficient?

Byers: A more complete visual design of the actual labyrinth would be preferred by the council.

Hilton Walker will move forward with completing the visual design.

d) Parks survey update—Smallest park name candidates

Cross: shares chart, only 21 responses so I am going to leave it open.

Byers: The city will be creating a Parks and Recreation Facebook page, which may help get more responses.

7) Council Liaison Report – Ana Byers

Email from community asks for the commission to consider noise when deciding placement of the new tennis and pickleball courts.

8) Committee Reports

a) Report from Bee City Subcommittee

June 7th Mayor read a proclamation stating that Pollinator Week will be June 19-25. The 81st Pollinator Garden will be certified shortly.

b) Report from Talent Public Art Committee

Ruiz: Nothing to report

9) TNR Suggestions

Cross suggests Dog Park Survey Results for July issue. Hector says that they must be submitted by June 23rd. Krause and Ruiz agree they can do that.

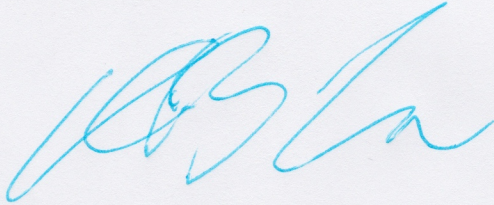
10) Items for Next Month's Agenda

Byers suggests a discussion of what a potential collaboration with Urban Forestry to train volunteers for work in city pollinator gardens may entail.

Deric Manzi notes that the minutes are not attached to agendas for past meetings since 2019. Hilton Walker directs him to Robert Slayton for specific information about skate park contractors.

11) Adjournment

At 8:09 PM

A handwritten signature in blue ink, appearing to be 'RSL', is written across the page.

1) Call to order/roll call

The meeting was called to order by Chair Charley Cross at 6:31pm

Present: Smith, Panica, Hector Flores, Slayton, Greene, Chair Cross, Councilor Byers, Krause

Absent: Hilton Walker, Ruiz

2) Consent calendar

- a. Gerlinde Smith made motion to approve, seconded by Julie Greene. No discussion
- b. Yes: 5
- c. No: 0

3) Public comment: none. Deric Manzi present

4) New Business

- a. Councilor Byers: Parks and urban forestry and how we can do community engagement with it. Plants and shrubs in areas around downtown and police station are currently being cared for by the "Garden Angels" led by Gerlinde Smith. Recruitment is through Facebook and volunteers have been forthcoming. Byers agrees that this would be a good resource for finding volunteers to work with parks and urban forestry. Cross suggested inviting Jane to next meeting to further discuss how to get assistance with volunteers (e.g., so as not to over-extend existing volunteers)
- b. Hector Flores discussed several upcoming events.
 - September 16 - Bear Creek Stewards at Lynn Newbry Park
 - September 23 - Recycle Round-up at City Hall by Together for Talent
 - October 7 - Talent Harvest FestivalHector suggested Parks Commission can be involved at these events.
Cross suggested members think of ideas for participation.

5) Staff report – public works

- a. Kamerin springs restroom is coming along. Electrical is approved. On pace for September 2023 build. Early August is when construction should commence. (side note: Brent Marshall has left post at public works, and Robert Slayton will take more admin role)
- b. Music sculpture update. Staffing issues are preventing progress
- c. Chuck Roberts bench update. Close to completion. Just needs final touches.
- d. Footprints Pathway sign and benches. Price and mock up should be available soon.
- e. Other updates: Tennis court/pickle ball. There is much public support, according to Robert Slayton, to get tennis courts fixed. Robert suggested connecting with the public about tennis court rebuild, location, etc. The discussion needs to include information about noise impact of pickleball on residential areas. It is also important to have some movement on the tennis courts now (e.g., public survey), even if skate park is first project to be done, to demonstrate we are working on both. Regarding skate park, Robert recommends getting additional bids for design. Deric Manzi chimed in, inquiring about measures taken to ensure the job is done correctly, and that attention is paid to the quality of the bids that come in. Robert explained that the job will mostly involve a 5-inch overpour, rather than a complete redo. Councilor Byers had an update on the Labyrinth project. Parks Commission should be seeking out design, sourcing, supplies,

labor, etc (this was a note from Jordan Rooklyn). Robert confirms we need the rendering, and public works can follow up on the next steps to get the project going.

6) Ongoing Business

- a. Separate email recommendation. This is a voluntary matter. If people want a separate email for Parks Commission please contact Chair Cross.
- b. Dog park subcommittee. Mark Krause provided update. Robert thought a few more responses would be helpful. Said it might be worth waiting to reach out to some more avenues. Krause explained efforts made to get the existing responses (TNR, hard copies distributed around town, QR code/flyer posted at Chuck Roberts and Bark Park)
 - i. Greene inquired about whether leashed dogs would be allowed in all areas of Chuck Roberts (the recommendation as written does not include this). There are concerns about any dogs (even leashed) in the playground and splash pad. The recommendation should be revised to state that playground and splash pad need to be specified as off limits to all dogs. Slayton confirmed this, describing how dog hair affects filtration and also would not be compatible with plans to have water recycling built into the system.
 - ii. Robert Slayton mentioned cost concerns about dog waste stations. Robert thinks one park would be feasible for funding trash and bag stations.
 - iii. Recommendation #2. New dog park. Commission is in agreement with this as a good idea. Byers confirms timing is great, because Suncrest park projects is still far off. Robert Slayton asked for clarification on where in Chuck Roberts the dog park this would go. Greene questioned whether Chuck Roberts has enough acreage to accommodate such a park. During the meeting it was established that 3.14 acres is in the soccer fields area of Chuck Roberts Park. Panica and Smith mutually stated that we are not ready for this (to vote on the motion of recommending the dog park to city council). Whether Chuck Roberts has the space for this is an issue, and some commission members are skeptical. Other locations discussed (Newberry was an idea posed by Councilor Byers). Byers will discuss ideal venues for a new dog park with city council.
- c. Labyrinth. No further discussion
- d. Parks survey update. Smallest park name candidates. "Talent Tiny Park" is the leading candidate. Motion to recommend to city council that the name is "Talent Tiny Park" made by Laura Panica, Gerlinde Smith Seconds. Motion approved unanimous.

7) Council Liaison Report. Nothing further from Ana Byers

8) Committee Reports

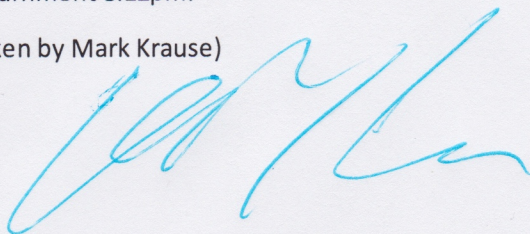
- a. Bee city subcommittee: Gerlinde Smith. Sightings of species of bee negatively affected by fire seem to be reappearing.
- b. Talent Public Arts Committee: none

9) TNR suggestions: Byers: for next month we should publish a timeline for skate parks and tennis courts, and announcement of name of new park.

10) Items for next month's agenda: revised dog park recommendations.

11) Adjournment 8:12pm:

(minutes taken by Mark Krause)



1) Call to Order/Roll Call

The meeting was called to order by Chair Cross at 6:33 pm.

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

Absent: Panica, Smith, Krause

2) Consent Calendar

a) Approval of Minutes for 12 July 2023

Greene suggests an edit to the minutes related to the amount of “available” acreage at Chuck Roberts to reflect discussion at the meeting (Item 6 b iii).

Hilton Walker made a motion to amend the minutes to reflect this change - Ruiz seconds.

Ruiz made a motion to approve the minutes with changes, seconded by Greene. No discussion.

Motion passes unanimously.

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.

Deric Manzi - present but no comment

4) New Business

Chair Cross shares that City Manager Rooklyn has resigned. There will be an acknowledgement at the September City Council Meeting.

Chair Cross also shares that Alternate Commissioner Smith has resigned due to health concerns.

Chair Cross shares that Commissioner Greene will complete her 2 year term at the December 2023 Commission Meeting and that will be her last meeting.

5) Staff Report – Public Works

a) Public Works updates

Slayton shares Public Works ideas on survey questions about the design of the new Tennis/Pickleball Courts through email, would like to get input from the commission.

Skate Park RFP has been written and is being reviewed by city attorney. It will be open for all contractor bidders for 30 days once it is approved. There will be multiple avenues for seeking bids, so there is better competition.

Byers will be writing a grant through Travel Oregon for funding the skate park and has a few questions.

i) Kamerin Springs Restroom facility - Supply chain issues will push install date to mid October.

ii) Music sculpture update - No update

iii) Chuck Roberts bench update - No update

iv) Talent Artisan Market shed update - No update

v) Footprints Pathway sign and benches - No update

vi) Other updates

There was vandalism at the Tiny Park and Public Works reviewed camera footage and a police report was filed based on camera footage.

On a sidenote, Slayton states that camera footage shows that there are multiple visitors daily to Tiny Park and they often stay 15-20 minutes, taking photos and congregating in groups.

Commissioner Greene reached out to Public Works to establish volunteer garden maintenance. Public Works is working with Hector to put out invitations via social media for volunteers to fill out applications.

Chair Cross asks Slayton about sign possibilities for Talent Tiny Park using the existing design but tiny. Slayton offered ideas based on ways to minimize vandalism.

Chair Cross questions about the timeline for the skatepark. Slayton does have one and will send it when he returns to his office.

Ruiz asks about working water fountains in Chuck Roberts.

Slayton - There are currently none. One needs minor repairs near the basketball court. One new one is ready to be installed but staffing issues have made Public Works unable to take action on those yet. He will prioritize those with PW schedulers.

Byers - LOI (Letter of Intent) for grant is due 8/18/23, unique nature of skate park, community is trying to revitalize after fires, restoring highly used existing infrastructure, up to \$100,000.

Requests a starter budget and whether to have the grant be for design or rebuild.

Slayton suggests rebuild since the design will be \$40,000-\$60K, rebuild \$200-\$250K. Slayton will get info to Byers.

Slayton leaves meeting at 7:09 pm for family engagement.

6) Ongoing Business

a) Potential collaboration with TUFC to train volunteers to care for planters and beds.

Jane Hargrove is unable to attend since she is chairing the TUFC meeting. Requests a get together with Parks Commission members to discuss further.

Ruiz and Greene are willing to discuss possibilities and report back to the commission.

b) Participation in 16 Sep Bear Creek Stewards, 23 Sep Recycle Round-up, 7 Oct Harvest Festival

Greene mentions setting up a table for these events from Parks Commission, but unsure if we have the ability to have it staffed.

Ruiz mentions having stickers or nametags "Ask me about Talent Parks and Rec".

Chair Cross suggests the Harvest Festival as the best candidate for a table. Will discuss

c) Update on Dog Park subcommittee

Ruiz reviews updated document related to Recommendation #1 from the subcommittee.

Leashed dogs "On gravel pathways only" Dogs can't be unleashed

Discusses Rooklyn states 104 responses is sufficient and greater than typical response.

Greene clarifies that dogs on leashes are only according to input received in the community on dogs in Chuck Roberts Park only. There is no community input about other parks.

Hilton Walker questions whether these recommendations should be made without the full commission in attendance.

Greene comments that the recommendations were discussed in detail by the other commissioners at the July meeting.

Ruiz notes that the community input has already been shared in TNR.

Greene makes a motion that the Talent Parks and Rec Commission recommends to city council that based on community input, leashed dogs can be allowed on pathways only in Chuck Roberts Park. No unleashed dogs will be allowed. Hilton Walker seconds.

No discussion. Unanimous passage

Ruiz reviews document related to Recommendation #2

City will make a decision if there is a more suitable location

Greene, if there were a dog park at CR, it would be on the periphery. We request the City identifies areas appropriate for the large dog park.

Hilton Walker makes a motion that the Talent Parks and Rec Commission recommends to city council to build a large dog park and retain the existing Bark Park for small dogs, based on community survey results. We request the city identifies areas where we could build a dog park at the periphery of Chuck Roberts, or another location within Talent.

Greene seconds.

No discussion. Passes unanimously.

d) Labyrinth update

Cross will introduce Hilton Walker and Jane Hardgrove via email.

e) Talent Tiny Park

i) Name approved by Council

ii) Need sign - discussed with Slayton

iii) Update Google Maps - Cross will investigate

iv) Begin Guinness Book of World Records process, Cross volunteers to proceed

Byers: it would be nice to provide a monthly visitor number for Travel Oregon

f) Skate Park update

i) Design contract

ii) Timeline

g) Tennis/Pickleball update

7) Council Liaison Report – Ana Byers

Council is ready to hear more about Dog Park updates and discussion. The commission has done a good job responding to community needs.

Cross shares that Mayor Darby often praises the commission

8) Committee Reports

a) Report from Bee City Subcommittee

Greene - Xerxes Society Native habitat planting kit will be passed out at Talent Community Center 10/12 and 10/13, possibly 10/14 from 10 am - 2 pm

Oregon Department of Forestry has elected Talent to be Tree City of the year for 2023.

b) Report from Talent Public Art Committee

TPAC members will be providing music for Play Music on the Porch day on 8/26.

9) TNR Suggestions

a) Talent Tiny Park news

Cross - It will be nice to provide feedback to the community about their input.

Greene - table at Talent Tiny Park during the Harvest Festival could be appropriate.

b) Parks timeline

One or both of Skatepark or Tennis/Pickleball

Hilton Walker - is it premature to list dates?

Ruiz - maybe a list of upcoming parks improvements (Kamerin Springs Bathroom, skatepark

Byers - it could be a process outline, chronology of events without dates

Other ideas:

Greene - Be on the lookout for a survey about Tennis and Pickleball

Greene - open positions on the commission

Byers - work with Hector to create more individual social media posts related to Commission actions and members

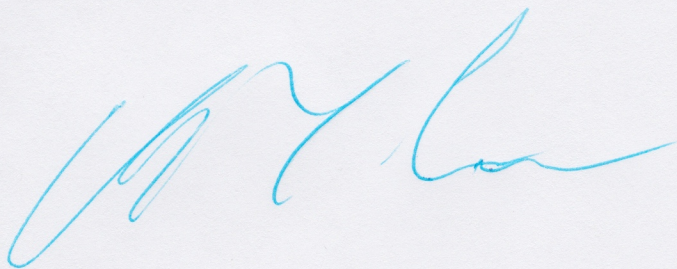
10) Items for Next Month's Agenda

Hilton Walker - How do we support more specific recreation opportunities

Ruiz is passing along list of volunteers to Chair Cross

11) Adjournment

At 8:20 pm.

A handwritten signature in blue ink, appearing to be 'Hilton Walker', is written across the lower middle of the page.

1) Call to Order/Roll Call

Called to order by Chair Cross at 6:31.

Present: Chair Cross, Greene, Krause, Hilton Walker, Ruiz, Superintendent Slayton, Councilor Byers, City Manager Humphrey

Absent: Panica

2) Consent Calendar

a) Approval of Minutes for 9 August 2023

Greene moves to approve, Ruiz seconds.

No discussion, 4 approve, 1 abstain (Krause, not in attendance at last meeting), motion passes.

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.

Deric Manzi present, no comment.

4) New Business

a) TUFC questionnaire

Greene notes there is a survey about the tree canopy by TUFC. TUFC requests P&R commissioners complete the survey. Available in TNR.

b) Recreation ideas, eg yoga & c) Ana: community survey, eg corn hole

Chair Cross invites Councilor Byers to discuss. Councilor Byers defers to the commission.

Byers notes there is no requirement for the commission to present recreation opportunities.

There is community interest, though.

Greene suggests we table the discussion until January based on weather and many activities already in place.

Byers may need more time and a survey on community interests in order to make it into the city budget cycle.

Ruiz concurs possibly make available at Harvest Festival P&R table.

Slayton previous commission has purchased a lot of sporting/recreation equipment, at public works in the water plant.

Ruiz notes that the commission has asked for an inventory, but it is not available from public works staff. Ruiz offers to come make an inventory. Slayton accepts.

Byers suggests the November meeting, as there are events at the end of October to gather input. Suggests starting simple, such as utilizing the already purchased disc golf equipment.

Slayton suggests changing agenda to have discussion with City Manager Tom Humphrey.

c) Update on Dog Park subcommittee

Cross: Update to ordinance based on Recommendation #1 has been passed on to city attorney.

Krause: City council discussion went smoothly, pleased that the focus on just Chuck Roberts Park for the changes was clear. Other parks will likely be dog-free.

Recommendation #2, city council directed city staff to work with P&R commission to better define the master plan for Chuck Roberts Park based on the recent actions of the commission.

Greene: What is the status of Little League lease on fields?

Humphrey: A concept will take time, but design process could be fun and collaborative.

Slayton: Shares image of aerial view of Chuck Roberts.

Little League does not currently have an update. LL board meeting 10/2 will be attended by Slayton. LL fears that agreement with PTSD may not be long-term. Lease ends in 2025, and they don't seem likely to give up the lease.

A dog park will probably need to be in a different location based on this, 2026 would be earliest.

High water table at current tennis court location will make maintenance of a dog park difficult.

Cyclone fencing is extremely expensive.

Ruiz: what about between LL fields and rail road tracks? Slayton: Overflow parking for LL.

In Kamerin Springs? Less than half an acre

Discussion of location of pickleball courts. Slayton: there are products to deaden the sound.

Humphrey: Dog "walk" vs. a dog park? Something to consider.

Humphrey exits at 7:11

Krause: uncertainty of Little League fields makes developing a long term plan for CR difficult.

Greene: What is the best use of the high water table space where current tennis courts are?

Slayton: Anything that requires structure is problematic. The plan for a toddler playground works well.

Cross: Would moving the new pickleball courts to farther from homes make a big difference in sound?

Slayton: a minor difference, the barrier is most important.

Hilton Walker: Line of sight is biggest factor in noise impact, barrier makes the biggest impact.

Ruiz: Dogs off leash is the biggest issue and the point of the survey, and this is still a problem at CR.

Byers: How much space is recommended.

Ruiz: ¾ to 1 acre.

Cross: Are the soccer fields utilized?

Hilton Walker: Yes, regularly used for soccer and ultimate frisbee.

Byers: It seems that a dog park being built is a long ways off no matter what decision is made.

Krause: Support from law enforcement is needed.

Byers: Consider the longer term plan for Chuck Roberts since there is not a short term solution.

Ruiz: (question to Slayton) What is the enforcement issue?

Slayton: Police educate more than enforce when they see it. But it is not a priority for the police.

Cross: Does the Little League lease automatically renew?

Slayton: It would need city council approval.

Cross: Two councilors have mentioned city has expressed tentative interest in affordable housing in some portion of ball field area.

Byers: Does Little League pay for water? Slayton: Yes. City water.

Byers: Water rates are rising soon, that may impact their decision.

Hilton Walker: LL is a big recreation activity for the city.

Greene: Also one of the few large green spaces available for humans.

Ruiz: What is the possibility of more permanent signage if ordinance is changed?

Slayton: Signs will have to be changed regardless, so adding a few more would not be a problem.

Greene: Deadlines?

Slayton: Only to complete tennis ball courts by August 2025 for ARPA funding. Getting a survey out regarding tennis/pickleball sooner rather than later is recommended.

g) Tennis/Pickleball update

Slayton provided a possible survey based on examples from other communities.

Cross suggests discussing the survey in October, gather input at October events and finalize survey at November meeting for December TNR submission. Commission agrees.

5) Staff Report – Public Works

a) Public Works updates

i) Kamerin Springs Restroom facility - will be delivered on October 9th, working with RVSS to waive fees. Should be ready by mid October.

ii) Music sculpture update–none.

iii) Chuck Roberts bench update

iv) Footprints Pathway sign and benches - Sign is being manufactured and will be installed soon. Ruiz confirmed the name “Pathway” not “Pathways”

v) Talent Tiny Park sign - Brass body embossed sign could be placed in a hexagonal brick, or on the wall nearby. Match the font of other city parks. “Talent Tiny Park , 2022”

vi) Other updates - Damage to cover over the stage, had to be sent off for repair, hopefully will be back by Harvest Festival.

- No other updates based on staff occupied by Harvest festival and several water leaks.

6) Ongoing Business

a) Potential collaboration with TUFC to train volunteers to care for planters and beds.

No updates.

b) Participation in 7 Oct Harvest Festival–table?

Hector Flores will facilitate a vendor spot. Julie Greene and Hilton Walker volunteer to person the table.

Krause left at 8:03 pm.

d) Labyrinth update

Hilton Walker, Ruiz and Jane Hardgrove will meet soon to proceed with design plan.

e) Talent Tiny Park

i) Google Maps update -

Cross worked hard and it has gone live. Searches direct to it on the map.

ii) Guinness update -

Cross: More difficult to apply as an organization than an individual, and a significant cost. Will need to discuss with city staff whether the cost is worth it.

f) Skate Park update - RFP for Design/build contract has been written and is being reviewed for corrections. It will then be out to the public with a 30 day turnaround. Bids will be reviewed and then presented to city council for award.

Byers: Can we put out an FAQ in the Flash in TNR?

Slayton: Yes, that can easily be done, but it will be less in depth until awarded.

Point of order: Councilor Byers reminds the public that direct messages in the chat to a particular member are akin to shouting out a comment in a public meeting.

7) Council Liaison Report – Ana Byers

Mostly focused on the dog park recommendations and has been discussed.

8) Committee Reports

a) Report from Bee City Subcommittee

Pollinator garden 82 has been certified.

Xerxes Society distributed pollinator kits recently.

b) Report from Talent Public Art Committee

Trying to get people into City Hall to see the art on display. A new artist will be on display October 9th.

9) TNR Suggestions

Slayton will write about skate park RFP. Cross will write about Talent Tiny Park.

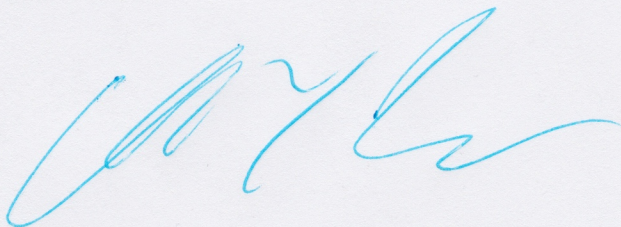
Ruiz: Should we talk about the follow through of the dogs survey with city council? Not necessarily right now, but I want to make sure it is not forgotten. Commission agrees in good time when there is resolution from the city council.

10) Items for Next Month's Agenda

Jane Hardgrove from TUFC would like to present a plan for Summer Place wetland.

11) Adjournment

At 8:18.

A handwritten signature in blue ink, appearing to be 'A. Byers', is written across the bottom of the page.



City Council Agenda Report

Meeting Date: February 21, 2024 **Staff Contact:** Tessa DeLine, Finance Director
Department: Finance **E-Mail:** TDeLine@cityoftalent.org
Staff Recommendation: Approval **Estimated Time:** 20 minutes

OVERVIEW

This staff report applies to the following resolutions:

- Resolution No. 2024-085-R – Establishing a Fee Schedule for Water Rates
- Resolution No. 2024-086-R – Establishing a Fee Schedule for Water System Replacement Fees
- Resolution No. 2024-085-R – Establishing a Temporary Schedule for Water Connection Fees

RESOLUTION No. 2024-085-R – Establishing a Fee Schedule for Water Rates

RECOMMENDATION

A motion to adopt Resolution No. 2024-085-R. Establishing a Fee Schedule for Water Rates (Option Four)

BACKGROUND

In 2023, the City of Talent contracted with HDR, Inc. to conduct a Water Rate Cost Study for the Water Fund. A rate study is recommended to be conducted every five years to ensure that the City will have sufficient water revenues to meet the ongoing operational, long-term debt, and capital obligations.

City staff worked closely to assist HDR, Inc. to produce a comprehensive review of the City's water utility rates including an extensive review of current water rates including present and future operational, long-term debt service and capital costs for the Water Fund. The desired outcome of this study was to ensure that water rates are sufficient to cover costs associated with ongoing maintenance and operations of the water utility along with wholesale water costs. The rates should also fund anticipated capital improvement costs while supporting debt obligations and maintaining a minimum of 90 days of operating reserves. HDR, Inc. conducted three presentations to the City Council. First, on November 15th, 2023, the second on January 29th and the third on February 7th 2024.

On February 7th, 2024, the City Council narrowed its selection to a **new** option four that is similar in nature to option three but with a larger Water System Replacement Fee in the earlier years of implementation to fully fund water system Capital Improvement Projects (that are currently known).

Rate Study Overview

The key purpose of the study includes:

- Provide an adequate level of rate revenue to operate and maintain the City’s water utility.
- Develop the study using generally accepted methodologies tailored to the City’s unique customer characteristics.
- Develop cost-based water rates that are fair, equitable, and in proportion to the cost of providing service to the City’s customers.
- Reflect prudent financial planning criteria.
 - Maintain target debt service coverage (DSC) ratio.
 - Prudent rate funding of capital.
 - Meet target reserve balances.

Findings and Recommendations

The revenue analysis as part of the study concludes that current water rates are insufficient to meet revenue requirements for the fiscal years 2023-24 through 2033-34. Current water rates are unable to keep pace with increasing operating, capital improvement costs, wholesale water purchase costs, and debt service obligations. Below are comparisons of the different water rate alternatives utilizing average Single Family Residential household water consumption.

| Single Family Residential Account 6,000 Gallon Consumption Side by Side Comparison | | | |
|---|----------------|----------------------------------|----------------|
| Current Rates | | Proposed Rates (Option 4) | |
| 3/4" X 5/8" Meter Base Rate | 22.07 | 3/4" X 5/8" Meter Base Rate | 22.07 |
| 3,001-6,000 Gallons | 16.71 | 0 - 5,000 Gallons | 13.25 |
| 6,001-9,000 Gallons | - | 5,001 - 12,000 Gallons | 5.15 |
| > 9,000 Gallons | - | > 12,000 Gallons | - |
| Water System Replacement Fee | n/a | Water System Replacement Fee | 3.10 |
| Total | \$38.78 | Total | \$43.57 |

Proposed multiyear rate adjustments are as follows:

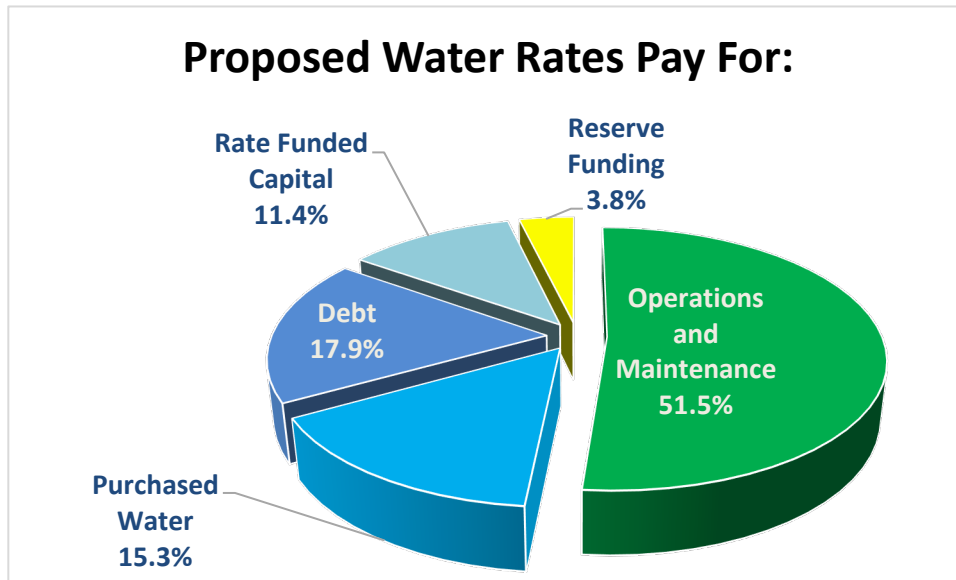
| Proposed Rate Adjustments | | | | |
|----------------------------------|---------|---------|---------|---------|
| 2023-24 | 2024-25 | 2025-26 | 2026-27 | 2027-28 |
| 13.5% | 13.5% | 8.5% | 8.5% | 4.5% |

FISCAL IMPACT

The Water Rate Cost of Service Study has identified insufficient revenues in the Water Fund. HDR, Inc. is recommending customer rate increases to address the projected revenue deficiencies in

funding the necessary operating expenses, capital expenses, debt service expenses, and reserve requirements.

The proposed water rates are used to pay for the following:



OPTIONS

The Council had the following alternatives to consider:

- **Status Quo:** Maintaining four tier consumption (all customers) with no charge for gallons consumed in the first tier along with a transition of the fixed meter charge to the AWWA weighting.
- **Option One:** Maintaining four tier consumption (all customers) and charge for gallons consumed in the first tier along with a transition of the fixed meter charge to the AWWA weighting.
- **Option Two:** Creating three tier consumption for Single-Family Residential and a uniform consumption charge for Multi-Family Residential, Commercial and Irrigation. Transition of the fixed meter charge to the AWWA weighting.
- **Option Three:** Same as Option Two plus a **fixed fee** designed to fully fund Capital Improvement Projects.
- **Option Four (NEW):** Same as Option Three but with a **larger fixed fee** in the earlier years of implementation to fully fund Capital Improvement Projects. This was the direction of the City Council at the February 7th, 2024 meeting.

POTENTIAL MOTION

I move to approve Resolution Number 2024-085-R establishing a fee schedule for water rates and rescinding Resolution Number 2023-060-R.

ATTACHMENTS

Resolution Number 2024-085-R and Exhibit A.

RESOLUTION No. 2024-086-R – Establishing a Fee Schedule for Water Replacement Fees

RECOMMENDATION

A motion to adopt Resolution No. 2024-086-R. Establishing a Fee Schedule for Water Replacement Fees (Option Four). The Talent City Council indicated that it wanted this fee schedule to be placed on a separate resolution.

BACKGROUND

On February 7th 2024, the City Council provided direction to staff to move forward with Option Four Establishing a Fee Schedule for Water Rates. This will allow for increased transparency with transfers between the Water Fund and water-related capital projects in the Capital Improvement Fund and ensures that the water revenues go to its intended purpose (Capital Projects) and not to items such as Operations and Maintenance or Debt Service.

FISCAL IMPACT

Adopting Resolution No. 2024-086-R will help to fund Water System Capital Projects.

POTENTIAL MOTION

I move to approve Resolution Number 2024-086-R – Establishing a Fee Schedule for Water Replacement fees.

ATTACHMENTS

Resolution Number 2024-086-R

RESOLUTION No. 2024-087-R – Establishing a Temporary Fee Schedule for Water Connection Fees

RECOMMENDATION

A motion to adopt Resolution No. 2024-087-R – Establishing a Temporary Fee Schedule for Water Connection Fees.

BACKGROUND

These fees were included in Resolution 2023-060-R that has/or will be rescinded. The purpose is to keep fees in place until the fees are reevaluated. These fees have NOT CHANGED. It is expected that updated fees will be brought forth to the Talent City Council in the 2024 fiscal year.

POTENTIAL MOTION

I mover to approve Resolution Number 2024-087-R Establishing a Temporary Schedule for Water Connection Fees.

ATTACHMENTS

Resolution Number 2024-087-R

RESOLUTION NO. 2024-085-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TALENT, OREGON, ESTABLISHING A FEE SCHEDULE FOR THE CITY OF TALENT WATER RATES AND RESCINDING RESOLUTION NO. 2023-060-R

WHEREAS, it is the intention of the City of Talent to adjust water rates to reflect an increase in costs associated with operating a water utility that include items such as Operations and Maintenance, Wholesale Water, Debt Service, Rate Funded Capital, and Reserve Funding; and

WHEREAS, the City of Talent contracted with HDR, Inc. to assist the City by conducting a five-year rate study and preparing a methodology for setting rates that are fair and equitable among all customer groups and classes; and

WHEREAS, after reviewing the rate study and methodology set forth by HDR, Inc., the City Council selected one of four options presented and determined that said rate increases are necessary.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TALENT, OREGON, as follows:

- Section 1.** Recitals. That the foregoing recitals are true and correct to the best of our knowledge.
- Section 2.** Declaration of City. The fee schedule for water rates for users of the City Water System Inside and Outside the City of Talent, a copy of which is marked Exhibit A, attached hereto, and incorporated by reference as if fully set forth herein, shall take effect on or about March 1 of each year for the service period invoiced on the April billing statement.
- Section 3.** Rescinding of Previous Resolutions. Resolution No. 2023-060-R and all prior resolutions setting water rate schedules are rescinded.
- Section 4.** Effective Date of Resolution. This resolution shall take effect immediately upon its adoption by the City Council.

Duly enacted by the City Council in open session on the 21st of February 2024, by the following vote:

AYES:

NAYES:

ABSTAIN:

ABSENT:

Attest:

Hector Flores, Interim City Recorder

EXHIBIT A – FEE SCHEDULE FOR WATER RATES

- 1) Inside City Limits: For each month or fraction thereof during which the City furnishes water services, the minimum monthly rate shall be charged as follows:

| Fixed Charge - Inside City | | | | | | |
|---|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Meter Size | Present Rates | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
| 3/4 | \$22.07 | \$22.07 | \$24.50 | \$26.50 | \$28.50 | \$29.00 |
| 1" | 48.04 | 45.80 | 48.36 | 49.63 | 50.48 | 48.43 |
| 1 1/2" | 91.32 | 87.75 | 93.46 | 96.81 | 99.51 | 96.57 |
| 2" | 191.01 | 176.33 | 179.46 | 176.49 | 170.86 | 154.57 |
| 3" | 329.50 | 307.74 | 317.47 | 317.26 | 313.10 | 290.00 |
| 4" | 485.30 | 461.82 | 486.61 | 498.14 | 505.41 | 483.43 |
| 6" | 918.11 | 881.61 | 938.15 | 970.91 | 997.04 | 966.57 |
| Consumption Charge - Inside City | | | | | | |
| Gallonage | Present Rates | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
| 0 - 3,000 | \$0.00 | -- | -- | -- | -- | -- |
| 3,001 - 6,000 | 5.57 | -- | -- | -- | -- | -- |
| 6,001 - 9,000 | 6.11 | -- | -- | -- | -- | -- |
| 9,000 + | 6.63 | -- | -- | -- | -- | -- |
| Residential | | | | | | |
| 0 - 5,000 | -- | \$2.65 | \$3.11 | \$3.30 | \$3.75 | \$3.85 |
| 5,001 - 12,000 | -- | 5.15 | 6.04 | 6.41 | 7.29 | 7.48 |
| 12,000 + | -- | 8.02 | 9.41 | 9.98 | 11.35 | 11.65 |
| Multi-Family | | | | | | |
| All Use | -- | \$6.50 | \$7.63 | \$8.09 | \$9.20 | \$9.44 |
| Commercial | | | | | | |
| All Use | -- | \$5.95 | \$6.98 | \$7.41 | \$8.42 | \$8.64 |
| Irrigation | | | | | | |
| All Use | -- | \$7.50 | \$8.80 | \$9.34 | \$10.61 | \$10.90 |

- 2) Outside City Limits: For water service users outside of the City limits, the water rates and deposit amounts shall be charged as twice the amount of the inside city limits rate.

| Fixed Charge - Outside City | | | | | | |
|--|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Meter Size | Present Rates | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
| 3/4 | \$44.14 | \$44.14 | \$49.00 | \$53.00 | \$57.00 | \$58.00 |
| 1" | 96.08 | 91.60 | 96.72 | 99.26 | 100.96 | 96.86 |
| 1 1/2" | 182.64 | 175.50 | 186.92 | 193.62 | 199.02 | 193.14 |
| 2" | 382.02 | 352.66 | 358.92 | 352.98 | 341.72 | 309.14 |
| 3" | 659.00 | 615.48 | 634.94 | 634.52 | 626.20 | 580.00 |
| 4" | 970.60 | 923.64 | 973.22 | 996.28 | 1,010.82 | 966.86 |
| 6" | 1,836.22 | 1,763.22 | 1,876.30 | 1,941.82 | 1,994.08 | 1,933.14 |
| Consumption Charge - Outside City | | | | | | |
| Gallonage | Present Rates | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
| 0 - 3,000 | \$0.00 | -- | -- | -- | -- | -- |
| 3,001 - 6,000 | 11.14 | -- | -- | -- | -- | -- |
| 6,001 - 9,000 | 12.22 | -- | -- | -- | -- | -- |
| 9,000 + | 13.26 | -- | -- | -- | -- | -- |
| Residential | | | | | | |
| 0 - 5,000 | -- | \$5.30 | \$6.22 | \$6.60 | \$7.50 | \$7.70 |
| 5,001 - 12,000 | -- | 10.30 | 12.09 | 12.83 | 14.57 | 14.96 |
| 12,000 + | -- | 16.04 | 18.82 | 19.97 | 22.69 | 23.30 |
| Multi-Family | | | | | | |
| All Use | -- | \$13.00 | \$15.26 | \$16.19 | \$18.40 | \$18.89 |
| Commercial | | | | | | |
| All Use | -- | \$11.90 | \$13.97 | \$14.82 | \$16.84 | \$17.29 |
| Irrigation | | | | | | |
| All Use | -- | \$15.00 | \$17.60 | \$18.68 | \$21.23 | \$21.79 |

- 3) Deposit for Service: A deposit of \$75.00 shall be charged for each customer served by the Water Department. In the event a customer's service is disconnected due to delinquency, and/or the deposit is depleted when applied to the account, a new deposit shall be required prior to service being restored.

RESOLUTION NO. 2024-086-R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TALENT, OREGON,
ESTABLISHING A FEE SCHEDULE FOR THE CITY OF TALENT WATER SYSTEM
REPLACEMENT FEE**

WHEREAS, it is the intention of the City of Talent to ensure the renewal and replacement of its Water facilities and infrastructure; and

WHEREAS, the City of Talent contracted with HDR, Inc. to assist the City by conducting a five-year rate study and preparing a methodology for setting rates that are fair and equitable among all customer groups and classes; and

WHEREAS, establishing a Water System Replacement Fee is a transparent method to make sure that water revenue transfers occur from the Water Fund to the Capital Improvement Fund for Water Capital Projects.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TALENT, OREGON,
as follows:**

- Section 1.** Recitals. That the foregoing recitals are true and correct to the best of our knowledge.
- Section 2.** Use of Proceeds. The use of the Water System Replacement Fee shall be used for new water utility capital projects and for no other purpose.
- Section 3.** Declaration of City. The fee schedule for the Water System Replacement Fee, a copy of which is marked Exhibit A, attached hereto, and incorporated by reference as if fully set forth herein, shall take effect on or about March 1 of each year for the service period invoiced on the April billing statement.

Duly enacted by the City Council in open session on the 21st of February, 2024, by the following vote:

AYES: NAYES: ABSTAIN: ABSENT:

Attest:

Hector Flores, Interim City Recorder

EXHIBIT A – SCHEDULE FOR WATER SYSTEM REPLACEMENT FEE

1) Inside City Limits: For each month or fraction thereof during which the City furnishes water

| Meter Size | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3/4" | \$3.10 | \$4.10 | \$5.10 | \$6.00 | \$6.00 |
| 1" | \$6.43 | \$8.09 | \$9.55 | \$10.63 | \$10.02 |
| 1 1/2" | \$12.33 | \$15.64 | \$18.63 | \$20.95 | \$19.98 |
| 2" | \$24.77 | \$30.03 | \$33.97 | \$35.97 | \$31.98 |
| 3" | \$43.23 | \$53.13 | \$61.06 | \$65.92 | \$60.00 |
| 4" | \$64.87 | \$81.43 | \$95.87 | \$106.40 | \$100.02 |
| 6" | \$123.83 | \$157.00 | \$186.85 | \$209.90 | \$199.98 |

services, the rate shall be charged as follows.

2) Outside City Limits: For water service users outside of the City limits, for each month or fraction thereof during which the City furnishes water services, the rate shall be charged as follows.

| Meter Size | March 2024 | March 2025 | March 2026 | March 2027 | March 2028 |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 3/4" | \$6.20 | \$8.20 | \$10.20 | \$12.00 | \$12.00 |
| 1" | \$12.87 | \$16.19 | \$19.10 | \$21.26 | \$20.04 |
| 1 1/2" | \$24.65 | \$31.28 | \$37.26 | \$41.90 | \$39.96 |
| 2" | \$49.54 | \$60.06 | \$67.93 | \$71.94 | \$63.96 |
| 3" | \$86.45 | \$106.25 | \$122.11 | \$131.83 | \$120.00 |
| 4" | \$129.74 | \$162.86 | \$191.74 | \$212.81 | \$200.04 |
| 6" | \$247.66 | \$313.99 | \$373.71 | \$419.81 | \$399.96 |

RESOLUTION NO. 2024-087-R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TALENT, OREGON,
ESTABLISHING A TEMPORARY SCHEDULE FOR WATER CONNECTION FEES**

WHEREAS, it is the intention of the City of Talent to continue its fee schedule for Water Connection Fees; and

WHEREAS, these fees are the same as in the rescinded Resolution 2023-060-R; and

WHEREAS, these fees will reevaluated in the 2024 year and will be brought back to the Talent City Council for consideration.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TALENT, OREGON,
as follows:**

Section 1. Recitals. That the foregoing recitals are true and correct to the best of our knowledge.

Section 2. Declaration of City. The fee schedule for water connection fees for users of the City Water System Inside and Outside the City of Talent, a copy of which is marked Exhibit A, attached hereto, and incorporated by reference as if fully set forth herein, is effective immediately.

Section 4. Effective Date of Resolution. This resolution shall take effect immediately upon its adoption by the City Council.

Duly enacted by the City Council in open session on the 21st of February, 2024, by the following vote:

AYES: NAYES: ABSTAIN: ABSENT:

Attest:

Hector Flores, Interim City Recorder

EXHIBIT A – FEE SCHEDULE FOR WATER CONNECTIONS

Connection Charge: The basic water service connection charge is set as follows:

| Meter Size | New Construction with a dry main and no asphalt or curb/gutter | Pre-existing live main with an asphalt road and/or curb/gutter, or improved right-of way |
|-------------------|---|---|
| 3/4" x 5/8" | \$ 600.00 | \$ 2,000.00 |
| 1" | \$ 700.00 | \$ 2,150.00 |
| 1.5" | \$ 2,000.00 | \$ 2,900.00 |
| 2" | \$ 2,400.00 | \$ 3,250.00 |

All these rates apply unless excessive digging is required. Pipe over 40 feet shall be charged extra. For meters over 2", the charge shall be determined by the City of Talent. For any water meter installed on property located outside of the City limits, an additional charge of \$150.00 shall be made.



City Council Agenda Report

| | | | |
|------------------------------|---------------------|------------------------|----------------------------|
| Meeting Date: | February 21, 2024 | Staff Contact: | Gary Milliman |
| Department: | Urban Forestry Com. | E-Mail: | gmilliman@cityoftalent.org |
| Staff Recommendation: | None | Estimated Time: | 10 mins. |

ISSUE BEFORE THE COUNCIL

Review and approve plan for 2024 Arbor Day event.

BACKGROUND

The Urban Forestry Committee is recommending that the City conduct an expanded event for Arbor Day on April 14, 2024. The initial recommendation was made at their meeting of January 21, 2024. Staff has been working to identify and resolve potential logistical and coordination issues associated with the proposed event to enable the Council make an informed decision as to whether to approve the UFC recommendation.

The event would involve the planting of some 60 along both sides of Arnos Street immediately adjacent to the Talent Mobile Estates (TME). Part of the event would be to invite arbor related organizations to set up information booths along the street, and invite a food truck to stage in a nearby parking lot., making this a working-informational-festive event. As trees would be planted on both sides of the street and booths would be present, the Committee and staff are recommending that the street be closed for four hours on the day of the event for public safety purposes and to facilitate staging of the activity (the road closure may actually be 5-6 hours to allow time for setting up/taking down barricades). Because Arnos Street is the sole access to TME and several individual residential properties, traffic control by certified flaggers (City Public Works employees) will be required, and flaggers would be compensated at an overtime rate because the event is being held on a Sunday.

The cost of the trees is proposed to be funded from the OWEB appropriation. However, the subject location was not designated as an OWEB project site. Staff has received preliminary approval from OWEB to relocate up to 60 of the OWEB-funded trees to this site. The City will need to submit a letter to OWEB demonstrating how the new location will meet the OWEB criteria.

Staff has also consulted with the owner's representative, architect and construction manager at the TME. They report that the irrigation system that will ultimately serve all of the trees on the site, including the trees between the sidewalk and the mobile park perimeter fence, will not be completed until July; and that the area proposed for the street trees is currently occupied by a construction security fence; they recommended that the tree planting on the TME side of the street be delayed until the irrigation system is functional. The TME construction manager also

expressed concern with the Arbor Day plan as their construction security fence currently occupies the area designated for tree planting, and they have concern about the impact of tree roots on the foundation of the perimeter wall. They will explore the depth of the wall foundation. The architect for TME also questioned the status of the landscape plan they were required to submit and that was approved by the Planning Commission. Trees for this location in the approved landscape plan are more linear in profile than the trees proposed by UFC.

A review of the UFC planting plan was scheduled for the UFC meeting of February 14, and a plan prepared by a UFC member was presented; however, there was no quorum. Staff presented the landscaping plan prepared by the TME architect and will provide a copy of the planting plan prepared by UFC members to the TME architect for review. UFC members who were present at the February 14 meeting indicated that the tree planting along the wall could include a root barrier, and that Plant Oregon had indicated that they would install the irrigation system for this area now and connect it to the nearest water line serving the TME until the new irrigation system is completed. These items have not been vetted with TME management.

The goal of the event as proposed is to create a higher profile Arbor Day commemoration that would involve active participation in multiple tree planting by members of the community.

The overtime cost for the event is estimated at \$600.00. There would be some incidental costs associated with renting barricades. Staff would also be assigned to deal with event logistics, follow-up with TME management, insurance (i.e. exhibitors and every person involved in tree planting would need to execute a volunteer form), securing final OWEB approval. Note that the UFC has fully expended its budget allocation.

Staff had also initiated preliminary planning for a smaller scale Arbor Day event on the City Hall grounds.

RECOMMENDATION

The Urban Forestry Committee has recommended approval of their plan to undertake an Arbor Day event as described above for April 14, 2024. Staff recommends the Council tentatively approve, subject to resolving plant selection, irrigation, OWEB, and adjacent property owner logistical matters, the Arbor Day event proposed by the Urban Forestry Committee.

POTENTIAL MOTIONS

Motion to tentatively approve, subject to resolving plant selection, irrigation, OWEB and fencing logistical matters, the April 14, 2024, Arbor Day event as proposed by the Urban Forestry Committee and direct staff to provide necessary logistical support; and to report back to the Council concerning any unresolved logistical matters.

or

Motion to direct staff to work with the UFC in planning a smaller Arbor Day commemorative event, which may involve installation of trees on the non-TME side of Arnos Street.



City Council Agenda Report

| | | | |
|------------------------------|-------------------|------------------------|----------------------------|
| Meeting Date: | February 21, 2024 | Staff Contact: | Gary Milliman |
| Department: | City Manager | E-Mail: | gmilliman@cityoftalent.org |
| Staff Recommendation: | Direction | Estimated Time: | 10 mins. |

ISSUE BEFORE THE COUNCIL

Events at City Hall lobby

BACKGROUND

The Public Arts Committee is planning an “Open Gallery at Talent City Hall” event on March 9, 2024, to showcase the local artwork that is on display at City Hall lobby. As the Public Arts Committee is a City-authorized group of volunteers, no formal use permit would be required, as would be the case with an organization that would be, for example, renting space in the Community Center.

Only access to the lobby would be available for this Saturday event, and the City Council liaison would supervise opening and closing of the building. A question has arisen as to the possibility of serving wine at the event. The Rules and Regulations for the Community Center do allow serving beer, wine and champagne, but this issue is not addressed in any written policy with respect to the use of the City Hall lobby or grounds.

Wine would need to be served by a third party who possesses the necessary OLCC permits; City employees and/or volunteers should not be performing this function. The Community Center regulations also require a security officers from a bonded company to be present at the event.

The question is: Should the City allow for the serving of beer, wine and/or champagne during events at the City Hall lobby or in the garden area in front of City Hall? Outdoor service is more difficult to regulate and OLCC generally requires an area where minors are excluded.

RECOMMENDATION

Alternative Recommendations:

- Authorize the serving of beer, wine and/or champagne at events held at the City Hall lobby under the same terms and conditions as is currently permitted for the Community Center, and direct staff to develop rules and regulations for said use.
- Direct that no alcoholic beverages be served in the City Hall building at any time.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

- Authorize the serving of beer, wine and/or champagne at events held at the City Hall lobby under the same terms and conditions as is currently permitted for the Community Center, and direct staff to develop rules and regulations for said use.
or
- Direct that no alcoholic beverages be served in the City Hall building at any time.

ATTACHMENTS

Rules and Regulations for Use of the Community Center.

City of Talent

Rules and Regulations for Use of the Community Center

1. **Use:** The Community Center is available for rental for community uses. In cases of schedule conflict, residents of Talent will be given rental priority over other users, at the discretion of the City. The City of Talent shall maintain full authority to determine the priority for users and use of the building.
2. **Scheduling:** Scheduling of rental use shall take place via email to finance@cityoftalent.org. Any conflict or questions regarding qualified use, scheduling and fees for the use of the Community Center will be resolved by the City Manager.
3. **Activities:** Non-profit civic, charitable, educational or fraternal organizations may hold fund raising events; however, such events shall conform to City and State regulations.
 - The room(s) will be used solely for the activities stated within the rental application. The “responsible party” shall not assign the rental agreement nor make any alterations without the written consent of the City. Violations of this provision shall result in a forfeiture of all fees and deposits paid to the City.
 - **Please remember that the Community Center may have multiple renters on the same day. There is to be no use of the shared common areas, unless negotiated prior to event.**
 - **ALL Decorations must be pre-approved. There is to be nothing attached to the partition between rooms A & B.**
 - **ALL Renters will provide their own set-up**
4. **Restricting Use:** The City shall have the authority, to limit the number and/or frequency of a particular user, or to cancel, or prohibit use of the Center for reasonable cause, including, but not limiting to the following:
 - Misuse of the building including but not limited to posting tape or decorations without prior approval, scratches on floors and walls, or damage to furniture or equipment in common areas and bathrooms or tables in chairs in all rooms
 - Abuse of the building or facilities
 - Evidence that there is an inability to control activities
 - Evidence of noise or misconduct complaints
5. **Building Access:** The Community Center will be available for access at the time reserved and keys will be available at City Hall the day of the event. If the event is on Saturday or Sunday, keys must be picked up no later than 12pm on the Friday before the scheduled date of use. City Hall hours are Mon.-Thurs 8:30am-4:30pm & Fri 8:30am-12pm. If returning the key after hours, please use the utility drop box located in the front of City Hall. If the key is lost, the City must be notified immediately. The Renter will be charged for a replacement.
6. **AT NO TIME SHALL EGRESS OR INGRESS BE BLOCKED.** INERIOR DOORS WITH EXIT SIGNS WILL REMAIN UNLOCKED AND FREE OF OBSTRUCTIONS AT ALL TIMES. THE SAME RULES APPLY TO ADA ACCESS DOORS, FIRE EXTINGUISHERS AND AED CABINET. EXTERIOR DOORS SHALL NOT BE PROPPED OPEN AT ANY TIME EXCEPT AS NEEDED DURING SET-UP AND CLEAN-UP AND IF THERE IS A PERSON PRESENT AT THE OPEN DOOR TO MAINTAIN SECURITY.
7. **Community Center Rental Agreement:** All users will be required to complete a Community Center Rental Agreement and Sign the Rules & Regulations.
8. **Deposits:** A deposit shall be required of all users when the rental agreement is issued. This deposit is refundable, provided that no cleaning or repairs, beyond normal wear and tear, are required as a result of the use by the applicant. Additional deposits will be required for alcohol and kitchen use, these deposits are also refundable based on the same criteria.
9. **Clean Up: The Center or individual rooms shall be left clean, and furnishings returned to original placements. Cleaning must be completed the day of the event. Should it be necessary to either clean or repair the facility after use due to the failure of the user(s) to do so, the costs will be deducted from the security deposit on file. If the costs for clean-up exceed the amount of the deposit, the user(s) shall reimburse the City for all additional costs incurred.**
10. **Smoking:** Smoking of any kind in the facility, on the patio, and on the grounds is prohibited at all times. (Including E-cigarettes and cannabis-related products.)
11. **Alcohol:** Possession, use, or sale of alcoholic beverages is permitted in the Center only under the following conditions:
 - Alcohol use is limited to beer, wine and champagne.
 - A proper liquor license is obtained prior to the event and a copy of such is provided to the City.

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

- A licensed server is in charge of the distribution of alcohol.
- All parties agree that the facility and any activities therein are open to inspection by the City of Talent Police Department.
- “Bring Your Own Bottle” functions are prohibited.
- Prior written approval that the alcohol-related conditions have been met is obtained from the City Manager.
- Whenever alcohol is to be served at an event the “responsible party” shall be responsible for ensuring that all state and local regulations are observed related to the use, sale, or serving of alcohol.
- The City requires a security officer from a bonded company be present at the event to provide security.
- An alcohol certificate of insurance naming the City as an additional insured shall be required for all events where alcohol is to be served in addition to any liability insurance coverage.

12. Governing Statutes, Ordinance and Rules: Users of the Center shall abide by all state and local statues, ordinances, rules and regulations.

- Any public safety officer conducting an inspection during an event has the right to terminate use of the facility during any function should the participants’ conduct violate any local or state laws or regulations. All fees and deposits shall be forfeited when a function is terminated for this reason.

13. Liability: The Responsible Party agrees to assume all liability for losses, expenses, damages, demands or claims in conjunction with, or arising out of, any injury or damage sustained or alleged to have been sustained, by any person, corporation, firm or company, or any damage or alleged damage to property in connection with the occupancy, maintenance, or use of all or any part of said premises by the Responsible Party and all the users of the facility.

The Responsible Party shall indemnify and hold harmless the City of Talent, including the City Council, agents, employees and volunteers from any and all losses, expenses, damages, demands and claims; shall defend any suits or actions brought against any of them, based on any such alleged injury or damage; and shall pay all damages, costs, and demands, including attorney fees in connection therewith, or resulting therefrom.

The City is not responsible for any item(s) left in the Center after an event.

14. Fees, Security Deposits, Refunds, and Cancellations: Fees shall be set by the City Manager and will be applicable as they appear on the attached sheet. Regardless of type of use or user, all applicants shall be required to provide a security deposit. The City shall conduct an inspection of the facility after any event to determine if the applicant is eligible for a refund and if so in what amount.

- Security deposit refunds will be processed following the inspection of the facility for cleanliness, damage to equipment, the facility or grounds. All refunds will be mailed to the applicant from the Finance Department. Depending on the date of use, it may be up to 2 (two) weeks before the refund arrives.
- Rental fees may be forfeited if the applicant cancels the event but fails to notify the City prior to the scheduled event.
- In the event that the City cancels the event for reasons unrelated to the application, the deposit and fees will be returned in their entirety.

15. COVID19: All state issued COVID19 guidelines must be followed at all times during rental.

I have read the above rules and regulations for the rental of the Talent Community Center and agree to adhere to them. I also agree that these rules and regulations are incorporated into, and made part of, the rental agreement that accompanies this document.

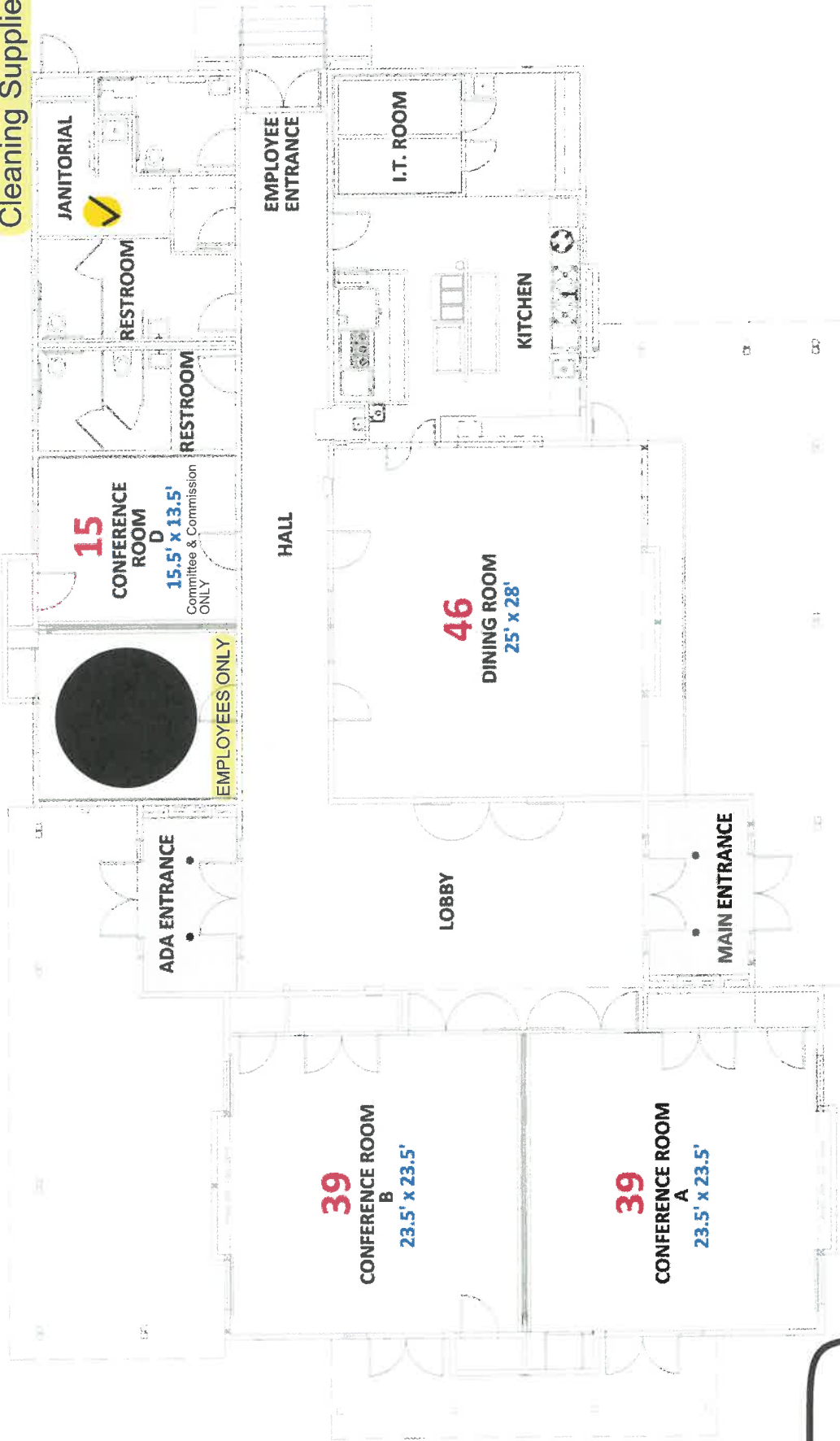
Signature of Responsible Party

Date

On Behalf Of (Print Name of Sponsoring Organization, if Applicable)

Community Center Capacity

Cleaning Supplies



Your key will access the room your assigned to, the Janitorial room, & the dumpster area.

DUMPSTER AREA
BUILDING KEY
WILL OPEN
PADLOCK



City Council Agenda Report

| | | | |
|------------------------------|-------------------|------------------------|----------------------------|
| Meeting Date: | February 21, 2024 | Staff Contact: | Gary Milliman |
| Department: | City Manager | E-Mail: | gmilliman@cityoftalent.org |
| Staff Recommendation: | Referral | Estimated Time: | 10 mins. |

ISSUE BEFORE THE COUNCIL

Consider amending sign regulations to allow for temporary event signs and banners for community organizations and establish related administrative regulations.

BACKGROUND

The City staff has received requests for the installation of banners on the bollards located at the west end of the roundabout. The City's existing sign regulations do not provide authority for the erection and maintenance of such signs; thus, the Administration does not have the authority to issue a permit for the erection of such banners.

There has been some discussion within staff and with some organization representatives concerning the possible installation of banner poles near this same location.

RECOMMENDATION

Refer the matter of possibly amending the Talent Municipal Code to allow for the temporary installation of community event signs and/or banners at the west end of the roundabout, or at other locations, and direct staff to develop administrative rules relating to allowing such signs or banners on public property, such as duration, elevation, materials used, installation standards and eligibility of applicants.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

Motion to refer the matter of possibly amending the Talent Municipal Code to allow for the temporary installation of community event signs and/or banners at the west end of the roundabout, or at other locations, and direct staff to develop administrative rules relating to allowing such signs or banners on public property, such as duration, elevation, materials used, installation standards and eligibility of applicants.



City Council Agenda Report

Meeting Date: February 21, 2024 **Staff Contact:** Gary Milliman
Department: Administration **E-Mail:** gmilliman@cityoftalent.org
Staff Recommendation: Discussion/Action **Estimated Time:** 15 mins.

ISSUE BEFORE THE COUNCIL

Discussion re: City Council Vacancy

BACKGROUND

On February 7, 2024, Councilor Jason Clark announced his resignation effective with the conclusion of the meeting. Clark occupied Seat 6 on the City Council, and the term of that seat expires December 31, 2024.

The City Charter contains the following language regarding Council vacancies.

Section 20. Vacancies. The office of a member of the Council or the Mayor becomes vacant:

- (1) Upon the incumbent's:
....
g. Resignation from the office.

Section 21. Filling Vacancies. A vacancy in the Council or office of the Mayor shall be filled by appointment by a majority of the remaining Council members. The appointee's term of office runs from appointment until either

- (1) The expiration of the term of the predecessor who left the office vacant, or
- (2) The first Council meeting of the year following the next election at which councilors or the Mayor are elected. If an election comes first, the position shall be subject to election for the original term of the vacated position.

Staff recommends the City Council discuss and provide direction on the process and timetable for filling the vacant position. In the recent past the City Council has posted a notice of the vacancy for about two weeks during which applications were accepted, followed by an interview of applicants at a subsequent Council meeting and selection of a new Councilor. The City Council is not bound by this selection process, and may choose a different process. Posting the vacancy and accepting applications is not required by law.

RELATED COUNCIL POLICIES

None

POTENTIAL MOTIONS

Motion to issue a Notice of City Council Vacancy for City Council Seat 6 inviting qualified electors to apply for the vacancy, with an application deadline of March 7, and with interviews to be scheduled followed by possible appointment to fill the vacancy at the March 13 City Council meeting.

ATTACHMENTS

- 2021 Notice of City Council Vacancies
- Application for City Council

City of Talent



Notice of City Council Vacancies

COUNCIL POSITION NO. 1 AND NO. 3

The City of Talent is seeking applicants for City Council Position No. 1 and No. 3. City councilors are typically elected by voters. When there is a vacancy, the City Council appoints new members. Appointed councilors serve until the next general election.

While candidates must usually reside within the city limits, the City Council adopted a temporary rule to enable Talent residents displaced by the Almeda fire to be eligible to serve on the Council if they are registered to vote in Talent and intend to reside in the City of Talent when circumstances permit.

The City Council will conduct a public interview of candidates at its regular meeting on Wednesday, February 3, 2021, 6:45 p.m. via Zoom.

To apply to serve on the Talent City Council, submit an application to the Office of the City Recorder no later than 5:00 p.m. on Friday, January 29, 2021, to be considered.

Click here for an application or stop by Talent City Hall at 110 East Main Street, Talent. Copies of applications will be outside the main entry.

For more information contact Interim City Recorder, Hector Flores, at 541-____ or email: hflores@cityoftalent.org

For Office Use Only
Date received:

City of Talent
110 East Main Street • P.O. Box 445 • Talent, OR 97540
Phone: (541) 535-1566 • Fax: (541) 535-7423

Application for City Council

Position Applied For: _____ Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Mailing Address (if different): _____

Contact Phone: _____ E-mail: _____

Current Occupation: _____

(If retired or unemployed, state your general or past profession)

How long have you lived in Talent? _____

(If you do not know if you live inside the city limits or urban growth boundary, please view the official zoning map at City Hall.)

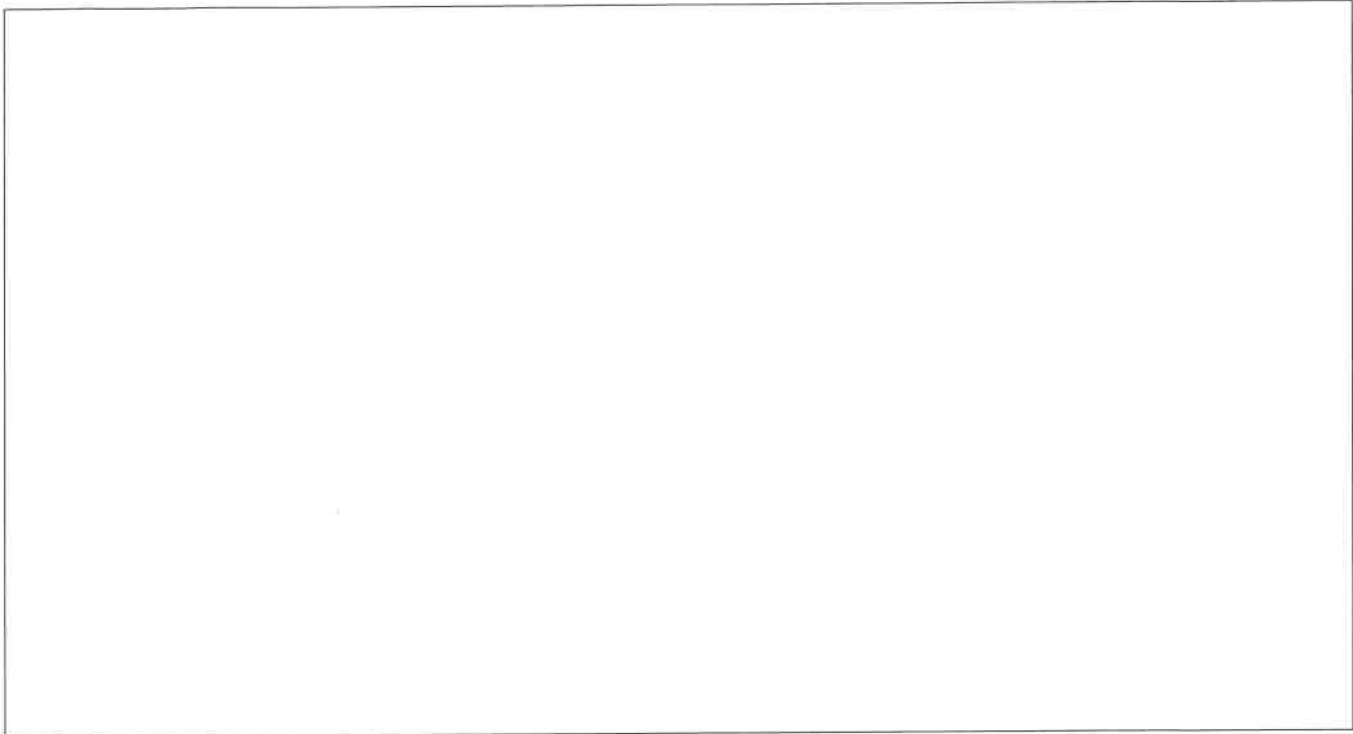
How long have you lived in Jackson County? _____

Are you an employee of the City of Talent, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity?

Yes No

If yes, please describe: _____

I believe that I am qualified for and should be considered for the above position(s) for the following reasons (attach additional sheet if necessary):



By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge.

Signature: _____ Date: _____

How to Submit:

- By email to hflores@cityoftalent.org or cityrecorder@cityoftalent.org
- In person at Talent City Hall, 110 East Main Street, Monday through Friday, 8:30 a.m. to 5:00 p.m. Due to COVID, City Hall is closed to the public. If submitting your application in person, please drop off your application in the drop box in front of City Hall.

Questions?

Call City Hall at (541) 535-1566 x 1012 or send an email to Hector Flores, interim City Recorder, at hflores@cityoftalent.org.