



**TALENT CITY COUNCIL  
REGULAR MEETING AGENDA  
- HELD AT COMMUNITY CENTER &  
VIA ZOOM -  
August 7, 2024 - 6:45 PM**

*All Council meetings are digitally recorded and will be available on the City website: [www.cityoftalent.org](http://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. Public Hearings**

*Public hearings are conducted under a prescribed procedure depending on the topic. The presiding officer will conduct the hearing in accordance with those procedures that will allow for public input at the announced time.*

5.1 Public Hearing for Community Development Block Grant Proposals..... 03

**6. Department Reports**

6.1 Department Reports..... 08

**7. 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.*

7.1 City Council Study Session Minutes – February 24, 2024 ..... 09

7.2 City Council Study Session Minutes – March 6, 2024 ..... 11

7.3 City Council Study Session Minutes – March 21, 2024 ..... 12

7.4 City Council Study Session Minutes – April 3, 2024 ..... 14

7.5 City Council Study Session Minutes – April 24, 2024 ..... 15

7.6 City Council Study Session Minutes – May 29, 2024 ..... 16

7.7 City Council Study Session Minutes – June 18, 2024 ..... 18

7.8 City Council Study Session Minutes – July 17, 2024 ..... 19

7.9 City Council Regular Meeting Minutes – March 20, 2024 ..... 20

7.10 City Council Regular Meeting Minutes – April 3, 2024 ..... 24

7.11 City Council Regular Meeting Minutes – April 24, 2024 ..... 30

7.12	City Council Regular Meeting Minutes – June 5, 2024 .....	34
7.13	City Council Regular Meeting Minutes – June 18, 2024 .....	38
7.14	City Council Regular Meeting Minutes – July 17, 2024 .....	43
7.15	Planning Commission Meeting Minutes – January 23, 2024 .....	46
7.16	Planning Commission Meeting Minutes – February 13, 2024 .....	50
7.17	Planning Commission Meeting Minutes – February 27, 2024 .....	52
7.18	Planning Commission Meeting Minutes – April 9, 2024 .....	56
7.19	Planning Commission Meeting Minutes – May 28, 2024 .....	58

**8. Unfinished Business**

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

8.1	Consideration of Vehicle Replacement Plan .....	61
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**9. 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.*

**10. Other Business and Future Agenda Items**

10.1	Review of Look-a-Head .....	64
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**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. Adjournment**

**Upcoming Council Meetings**

August 13, 2024	TURA Study Session
August 21, 2024	TURA Regular Meeting
August 21, 2024	City Council Regular Meeting



# City Council Agenda Report

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**Meeting Date:** August 7, 2024  
**Department:** City Manager  
**Staff Recommendation:** *see below*

**Staff Contact:** Gary Milliman  
**E-Mail:** gmilliman@cityoftalent.org  
**Estimated Time:** 20 mins.

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## ISSUE BEFORE THE COUNCIL

Public Hearing on possible projects for submission under the Community Development Block Grant Program

## BACKGROUND

The City is considering submission of a grant application through the Community Development Block Grant (CDBG) program to fund a public facility to house community services, such as the ACCESS food pantry, and other services provided by non-governmental agencies (NGOs).

CDBG is a program of the U.S. Department of Housing and Urban Development (HUD) through which money is provided...through a competitive grant process...to fund facilities and services for low to moderate income persons.

Eligible projects and services include housing, infrastructure, public facilities and community services, economic development planning, downtown revitalization planning grants, and public services such as child care facilities. A complete description of the program and eligible activities is available for review at the front counter in Talent City Hall during normal City business hours. It is also available through the Business Oregon website at [www.biz.oregon.gov](http://www.biz.oregon.gov).

Small cities, like Talent, typically use CDBG funding for infrastructure improvements or public facilities. In the past, small cities I have worked with have used the funding to provide facilities for community food banks and senior centers; to replace water and sewer pipes; and for small housing rehabilitation grants in conjunction with a code enforcement program.

HUD recently adjusted its family income information from the 2016-2020 American Community Survey and found that the entire Talent community is now in the classification of low and moderate income, which brings CDBG eligibility to projects in the city regardless of their location.

The City is already receiving CDBG funding through the special CDBG Planning, Infrastructure and Economic Revitalization (PIER) program. This funding will be used to redevelop the Gateway site, make roadway and sidewalk improvements along Gangnes Dr. and construct an extension of Wagner Road to connect with the traffic circle. The City has received CDBG funding in the past to assist in the construction of the Talent Community Center.

City staff has identified as a possible project the acquisition of property at 49 Talent Avenue for use as a community resource center. A resource center could house community services such as the ACCESS food pantry and provide office space for other NGOs providing services in Talent, such as Rogue Action Center. The City would work with the NGOs to generate sufficient revenue through rent to pay for the operation and maintenance cost of the building. The existing building, a former medical office, is approximately 4,000 square feet in size. An initial review by an architect indicates that the interior space configuration could be modified to accommodate the needs of various NGO's including a multipurpose room that could accommodate the pantry. The three existing back offices total just over 700 square feet, and ACCESS reports that about 800 square feet is needed to accommodate the pantry. This space could be reconfigured and could serve the pantry and as a multipurpose space, possibly divided into smaller meeting areas with room dividers.

The building is appraised at \$1,350,000 and is currently owned by Asante; Asante is a willing seller at the \$1.35 million. The City could seek CDBG funding for the purchase and initial remodeling; the maximum public facilities project grant is \$1,500,000. The current owner has shared monthly O&M actual costs for the past two years and range between \$5,000-8,000 per month; however, those costs are based upon more intensive medical use.

It would be less expensive to purchase and remodel an existing building than to build a new building given the requirements for prevailing way and the environmental process for new construction.

City staff has reached out to discuss this project with ACCESS and Rogue Action Center, and is seeking to discuss the project with others. The City will need to submit a pre-application with basic information about the project before a full application can be made. Staff has discussed the project with CDBG State staff and their initial comments have been positive.

September will be the first, but not the last, opportunity for the City to apply for CDBG funding for projects that have community-wide benefit. This federal funding program is administered by the State of Oregon, and there are typically two application periods annually...depending upon the amount of funding available and how many applications are received. About \$12 million is available this year.

Discussion on possible submission of application to fund Community Resource Center.

#### **POTENTIAL MOTIONS**

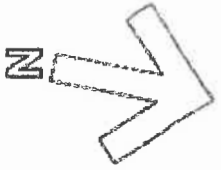
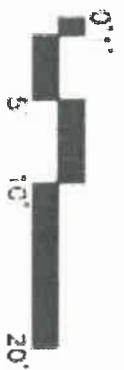
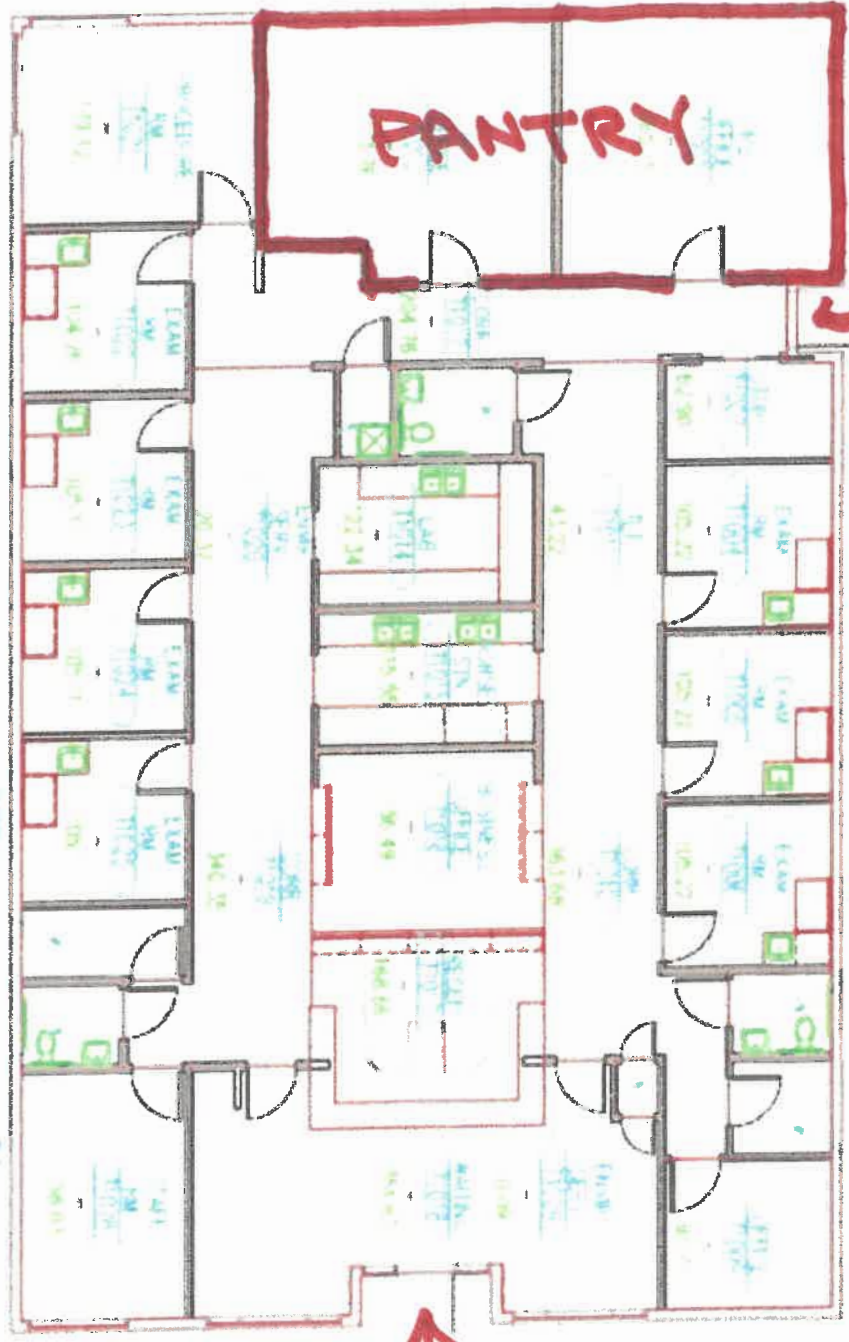
To authorize the City Manager to submit a Community Development Block Grant application for a Community Resource Center Project

#### **ATTACHMENTS**

- Floor Plan – 49 Talent Avenue
- Flood Plan w/ Pantry Entrance
- Public Hearing Notice (English)
- Public Hearing Notice (Spanish)



PANTRY ENTRANCE



## Public Notice and Notice of Public Hearing

The City of Talent is eligible to apply for a 2024 Community Development Block Grant (CDBG) from the Business Oregon. Community Development Block Grant funds come from the U.S. Department of Housing and Urban Development. The grants can be used for public facilities and housing improvements, primarily for persons with low and moderate incomes.

Approximately \$12 million will be awarded to Oregon non-metropolitan cities and counties in 2024. The maximum grant that a city or county can receive is \$1.5 million for public facilities.

The City of Talent is preparing an application for a 2024 Community Development Block Grant from the Business Oregon for a Community Resource Center in Talent through the acquisition of an existing building or construction of a new building for the purpose of providing community services such as a food pantry. It is estimated that the proposed project will benefit at least 1,000 people, of whom 100% will be of low or moderate income.

A public hearing will be held by the City of Talent City Council at 6:45 PM on August 7, 2024 at the Talent Community Center, 104 East Main Street (behind City Hall). The purpose of this hearing is for the city to obtain citizen views and to respond to questions and comments about; community development and housing needs, especially the needs of low- and moderate-income persons, as well as other needs in the community that might be assisted with a Community Development Block Grant project; and the proposed project.

Written comments are also welcome and must be received by August 7, 2024 at the Office of the City Manager, Talent City Hall, 110 East Main Street, Talent. Both oral and written comments will be considered by the city council in deciding whether to apply.

The location of the hearing is accessible to persons with disabilities. Please contact City Recorder Hector Flores at (541) 535-1566 Ext. 6 if you need any special accommodations to attend or participate in the meeting.

More information about Oregon Community Development Block Grants, the proposed project, and records about the city's past use of Community Development Block funds is available for public review at Talent City Hall (110 East Main Street, Talent, Oregon) during regular business hours. Advance notice is requested. If special accommodations are needed, please notify City Recorder Hector Flores at (541) 535-1566 Ext. 6 so that appropriate assistance can be provided.

Permanent involuntary displacement of persons and businesses is not anticipated as a result from the proposed project. If displacement becomes necessary, alternatives will be examined to minimize the displacement and provide required/reasonable benefits to those displaced. Any low- and moderate-income housing that is demolished or converted to another use will be replaced.

Gary Milliman  
City Manager  
City of Talent

## **Aviso Público y Aviso de Audiencia Pública**

La Ciudad de Talent es elegible para solicitar una Subvención de Bloque para el Desarrollo Comunitario (CDBG) de 2024 de Business Oregon. Los fondos de la Subvención de Bloque para el Desarrollo Comunitario provienen del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos. Las subvenciones se pueden utilizar para instalaciones públicas y mejoras de vivienda, principalmente para personas con ingresos bajos y moderados.

Aproximadamente \$12 millones se otorgarán a ciudades y condados no metropolitanos de Oregón en 2024. La subvención máxima que una ciudad o condado puede recibir es de \$1.5 millones para instalaciones públicas.

La Ciudad de Talent está preparando una solicitud para una Subvención de Bloque para el Desarrollo Comunitario de 2024 de Business Oregon para un Centro de Recursos Comunitarios en Talent mediante la adquisición de un edificio existente o la construcción de un nuevo edificio con el propósito de proporcionar servicios comunitarios como una despensa de alimentos. Se estima que el proyecto propuesto beneficiará al menos a 1,000 personas, de las cuales el 100% tendrá ingresos bajos o moderados.

El Concejo Municipal de la Ciudad de Talent celebrará una audiencia pública a las 6:45 PM el 7 de agosto de 2024 en el Talent Community Center, 104 East Main Street (detrás del Ayuntamiento). El propósito de esta audiencia es obtener opiniones de los ciudadanos y responder a preguntas y comentarios sobre las necesidades de desarrollo comunitario y de vivienda, especialmente las necesidades de personas con ingresos bajos y moderados, así como otras necesidades en la comunidad que podrían ser asistidas con un proyecto de Subvención de Bloque para el Desarrollo Comunitario; y el proyecto propuesto.

También se aceptan comentarios por escrito y deben ser recibidos antes del 7 de agosto de 2024 en la Oficina del Administrador de la Ciudad, Ayuntamiento de Talent, 110 East Main Street, Talent. Tanto los comentarios orales como escritos serán considerados por el concejo municipal al decidir si solicitar o no la subvención.

El lugar de la audiencia es accesible para personas con discapacidades. Por favor, contacte al Secretario de la Ciudad, Hector Flores, al (541) 535-1566 Ext. 6 si necesita alguna acomodación especial para asistir o participar en la reunión.

Más información sobre las Subvenciones de Bloque para el Desarrollo Comunitario de Oregón, el proyecto propuesto y los registros sobre el uso pasado de los fondos de la Subvención de Bloque para el Desarrollo Comunitario por parte de la ciudad están disponibles para revisión pública en el Ayuntamiento de Talent (110 East Main Street, Talent, Oregón) durante el horario comercial regular. Se solicita aviso previo. Si se necesitan acomodaciones especiales, por favor notifique al Secretario de la Ciudad, Hector Flores, al (541) 535-1566 para que se pueda proporcionar la asistencia adecuada.

No se anticipa el desplazamiento involuntario permanente de personas y negocios como resultado del proyecto propuesto. Si el desplazamiento se vuelve necesario, se examinarán alternativas para minimizar el desplazamiento y proporcionar los beneficios necesarios y razonables a los desplazados. Cualquier vivienda de ingresos bajos y moderados que sea demolida o convertida a otro uso será reemplazada.

Gary Milliman  
Administrador de la Ciudad  
Ciudad de Talent





# City Council Agenda Report

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**Meeting Date:** August 7, 2024  
**Department:** Public Works  
**Staff Recommendation:** Informational

**Staff Contact:** Gaoying Vigoa  
**E-Mail:** gvigoa@cityoftalent.org  
**Estimated Time:** 5 mins.

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## PUBLIC WORKS REPORT FOR COUNCIL

**Bioswales Visibility:** The bioswales on West Valley View Road continue to attract unwanted attention, with vehicles driving into them monthly. I will explore a comprehensive redesign to better accommodate road alignments and bike lanes on this crucial entryway to our city. We will need to budget for this project, and staff are actively seeking grants and other funding opportunities for this work.

**Splash Pad Water Usage and Cost to Recycle Water:** We met with a representative from the U.S. Bureau of Reclamation, who believes our Splash Pad Project could qualify for the Drought Response Program Grant Funding. Tessa and I will apply for this grant, which has an October 2024 deadline.

### Foss Road Update:

1. The City Manager signed an IGA with all local jurisdictions for equipment and services on 7/18/2024.
2. According to the county, the Foss blade patchwork is still scheduled for completion before Labor Day of this year.
3. We are applying for a Safe Routes to School Grant, which includes plans to add a sidewalk on Foss Road.
4. There is also a grant application in place to replace the city's aged water main lines. Once the Water Main Replacement project is funded and complete, we can proceed with a complete redesign of Foss Road, including curbs, gutters, and sidewalks.



**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT COMMUNITY CENTER & VIA ZOOM –  
 104 E. Main Street  
 February 24, 2024 - 10:00 AM

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

**1. Call to Order/Roll Call at 10:08 AM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Greider Councilor Ponomareff	Councilor seat 6 - vacant
Also Present:	
Gary Milliman, City Manager Robert Slayton, Public Works Superintendent Kristen Maze, Community Development Director Jennifer Snook, Police Chief Hector Flores, Community Engagement Director Tessa DeLine, Finance Director	

**2. Website Preview**

Website unavailable for preview due to scheduled maintenance.

**3. Goal Setting Retreat**

City Manager Milliman led the City Council in a goal-setting session to discuss and review the Fiscal Year 2023-2024 citywide priorities. The City Councilors focused on evaluating which goals were met and how progress could be measured. Additionally, the City Manager reviewed notes and feedback from the Councilors and Mayor regarding the completion of the previous year's goals & citywide priorities.

City committees and commissions provided suggestions and discussed ways they could be more involved in setting citywide goals and priorities within their scope. City staff also offered suggestions and feedback on their perceived roles in this process.

The City Manager facilitated the development of revisions and a draft of the Fiscal Year 2024-2025 citywide goals and priorities. A draft copy is scheduled to be delivered to the City Council at the next council meeting. However, the City Manager suggested that an additional study session may be needed to finalize the goals document. Mayor and City Councilors tentatively agreed and asked City Manager to look into this.

#### 4. Adjournment 12:32 PM

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT TOWN HALL & VIA ZOOM –  
 104 E. Main Street  
 March 6, 2024 - 5:30 PM

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

**1. Call to Order/Roll Call at 5:30 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Greider Councilor Ponomareff	Councilor seat 6 - vacant
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Kristen Maze, Community Development Director Jennifer Snook, Police Chief Hector Flores, Community Engagement Director Tessa DeLine, Finance Director	

**2. Discussion on Council Rules of Procedure**

During the council meeting, speakers discussed proposed changes to the council's rules and procedures, including updates considering recent legislative amendments and the hybrid meeting rules adopted during the COVID-19 pandemic. They also debated various rules and procedures, such as suspending the rules, meeting frequency, quorum requirements, and remote participation. Speakers highlighted challenges and limitations of hybrid participation, including inconsistencies in the process, technical and logistical issues, and the need for clarity in language and input. They also discussed ways to improve public participation and meeting efficiency, including using email to collect speaker request forms and including the announcement in the agenda. Principal arguments included the need for a threshold for participation, limiting the number of meetings an elected official can miss, & encouraging counselors to attend meetings in person.

**3. Adjournment at 6:48 PM**

Respectfully submitted by:

\_\_\_\_\_  
 Hector Flores, City Recorder

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**TALENT CITY COUNCIL & PHOENIX-TALENT  
SCHOOL DISTRICT BOARD  
JOINT WORK SESSION  
MEETING MINUTES  
– HELD AT PHOENIX-TALENT SCHOOL DISTRICT  
& VIA ZOOM -  
104 E. Main Street  
March 21, 2024 - 7:00 PM**

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

**1. Call to Order/Roll Call at 7:00 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Ponomareff	Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Greider Councilor seat 6 - vacant
<b>Also Present:</b>	
Gary Milliman, City Manager Hector Flores, Community Engagement Director	

*No quorum achieved. The meeting continued as joint work session with Talent City Council and Phoenix-Talent School District Board.*

**2. Discussion of Annexation of Colver Road Property to Talent City Limits**

The Talent City Council and Phoenix-Talent School Board received a presentation from district consultant John Williams of Alpine Environmental Consultants, who delivered an environmental assessment of the district property on Colver Road.

Mr. Williams addressed council concerns about potential pesticide and herbicide contamination on the property, which was used as an agronomy station from 1911 to 1958, not as an orchard as initially thought.

The assessment, conducted by a registered geologist, found low levels of arsenic and lead in the soil across the 47-acre property, likely from historical pesticide use. Elevated lead concentrations were also detected in three wells, though only one exceeded action levels. The consultant recommended placing contaminated soil in an agricultural buffer area along the property boundaries to avoid expensive disposal costs and suggested working with the Oregon Department of Environmental Quality (DEQ) through the voluntary cleanup program to obtain a "no further action" letter. This would ensure the site is safe for human health and the environment.

The school district is considering incorporating solar panels or other community-oriented uses alongside athletic fields in the property's development, with the environmental assessment findings and remediation plan playing a crucial role in this process.

### 3. Adjournment of Joint Meeting at 8:11 PM

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT TOWN HALL & VIA ZOOM –  
 104 E. Main Street  
 April 3, 2024 - 5:30 PM

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

**1. Call to Order/Roll Call at 5:40 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Greider Councilor Ponomareff	Councilor seat 6 - vacant
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Police Chief Hector Flores, Community Engagement Director Tessa DeLine, Finance Director	

**2. Discussion on Council Rules of Procedure (continued)**

Council members discussed ways to improve public participation in meetings, including allowing online testimony and simplifying the participation process for both in-person and remote attendees. They also explored potential changes to the meeting procedure to enhance efficiency, such as a single time period for public requests or the Medford model, where people can speak on agenda items at specific times. Concerns were raised about anonymous online participants and ensuring privacy in executive sessions, while suggestions were made to include a link to the participation form on the agenda and create a video guide for the process.

**3. Adjournment at 6:31 PM**

Respectfully submitted by:

\_\_\_\_\_  
 Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT COMMUNITY CENTER & VIA ZOOM –  
 104 E. Main Street  
 April 24, 2024 - 5:30 PM

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

**1. Call to Order/Roll Call at 5:35 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Greider Councilor Ponomareff Councilor Collay	
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Hector Flores, Community Engagement Director	

**2. Discussion on Council Rules of Procedure (continued)**

City council members discussed ways to manage public comments and communication. Speakers debated incorporating additional guidance into public comment guidelines and merging D2 and D3. Council members also discussed the importance of clear procedures, the role of the city manager in adding agenda items, and the need for respectful public comment. They emphasized the importance of having clear rules for orderly meetings, while questioning the necessity of certain rules and procedures.

**3. Adjournment at 6:47 PM**

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT COMMUNITY CENTER & VIA ZOOM –  
 104 E. Main Street  
 May 29, 2024 - 5:30 PM

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

**1. Call to Order/Roll Call at 5:40 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Collay	Councilor Greider Councilor Ponomareff
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Police Chief Hector Flores, Community Engagement Director Tessa DeLine, Finance Director Nick Shubert, Community Development Planner	

**2. Committees and Commissions Summit Training**

The Talent City Council, along with city committees and commissions, attended a training session conducted by the League of Oregon Cities.

Presenters Jayme Pierce and Robin Klein covered basic procedures for committees and commissions, including developing an agenda, noticing, minutes, making a motion, and sending recommendations to the council.

Presenters also discussed new hybrid meeting requirements and public engagement rules.

The session concluded with a question-and-answer period where committee and commission members voiced their concerns about personal exposure in Freedom of Information requests.

The presenters advised all attendees to avoid using personal emails for meeting business and to create a new email account specifically for committee communications.

**3. Feedback for Future 5<sup>th</sup> Wednesday Meeting**

Discussion centered on additional training sessions at future 5<sup>th</sup> Wednesdays. Several dates and topics were briefly discussed.

#### 4. Adjournment at 7:35 PM

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT COMMUNITY CENTER & VIA ZOOM –  
 104 E. Main Street  
 June 18, 2024 - 5:00 PM

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

**1. Call to Order/Roll Call at 5:05 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Pastizzo Councilor Ponomareff Councilor Collay	Councilor Greider
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Hector Flores, Community Engagement Director	

**2. Discussion on Council Rules of Procedure (*continued*)**

The conversation centered around the development and management of the agenda for a city council meeting. Speakers discussed the distinction between recommendations to the City Manager and the City Council, and the importance of clarifying the decision-making process. They also discussed the role of the City Manager and the need to adhere to Robert's Rules of Order in managing meetings effectively. Additional topics included time limits for public hearings and the importance of challenging the presiding officer's decisions.

**3. Adjournment at 5:45 PM**

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL**  
**STUDY SESSION MINUTES**  
 – HELD AT COMMUNITY CENTER & VIA ZOOM –  
 104 E. Main Street  
 July 17, 2024 - 5:00 PM

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

**1. Call to Order/Roll Call at 5:05 PM**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Paré-Miller Councilor Byers Councilor Greider Councilor Ponomareff Councilor Collay	Councilor Pastizzo
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Hector Flores, City Recorder	

**2. Discussion on Council Rules of Procedure (*continued*)**

The City of Talent council meeting focused on revising council rules and procedures. Key topics included aligning voting rules with the city charter, updating the minutes approval process for flexibility, and maintaining neutrality regarding ballot measures during meetings. The council emphasized the need for members to share information obtained from staff with the entire council and agreed that communication with staff should flow through the city manager’s office. They reviewed rules for interactions with the city attorney, proposing written questions and shared legal advice. The council decided to continue discussing media and social media guidelines at a future meeting.

**3. Adjournment at 6:04 PM**

Respectfully submitted by:

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Hector Flores, City Recorder

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



**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES  
- HELD AT TOWN HALL  
AND VIA ZOOM -  
March 20, 2024 – 6:45 PM**

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

**1. Call to Order/Roll Call at 6:54 PM (00:03:59)**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Ponomareff Councilor Greider Councilor Byers Councilor Paré-Miller ( <i>arrived after meeting started</i> )	Councilor Pastizzo Councilor seat 6 - vacant
<b>Also Present:</b>	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Chief Police Hector Flores, Community Engagement Director Kristen Maze, Community Development Director Tessa DeLine, Finance Director Robert Slayton, Superintendent of Public Works	

*Due to council vacancy, 3 of 5 attending councilors constituted a quorum.*

**2. Additions / Corrections to Agenda (00:05:35)**

None requested.

**3. Community Announcements (00:6:11)**

Councilor Ponomareff announced that the Together for Talent Committee would be hosting their Spring into Recycling on April 13, 2024 to help community recycle items. Event will start at 10AM and end at 4PM. Councilor Ponomareff informed council about a program from the Oregon Department of Energy called Energy Efficiency and Conservation Block Grant and inquired if the council would be interested in pursuing the funds.

**4. Speakers Heard on Non-Agenda Items (00:09:25)**

None requested.

**5. City Reports (00:10:02)**

5.1 City Mangers Report

City Manager Milliman informed the council that three brief reports would be given. The first report highlighted that Mayor Ayers-Flood and Council President Paré-Miller had developed interview questions for interviewing candidates for the vacant council seat at the next scheduled city council meeting. The second report focused on planning Arbor Day, scheduled for April 13, 2024, by the Urban Forestry Committee. City staff met with committee members to discuss planting trees at

Chuck Roberts Park along Rogue River Parkway. The third report detailed that the League of Oregon Cities had sent out a survey to gather data on cities' infrastructure needs to support affordable housing. The collected data was compiled into a report and submitted to the Oregon Legislature. As a result, the City of Talent was allocated \$300,000, which former City Manager Tom Humphrey suggested could be applied to a senior housing development by Age Plus.

## 5.2 Urban Renewal Activities Report

No further information given.

## 6. Commission Member Appointments (00:22:08)

### 6.1 Appointment of Member to Parks & Recreation Commission

**Motion (00:22:39):** Councilor Byers moved to affirm the Mayor's appointment of Margaret Clark to the City of Talent Parks and Recreation Commission for a full two year term beginning on March 20, 2024. Councilor Ponomareff seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

## 7. Consent Calendar (00:23:50)

7.1 Acknowledgment of Urban Forestry Committee Meeting Minutes, December 13<sup>th</sup>, 2023

7.2 Acknowledgment of Urban Forestry Committee Meeting Minutes, December 27<sup>th</sup>, 2023

7.3 Acknowledgment of Urban Forestry Committee Meeting Minutes, January 10<sup>th</sup>, 2024

7.4 Acknowledgment of Public Arts Committee Meeting Minutes, February 5<sup>th</sup>, 2024

**Motion (00:24:08):** Councilor Byers moved to approve the Consent Calendar. Councilor Ponomareff seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

## 8. Unfinished Business (00:24:30)

None.

## 9. New Business (00:24:35)

### 9.1 Town Hall Use Agreement with ACCESS

City Manager Milliman reported to the council on a new use agreement with ACCESS for their pantry operations at Town Hall. ACCESS has been using large portions of the building for food storage and distribution since 2021, but their memorandum of understanding (MOU) expired last October. Milliman has worked with ACCESS management to draft a new agreement that addresses the city's concerns and outlines the use of specific areas within the building. The proposed agreement, prepared by the city attorney, is recommended for approval and would be effective until October 31, 2024.

**Motion (00:27:14):** Councilor Byers moved to approve the ACCESS use agreement of Town Hall to expire as of October 31, 2025. Councilor Ponomareff seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

### 9.2 Consideration of Recology Rate Increase

City Manager Milliman delivered a staff report regarding the proposed Recology rate increase. Recology of Ashland operates as a franchise in the City of Talent, providing services in trash collection, recycling, and yard debris. The franchise, established by ordinance, allows Recology to adjust their rates. If the rate adjustment is 5% or larger, it requires city council approval. Recology submitted their annual rate request, proposing a 3.8% increase, which does not require council approval. However, it is customarily placed on the council agenda for review and to allow council members to ask questions of Recology representatives, who were present that evening.

Recology General Manager Gary Blake and Waste Zero Manager Eric Ahnmark delivered a presentation to the Council about the services and community engagement of Recology in the City of Talent.

**Motion (00:48:39):** Councilor Greider moved to acknowledge a 3.8% rate increase for Recology services per the franchise agreement. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

### 9.3 Update on Solar Panel Installations

The city entered into an agreement with Oregon Clean Power Cooperative to develop solar arrays at the community center and police station, targeting completion by December 31, 2023. Due to supply chain issues and changes in the electrical hookup process, the cooperative missed this target and requested a six-month extension. They also asked the city to share the cost of modifying the power transmission method, with options costing \$10,000 for underground and \$5,900 for overhead. Staff recommended approving the extension but advised against funding the project, as the original agreement stated the cooperative would cover all costs.

Oregon Clean Power Cooperative General Manager Dan Orzech attended and answered council questions.

**Motion (01:12:20):** Councilor Ponomareff moved to grant an extension to July 20 2024, for the completion of the project. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

**Motion (01:12:55):** Councilor Ponomareff moved to allocate up to \$5,215, from the general fund to match the same amount provided by OCPC, to pay for the unanticipated additional cost of installing the solar array at the police station, providing that installation is underground. Councilor Greider seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Ponomareff, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

## 10. Commission / Committee Reports (01:14:57)

Councilor Byers gave an update on a recent Parks and Recreation Committee study session focused on revisioning Chuck Roberts Park. Councilor Ponomareff asked Public Works Superintendent Robert Slayton about sound dampening options along tennis courts.

## 11. Other Business and Future Agenda Items (01:19:35)

None reported.

## 12. Written Communications (01:20:09)

Dorothy Hatch regarding notice from Maverick Truckstop.

## 13. Adjournment 8:02 PM (01:21:18)

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES  
- HELD AT TOWN HALL  
AND VIA ZOOM -  
April 3, 2024 – 6:45 PM**

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

**1. Call to Order/Roll Call at 6:48 PM (00:02:00)**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Ponomareff Councilor Greider Councilor Pastizzo Councilor Byers Councilor Paré-Miller Councilor Collay ( <i>appointed during agenda item 4.1</i> )	
<b>Also Present:</b>	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Chief Police Hector Flores, Community Engagement Director Kristen Maze, Community Development Director Tessa DeLine, Finance Director Robert Slayton, Superintendent of Public Works	

*Due to council vacancy, 3 of 5 attending councilors constituted a quorum.*

**2. Additions / Corrections to Agenda (00:02:14)**

Councilor Byers requested to pull out Urban Forestry Committee March 13, 2024 minutes for further discussion.

Councilor Ponomareff asked to remove agenda item 8.1 from agenda.

City Manager Milliman asked to remove agenda item 9.1 from the Consent Calendar.

**Motion (00:04:10):** Councilor Byers moved to accept the amended agenda. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

**3. Appointment of New Council Member (00:04:33)**

3.1 Application Selection Process

3.2 Interview of Applicants

City Manager Milliman delivered a staff report for this agenda item. He noted that originally, there were three candidates for the vacant council position, but one withdrew late last week. The questions and a voting ballot were included in the council packet. Mayor Ayers-Flood then asked the remaining

candidates, Russell Hodgdon and Daniel Collay, to approach the council dais for the interview process.

Councilors took turns asking the candidates questions. Candidates Russell Hodgdon and Daniel Collay answered the questions from council members in alternating turns.

### 3.3 Selection of New Councilor

Councilors filled out their ballots, 1 indicating their first choice and 2 indicating their second choice. All ballots were returned to City Recorder and results as follows:

Councilor Paré-Miller	1. Daniel Collay, 2. Russell Hodgdon
Councilor Byers	1. Daniel Collay, 2. Russell Hodgdon
Councilor Pastizzo	1. Daniel Collay, 2. Russell Hodgdon
Councilor Greider	1. Daniel Collay, 2. Russell Hodgdon
Councilor Ponomareff	1. Daniel Collay, 2. Russell Hodgdon

Daniel Collay received 5 first place votes and Russell Hodgdon received 5 second place votes.

## 4. Swearing in of New Councilor (00:33:10)

City Recorder *Pro Tem* Hector Flores swore in Daniel Collay as new city councilor. Councilor Collay took his position on the council dais on seat 6.

## 5. Community Announcements (00:37:06)

City Manager Milliman informed the council of several community announcements. First, the Arbor Day Celebration will take place on April 13, 2024, at Chuck Roberts Park from 10 AM to 2 PM. On the same day, the Spring into Recycling event will be held at City Hall from 10 AM to 4 PM. Additionally, the Bear Creek Stewards clean-up event is scheduled for April 28 at Lyn Newbry Park from 9 AM to 12 PM. Lastly, Hector Flores will present a preview of the new city website.

City Recorder *Pro Tem* Hector Flores displayed a preview of the new city website on the projector screen.

City Manager Milliman continued with additional announcements. A fuel reduction program has commenced on Bear Creek Greenway in the vicinity of Highway 99, and the work is expected to take several months. The electric vehicle charging stations at the Community Center have been updated and are now operational. Lastly, applications for seats on the Budget Committee and Urban Forestry Committee are now being accepted. Interested parties can contact the City Recorder.

## 6. Speakers Heard on Non-Agenda Items (00:43:06)

None requested.

## 7. Department Reports (00:43:54)

### 7.1 Department Reports

City Manager Milliman informs council that while there are not many department reports in the agenda packet, council is being informed more frequently with weekly City Manager reports.

## 8. Committee Member Appointment (00:44:30)

### 6.1. Appointment of Member to Together for Talent Committee

*Agenda item stricken from agenda.*

## 9. Consent Calendar (00:44:41)

- 9.1 ~~Acknowledgement of Liquor License: The Grotto Pizzeria~~
- 9.2 Acknowledgement of Together for Talent Committee minutes, October 3<sup>rd</sup>, 2023
- 9.3 Acknowledgement of Urban Forestry Committee minutes, January 24<sup>th</sup>, 2024
- 9.4 Acknowledgement of Urban Forestry Committee minutes, March 7<sup>th</sup>, 2024
- 9.5 Acknowledgement of Urban Forestry Committee minutes, March 13<sup>th</sup>, 2024
- 9.6 Approval of Check Register, February 2024
- 9.7 Approval of Check Register, March 2024
- 9.8 Approval of January 2024 Financial Packet
- 9.9 Approval of February 2024 Financial Packet

*Agenda item 9.1 stricken from agenda.*

**Motion (00:44:58):** Councilor Paré-Miller moved to approve the consent calendar. Councilor Greider seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

Agenda item 9.5 was pulled from the Consent Calendar for further discussion. Councilor Byers noted that the Urban Forestry Committee's recommendation to be consulted prior to the removal of any public trees seemed more like management than policymaking. She suggested the committee reconsider and reframe their recommendation to focus on policy setting. Mayor Ayers-Flood indicated that this item would be further addressed as item 11.4 on the agenda.

**Motion (00:46:42):** Councilor Byers moved to accept the March 13 Talent Urban Forestry Committee minutes. Councilor Greider seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 10. Unfinished Business (00:47:13)

None.

## 11. New Business (00:47:59)

### 11.1 Formation of Jackson County Animal Control Services District

City Manager Milliman informed the council that the next agenda item would be a presentation regarding potential support for an animal control levy to aid the county's animal control efforts. Representatives from Jackson County were present to make the presentation and answer any questions. The City Manager asked the council whether they wished for staff to return with a resolution supporting the county's efforts or to take no further action.

Jackson County Senior Deputy County Administrator/County Counsel Joel C. Benton delivered a presentation about the proposed Jackson County Animal Control Service District.

Councilors directed questions to Mr. Benton about the funding of the new services district.

Stacey Brubaker, department director for Jackson County Health and Human Services, approached the council and answered questions regarding the proposed Jackson County Animal Control Service District.

Public Speakers:

- Denise Krause, no address given, delivered public testimony.
- Laura Hern, resident of Applegate, delivered public testimony.
- Brooke Butler, resident of Talent, delivered public testimony.

Councilor Ponomareff suggested that council to postpone item indefinitely. No objections.

**Motion (01:56:35):** Councilor Paré-Milled moved to take no action and decline for consideration this matter at this time. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

Mayor Ayers-Flood stepped down from the council dais & transferred gavel to Council President Byers. **(01:57:09)**

Council took a 5-minute recess. **(01:57:20)**

Council President Byers called the meeting back to order. **(02:01:21)**

#### 11.2 Update from Talent Business Alliance

Talent Business Alliance president Darby Ayers-Flood delivered an annual update on the Talent Business Alliance.

Mayor Ayers-Flood resumed position on council dais and Council President Byers returned gavel to Mayor. **(02:21:05)**

#### (moved) 11.5 **(02:21:40)**

- 11.5a - Jackson County Community – Long Term Recovery Group Agreement Presentation on Long Term Recover Plan
- 11.5b - Jackson County Community – Long Term Recovery Group Resolution Adopting Recovery Plan
- 11.5c - Jackson County Community – Long Term Recovery Group Agreement Extension for use of Depot Building

11.5a - Jackson County Community – Long Term Recovery Group Agreement Presentation on Long Term Recover Plan

Presentation by Jackson County Community - Long Term Recovery Group Executive Director Caryn Wheeler-Clay and Housing Recovery Director Mathew Havnear.

**Motion (02:43:17):** Councilor Paré-Miller moved to extend the meeting until 10PM. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

11.5b - Jackson County Community – Long Term Recovery Group Resolution Adopting Recovery Plan

**Motion (02:45:10):** Councilor Ponomareff moved to acknowledge the Rogue Reimagined Regional Long Term Recovery Plan as an optional guidance document for emergency planning and long term recovery purposes. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 11.5c - Jackson County Community – Long Term Recovery Group Agreement Extension for use of Depot Building

City Manager Milliman delivered a staff report detailing a request from the Jackson County Community - Long Term Recovery Group regarding their lease agreement with the City of Talent. He presented three alternative motions for consideration. The first option was to continue the lease through July 31, 2025, under the current terms, with an option to renew. The second option was to extend the existing lease agreement through July 31, 2025, with a modification adjusting the lease payment rate from \$1 per year to \$562.50 per month, effective July 1, 2024. The final alternative was to acknowledge that the lease had expired and provide a 30-day notice to vacate.

**Motion (02:57:13):** Councilor Byers moved to continue the JCC-LTRG lease through July 31, 2024 with current terms. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

**Motion (02:58:28):** Councilor Byers moved direct staff to draft a policy concern a specific non-profit discount for all spaces owned by the City and leased to other businesses. Councilor Paré-Miller seconded motion.

**Amendment Motion (02:59:22):** Councilor Collay moved that a property rate analysis is included. Councilor Ponomareff seconded motion.

**Discussion:** Council discussion ensued.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

**Discussion:** Council discussion ensued.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 11.3 Intergovernmental Agreement with Rogue Valley Council of Governments for Planning, Grant Management and Human Resources Services

City Manager Milliman reported on the resignation of Community Development Director Kristen Maze and the subsequent need for planning and grant management services. The City has entered into an intergovernmental agreement with the Rogue Valley Council of Governments (RVCOG) to provide these services on an as-needed basis through August. RVCOG's planning staff has already begun assisting with ongoing projects, including the railroad master plan. This arrangement aims to fill the gap in the Community Development Department and manage major projects as needed.

**Motion (03:07:29):** Councilor Ponomareff moved to approve the intergovernmental agreement for planning, grant management, human resource services with the Rogue Valley Council of Governments. Councilor Pastizzo seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 11.4 Urban Forestry Committee Recommendations on Public Tree Management

**Motion (03:09:06):** Councilor Ponomareff moved to move this agenda item to the next council meeting. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

Mayor clarified that the agenda item would be moved to the next regularly scheduled council meeting.

## 12. Other Business and Future Agenda Items (03:09:45)

City Manager Milliman reported that future agenda items included annexation of school district property and a report from the Urban Renewal Agency, also including the recommendations from the Urban Forestry Committee and the Together for Talent Committee.

Councilor Paré-Miller suggested placing the Public Arts Committee Master plan on a future agenda for feedback.

Councilor Ponomareff asked if Budget Committee meetings would be held soon. City Manager Milliman responded that a schedule would be distributed soon.

Mayor Ayers-Flood suggested holding a Council Study Session on Council Rules of Procedure before upcoming council meetings until the item is updated.

### 13. Written Communications

None submitted.

### 14. Adjournment 8:02 PM (03:13:33)

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES**  
- HELD AT COMMUNITY  
CENTER  
& VIA ZOOM -  
**April 24<sup>th</sup>, 2024 – 6:45 PM**

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

**1. Call to Order/Roll Call at 6:53PM (00:00:52)**

Members Present:	Members Absent:
Mayor Ayers-Flood Councilor Collay Councilor Ponomareff Councilor Greider Councilor Pastizzo Councilor Byers Councilor Paré-Miller	
Also Present:	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Chief Police Hector Flores, Community Engagement Director Tessa DeLine, Finance Director	

**2. Additions / Corrections to Agenda (00:02:00)**

Councilor Ponomareff requested to move agenda item 10.2 – Presentation by Together for Talent Committee on Proposed Talent Gas Resolution to right after agenda item 4 – Speakers Heard on Non-Agenda Items. No objections from the council.

Mayor Ayers-Flood requested to add New Business agenda item 10.2 – Appointment of Councilor Collay as liaison to Urban Forestry Committee. No objections from the council.

**3. Community Announcements (00:03:38)**

City Manager Milliman informed the council of several community announcements. A Ground Breaking Ceremony at Talent Mobile Estates was scheduled for April 27 at 11 AM. On the same day, a Local Goods Market took place at Wagner Plaza, and a Wood Debris Drop-off event was planned for May 2 at the Fire District 5 station from 9 AM to 5 PM. The PIER Committee was set to meet at the Talent Community Center on May 2 starting at 11 AM. Additionally, May 11 marked the Talent Craft Crawl, a new citywide event. Ongoing notices included encouraging residents to sign up for Citizen Alert, adhering to the Weed Abatement Ordinance, and the Budget Committee meetings scheduled for May 1, May 8, and June 5.

**4. Speakers Heard on Non-Agenda Items (00:05:55)**

None requested.

**10.2 – Presentation by Together for Talent Committee on Proposed Talent Gas Resolution**

Together for Talent Committee Chair David Spinney delivered a presentation on a proposed Talent Gas Resolution.



**Motion (00:17:51):** Councilor Ponomareff moved to direct staff to review the resolution and bring it back to council for deliberation and possible voting at a future meeting. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 5. City Reports (00:20:21)

### 5.1 City Manager Reports

#### 5.1 Urban Renewal Activities Report

City Manager Milliman updated the council on the fire at Town Hall, which displaced City Council and Planning Commission meetings to the Community Center and affected the operations of the Talent Food Pantry and Talent Business Alliance. Restoration efforts for the historic Town Hall building were underway with insurance and rehabilitation specialists. Milliman also announced the beginning of the budget season, with the first Budget Committee Meeting scheduled for May 1, 2024. In staffing news, Community Development Director Kristen Maze resigned, leaving both the Community Development and Public Works Director positions vacant. The city contracted with the Rogue Valley Council of Governments to assist with long-term planning projects. Additionally, the city planned to attend upcoming PIER meetings to seek further funding for their PIER application.

## 6. Commission / Committee Member Appointment (00:26:08)

### 6.1. Appointment of Member to Planning Commission

**Motion (00:27:14):** Councilor Ponomareff moved to affirm the Mayor's appointment of Jason Clark as a commissioner of the City of Talent Planning Commission for a 4 year term beginning on April 20, 2024. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 7. Consent Calendar (00:27:50)

### 7.1 Acknowledgment of Together for Talent Committee Meeting Minutes, March 5, 2024

### 7.2 Acknowledgment of Parks & Recreation Commission Meeting Minutes, February 28, 2024

**Motion (00:28:00):** Councilor Byers moved to approve the Consent Calendar. Councilor Geider seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 8. Public Hearings (00:28:23)

### 8.1 Public Hearing and Adoption of Ordinance 2024-948-O for Annexation of 6100 Colver Road to be Included in the City Limits

City Manager Milliman delivered staff report for the council to consider an ordinance for the annexation of a 43-acre school district property at 6100 Colver Road. The land, used by the Phoenix-Talent School District for various facilities, was recently added to Talent's Urban Growth Boundary and is zoned for public facilities. The annexation is necessary for development, requiring a conditional use permit and a public hearing. Environmental assessments have been conducted due to the property's agricultural history, with concerns addressed in a joint meeting on March 21. The staff report outlines the required findings and standards met for the annexation.

Mayor opens public hearing. (00:36:35)



City Manager Milliman delivered City Planner report which determined that the approval criteria for the application were met. The City Manager read the findings into the record.

Mayor opens public hearing for public testimony. (00:51:13)

#### Applicant Testimony

- Jay Harlan, CSA Planning, agent of record for Phoenix-Talent School District

#### Public Testimony

- Chris Gallegos, resident of Phoenix, Oregon
- Omar Cervantes, resident of Talent, Oregon
- Christopher Olshausen, resident of Talent, Oregon
- Luis Rodrigues, resident of Phoenix, Oregon
- Alvin Olsen, resident of Talent, Oregon
- Matt Guthmiller, resident of Phoenix, Oregon
- Greg Roe, resident of Talent, Oregon
- Brent Barry, resident of Jacksonville, Oregon
- Katie McCormick, resident of Talent, Oregon
- Erin Mahanay, resident of Medford, Oregon

Mayor closes public hearing for public testimony. (01:21:27)

City Manager Milliman discussed an additional provision to the annexation agreement with the school district. This provision requires the district to enter a voluntary cleanup program with the Oregon Department of Environmental Quality (DEQ) before submitting a development application. The district must also secure a "no further action" letter from DEQ before occupancy or commencing new uses on the property. This ensures proper environmental cleanup before development proceeds.

**Motion (01:24:33):** Councilor Ponomareff moved to authorize the City Manager to add the following provision the party's annexation agreement and to execute the agreement after signature by the authorized school district representative. The district will enter into a voluntary cleanup program with the DEQ prior to submitting development application and will secure a no further action letter from DEQ prior to occupancy or commencement of a new use as defined in the annexation agreement between the city and the school district. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

**Motion (01:26:30):** Councilor Ponomareff moved to have Ordinance 2024-984-O for annexation of 6100 Colver Road read in full and then by title. Councilor Pastizzo seconded motion.

**Discussion:** Council discussed on proper procedure to read ordinance into the record.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

City Manager Milliman read Ordinance 2024-984-O in full.

**Motion (01:34:24):** Councilor Pastizzo moved to approve Ordinance 2024-984-O for annexation of 6100 Colver Road to be included in the City Limits. Councilor Byers seconded motion.

**Discussion:** none.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

Mayor Ayers-Flood highlighted the long-term regional problem-solving process to preserve agricultural lands and praised Don Watson for her early involvement. She commended the school district for expanding recreational facilities, addressing environmental concerns transparently, and voluntarily working with the DEQ. Ayers-Flood appreciated the district's cooperation and dedication, ensuring the property could be enjoyed confidently by the community.

## 9. Unfinished Business (01:46:12)

9.1 Review Format of FY 24/25 Council Goals, Priorities, and Action Plan / Schedule workshop

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City Manager Milliman delivered a staff report focused on a workshop to address city council goals and priorities for the Fiscal Year 2024-2025. He suggested conducting another short workshop, possibly an hour long, to review and understand these goals better. Milliman proposed a new format that highlights effort level, priority level, timeline, and related items to show how various goals are interrelated. He expressed a desire to discuss areas needing improvement, breaking them into multiple years, and gaining a clearer understanding of these activities. He considered incorporating this discussion into the budget meeting.

Council discussion ensued on the format of the proposed goals workshop. Clarity provided by City Manager Milliman.

Council agreed to have a Study Session focused on goals on May 1<sup>st</sup>, 2024 at 4:30pm.

## 10. New Business (02:12:38)

### 10.1 Consideration of Urban Forestry Committee Recommendations on Public Tree Management

City Manager Milliman delivered a staff report focused on public tree management recommendations from the Urban Forestry Committee.

**Motion (02:38:52):** Councilor Paré-Miller moved to extend meeting until 9:45PM. Councilor Greider seconded motion.

**Discussion:** none.

**Vote:** 6 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

Councilor Paré-Miller noted that all city committees and commissions struggle with processes and that hopefully some clarification can be provided at the Summit Training in late May.

### 10.2 – Appointment of Councilor Collay as liaison to Urban Forestry Committee

Mayor Ayers-Flood noted that the council appointed Councilor Collay to serve as council liaison to the Urban Forestry Committee as well as the Bear Creek Revisioning Masterplan Steering Committee.

## 11. Commission / Committee Reports

Parks and Recreation Commission: Councilor Byers informed council that the commission will be holding a public hearing at their next meeting to receive input on re-envision Chuck Roberts Park.

## 12. Other Business and Future Agenda Items (02:45:12)

Councilor Byers asked that the next study session on council rules of procedure include revisiting the topic of attendance for councilors at council meetings.

## 13. Written Communications

None submitted.

## 14. Adjournment 9:40PM (02:48:16)

Respectfully submitted by:

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Hector Flores, City Recorder

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



**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES  
- HELD AT TOWN HALL  
AND VIA ZOOM -  
June 5, 2024 – 6:45 PM**

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

**1. Call to Order/Roll Call at 6:49 PM (00:00:57)**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Ponomareff Councilor Pastizzo Councilor Byers Councilor Paré-Miller Councilor Collay	Councilor Greider
<b>Also Present:</b>	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Chief Police Hector Flores, Community Engagement Director Tessa DeLine, Finance Director	

**2. Additions / Corrections to Agenda (00:01:20)**

City Manager Milliman noted that Consent Calendar items 6.1 – 6.7 were inadvertently left out of the agenda packet and will be continued to the next council meeting.

**3. Community Announcements (00:02:06)**

City Manager Milliman informed the council of a new staff addition, welcoming Gaoying Vigoa as the City Engineer and Public Works Administrator. Update on bringing back the Traffic Safety & Transportation Commission, Chief of Police Jennifer Snook would be leading that and is working on collecting agenda items for the first meeting. Elections Officer Hector Flores provided the council with an update on distribution of election packets to local residents interested in participating in local elections.

**4. Speakers Heard on Non-Agenda Items (00:05:49)**

None requested.

**5. Department Reports (00:06:15)**

5.1 Department Reports

City Manager Milliman informed the council that, although there were not many department reports in the agenda packet, they were being kept informed more frequently through weekly City Manager reports. He provided updates on various departments, noting that the Public Works Department was focused on fixing water leaks and installing new water services. Additionally, Public Works had been working to address overgrown weeds on city property. Mayor Ayers-Flood reminded staff to prepare an OWEB update for an upcoming council meeting.

## 6. Consent Calendar (00:11:03)

~~6.1 Approval of City Council Study Session Meeting Minutes, January 29<sup>th</sup>, 2024~~

~~6.2 Approval of City Council Regular Meeting Minutes, February 7<sup>th</sup>, 2024~~

~~6.3 Approval of City Council Regular Meeting Minutes, February 21<sup>st</sup>, 2024~~

~~6.4 Approval of City Council Regular Meeting Minutes, March 6<sup>th</sup>, 2024~~

~~6.5 Approval of City Council Regular Meeting Minutes, May 1<sup>st</sup>, 2024~~

~~6.6 Approval of City Council Study Session Meeting Minutes, May 1<sup>st</sup>, 2024~~

~~6.7 Approval of City Council Regular Meeting Minutes, May 15<sup>th</sup>, 2024.~~

6.8 Approval of April 2024 Financial Packet.

*Agenda items 6.1 – 6.7 stricken from agenda.*

**Motion (00:11:38):** Councilor Byers moved to approve the Consent Calendar. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 7. Unfinished Business (00:47:13)

7.1 Ordinance 2024-985-O on Elector Eligibility for General Election

City Manager Milliman updated the council on the implementation of allowing former Talent residents displaced by the Alameda fire to seek election to the city council. The staff discussed candidate preparation, reviewed the city charter and Municipal Code, and consulted with election offices. Key concerns included the expiration of the emergency declaration that allowed non-resident candidates, the criteria for qualifying as an elector, and the shared November ballot logistics. Milliman presented an ordinance addressing these issues.

City Attorney Lohman emphasized the need for an ordinance to address residency for displaced residents who still consider themselves Talent residents. He clarified that candidates must be registered to vote in Talent and proposed that candidates submit a certification of their intent to return with their nomination petition. This ordinance aims to ensure displaced residents can run for office if they meet the specified requirements. City Attorney Lohman and Elections Official Hector Flores were preparing the necessary certification document.

**Motion (00:44:58):** Councilor Ponomareff moved to reconsider the council decision from May 15, 2024, for approving a motion to allow Talent residents who are displaced by the Alameda Fire and continue to reside outside of the city limits, and also ultimately plan to return to Talent to seek election on the City Council in November 2024. Councilor Collay seconded motion.

**Discussion:** Council deliberation ensued.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

7.2 Review of Lease Rates for City of Talend & Urban Renewal Agency Properties

City Manager Milliman delivered the staff report for this agenda item, separating it into three parts. The first item related to potential motion number one, which would direct staff to return with a resolution establishing a standard lease rate for city-owned property used by nonprofit organizations for office purposes. The proposed rate would be set at 75% of the market rate, determined by a survey of comparable rental spaces conducted every two years, effective July 1, 2024. This rate would be \$1.10 per square foot per month, and the bulk of the staff report focused on this item. It would also be included in the next Urban Renewal Agency meeting agenda. The second item

addressed the rates for the community center. The third item involved retaining the current practice for non-office space leases, negotiating those rates based on other market factors.

Mayor Ayers-Flood declared an actual conflict of interest due to their employment with MISO, which is co-located with the Talent Business Alliance and rents space from the City of Talent. Consequently, they handed the gavel to Council President Ana Byers.

Councilor Paré-Miller declared an actual conflict of interest because of their employment with the Talent Business Alliance which rents office space from the City of Talent.

City Manager Milliman continued staff report and recommended establishing a uniform lease rate of \$1.10 per square foot per month for the Talent Depot upstairs, 102 Home Street, and Town Hall, to be applied as leases become available or come up for renewal.

**Motion (01:02:39):** Councilor Ponomareff moved to direct staff to return to the City Council with a resolution establishing a standard lease rate for city owned property used by non-profit organizations. For office purposes at .75 cents of the market rate as determined by a survey of comparable space rentals conducted every two years effective July 1, 2024, said rate shall be \$1 per square foot per month. Councilor Pastizzo seconded motion.

**Discussion:** Council deliberation ensued.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers and Paré-Miller) 0 nays. Motions carried.

Mayor Ayers-Flood and Councilor Paré-Miller returned to their positions on the council dais. Council President Ana Byers returned gavel to Mayor Ayers-Flood.

The council decided to retain the current practice of renting office space to non-profits at a reduced rate on a case-by-case basis. No objections made. All councilors in favor.

## 8. New Business (01:22:00)

### 8.1 Discussion on Cancelling July 3<sup>rd</sup>, 2024, Regular Council Meeting

City Manager Milliman and City Recorder Pro Tem Hector Flores asked council if they would consider cancelling the July 3<sup>rd</sup>, 2024 City Council meeting due to its proximity to the 4<sup>th</sup> of July holiday as had been done in previous years.

**Motion (01:23:17):** Councilor Ponomareff moved to cancel the July 3<sup>rd</sup>, 2024 city council meeting. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motions carried.

### 8.2 Proclamation Declaring National Pollinator Week in the City of Talent

Councilor Paré-Miller suggested to council to move all proclamations to the beginning of the agenda, as is the custom at the City of Medford.

Mayor Ayers-Flood read the proclamation in full, declaring National Pollinator Week in the City of Talent.

**Motion (01:25:50):** Councilor Byers moved to declare the week of June 17 to 23, 2024 as Pollinator Week. Councilor Pastizzo seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 8.3 Discussion on Juneteenth as City Holiday

City Manager Milliman informed the council that the next city council meeting would fall on June 19<sup>th</sup>, 2024, a holiday widely known as Juneteenth and posed the question of moving the council meeting from June 19<sup>th</sup> to June 18<sup>th</sup>.

**Motion (01:33:04):** Councilor Byers moved to reschedule the next city council meeting of the month to June 18, 2024. Councilor Collay seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Greider, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

**9. Other Business and Future Agenda Items (01:34:00)**

City Manager Milliman informed the council about an upcoming joint meeting with the Planning Commission on the Buildable Lands Inventory and asked council to consider the date of June 25<sup>th</sup> for the joint meeting. All in favor.

**10. Written Communications**

None submitted.

**11. Adjournment 8:24 PM (01:36:00)**

Respectfully submitted by:

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Hector Flores, City Recorder

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**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES  
- HELD AT TOWN HALL  
AND VIA ZOOM -  
June 18<sup>th</sup>, 2024 – 6:45 PM**

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

**1. Call to Order/Roll Call at 7:25 PM (00:01:30)**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Collay Councilor Ponomareff Councilor Pastizzo Councilor Byers Councilor Paré-Miller	Councilor Greider
<b>Also Present:</b>	
Gary Milliman, City Manager Dave Lohman, City Attorney Jennifer Snook, Chief Police Hector Flores, Community Engagement Director Tessa DeLine, Finance Director Gaoying Vigoa, City Engineer, Public Works Administrator	

**2. Additions / Corrections to Agenda (00:02:23)**

No additions or corrections made.

**3. Community Announcements (00:02:30)**

City Manager Milliman delivered community announcements to the council. Construction work on the Park Avenue water line had started, with crews planning to be onsite on Friday at 7AM. It was noted that the roadway would be closed to the public. Election packets were available with the City Recorder. Updated evacuation maps were on the website, indicating the best routes to evacuate neighborhoods in the event of an emergency. The Splash Pad at Chuck Roberts Park was now open. The city encouraged residents to sign up for Citizen Alert, and Weed Abatement was ongoing. Fire danger had increased to MODERATE, and the HARP program was now open and taking applications.

Councilor Paré-Miller announced that the Public Arts Committee will be hosting an Open Gallery for artists on Sunday, June 30, 2024 at City Hall starting at 3PM. Light refreshments will be available.

**4. Speakers Heard on Non-Agenda Items (00:06:42)**

None requested.

**5. Public Hearing**

**5.1 Budget Hearing for Supplemental Budget Adjustment for Fiscal Year 2023-2024**

City Manager Milliman delivered a staff report for the Budget Hearing regarding the supplemental City Council Regular Meeting Minutes | June 18<sup>th</sup>, 2024 | Page 1



budget adjustment for Fiscal Year 2023-2024. He explained that the adjustments, although relatively minor, met the statutory threshold requiring approval of a supplemental budget to accommodate changes totaling approximately \$32,000 combined. This hearing addressed the required action, with the resolution for the supplemental budget listed as agenda item 9.1.

Mayor Ayers-Flood read budget hearing script and opened the public hearing. **(00:08:39)**

Mayor Ayers-Flood asked the audience, both in-person and online, if they would like to ask a question or make a comment. No requests for public comment made.

Mayor Ayers-Flood closed the budget hearing. **(00:09:25)**

## 5.2 Budget Hearing for Fiscal Year 2024-2025 Budget

City Manager Milliman delivered a staff report for the Budget Hearing regarding the Fiscal Year 2024-2025 Budget. He informed the council that the budget had been approved by the Budget Committee and was now the complete city budget for FY 2024-2025. This portion of the meeting served as a public hearing. Milliman noted that the city received several inquiries about the budget on the day of the meeting, specifically regarding potential increases in taxes. He clarified that there were no proposed increases in property tax rates in this budget, addressing confusion between property tax rates and assessed property valuations seen in recent correspondence. The City Council was not considering any property tax rate increase for the upcoming fiscal year. Summary sheets for the budget were included in the meeting packet, and the full budget, along with a narrative describing the various funds and budget construction, was available online on the city website.

Mayor Ayers-Flood read budget hearing script and opens the public hearing. **(00:14:53)**

Mayor Ayers-Flood asked the audience, both in-person and online, the process to ask a question or make a comment. No requests for public comment made.

Mayor Ayers-Flood closed the budget hearing. **(00:15:35)**

## 6. Department Reports **(00:16:08)**

### 6.1 City Manager Report

City Manager Milliman delivered his report to the council. He reported that staff and representatives from Rogue Valley Council of Governments met with the Office of Emergency Management (OEM) grant staff to kick off the FEMA-funded Hazardous Materials Mitigation program on the Bear Creek Greenway. This grant, submitted about four years ago, had been a long time in coming. Milliman informed the council that under this disaster declaration, this was the last grant to be awarded. The meeting focused on the \$1.3 million project, covering a lot of detail on how the project would be administered. The award letter had been issued, agreements had been signed, and everyone was prepared to start. Some preliminary work, such as environmental assessments and setting up the grant management system, needed to be completed.

### 6.1 Urban Renewal Activities Report

City Manager Milliman delivered an Urban Renewal Agency activities report to the council. Agency staff met with the grant staff at Oregon Housing & Community Services (OHCS), who requested additional information to supplement the PIER application and finalize the grant agreement. The draft of the grant agreement was currently with the Department of Justice, being crafted by their attorneys.

## 7. Consent Calendar **(00:25:18)**

7.1 Approval of City Council Study Session Meeting Minutes, January 29<sup>th</sup>, 2024

7.2 Approval of City Council Regular Meeting Minutes, February 7<sup>th</sup>, 2024



- 7.3 Approval of City Council Regular Meeting Minutes, February 21<sup>st</sup>, 2024
- 7.4 Approval of City Council Regular Meeting Minutes, March 6<sup>th</sup>, 2024
- 7.5 Approval of City Council Study Session Meeting Minutes, May 1<sup>st</sup>, 2024
- 7.6 Approval of City Council Regular Meeting Minutes, May 1<sup>st</sup>, 2024
- 7.7 Approval of City Council Regular Meeting Minutes, May 15<sup>th</sup>, 2024

**Motion (00:25:36):** Councilor Byers moved to approve the Consent Calendar. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers and Paré-Miller) 0 nays. Motion carried.

## 8. Unfinished Business (00:26:00)

### 8.2 Update on Oregon Watershed Enhancement Board – Upland Canopy Grant

OWEB Grant Administrator Hector Flores updated the council on the Oregon Watershed Enhancement Board - Upland Canopy grant. City Engineer Gaoying Vigoa transitioned documents and updates, requiring one final meeting for land agreements and supporting documents. CASA meetings revealed that tree planting at Talent Mobile Estates, initially expected by spring, would likely occur in mid-October, and the landscape plan now includes trees for the city right-of-way. A meeting with Rachel Thompson clarified grant changes, allowing funds for Summer Place wetlands, including a water meter and labor costs, with a draft budget amendment in progress. Thompson also confirmed that many decisions could be made independently, including identifying additional sites, as Mountain View Estates opted out due to their maintenance preferences. Overall, progress continued smoothly with necessary adjustments and clarifications.

## 9. New Business (00:32:21)

### 9.1 Adoption of Resolution 2024-091-R Supplemental Budget Adjustment for the Fiscal Year 23-24

City Manager Milliman sought approval of the supplemental budget adjustment for fiscal year 2023-2024 with resolution 2024-091-R.

**Motion (00:33:32):** Councilor Collay moved to approve resolution 2024-091-R authorizing a supplemental budget adjustment increasing resources and making appropriations for the City of Talent fiscal year beginning July 1, 2023 and ending June 20, 2024. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 9.2 Resolution 2024-092-R to Make Budget Appropriations and to Adopt the City of Talent Fiscal Year 2024-2025 Annual Budget

### 9.3 Resolution 2024-093-R to Categorize and Impose City of Talent Property Taxes and Establish City's Property Tax Rates for FY 2024-2025

### 9.4 Resolution 2024-094-R to Certify City is Eligible to Receive State Shared Revenue and Elect to Receive State Shared Revenue

City Manager Milliman delivered a staff report to the council covering agenda items 9.2, 9.3, and 9.4. He noted that the budget document had been approved by the Budget Committee on June 5, 2024, and summarized it in the staff report, including data sheets in the packet. He reminded the public that the full document is available for review online. City Manager Milliman recommended that the council adopt each of these resolutions by separate motion.

**Motion (00:36:41):** Councilor Byers moved to adopt resolution 2024-092-R to Make Budget Appropriations and to Adopt the City of Talent Fiscal Year 2024-2025 Annual Budget. Councilor Pastizzo seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

**Motion (00:38:17):** Councilor Paré-Miller moved to adopt resolution 2024-093-R to Categorize and Impose City of Talent Property Taxes and Establish City's Property Tax Rates for FY 2024-2025. Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

**Motion (00:39:33):** Councilor Byers moved to adopt resolution 2024-094-R to Certify City is Eligible to Receive State Shared Revenue Funds and Elect to Receive State Shared Revenue Funds for Fiscal Year 2024-2025. Councilor Pastizzo seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

#### 9.5 Agreement Between City of Talent and Phoenix-Talent Schools Regarding School Resource Officer for 2024-2025 Academic School Year

Chief of Police Jennifer Snook delivered a staff report for this agenda item. Mayor change that was made included the additional service to Talent Elementary School

**Motion (00:45:35):** Councilor Collay moved to authorize the City Manager to execute the agreement with the Phoenix-Talent School District for a school resource officer for 2024 through 2025 . Councilor Byers seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

#### 9.6 Adoption of Resolution 2024-095-R Delegating Purchasing Authority and Establishing Purchasing Limits for City Staff

City Manager Milliman delivered a staff report to the council, highlighting the need to update purchasing authority limits established last August. Due to recent staff changes and a review of regional practices, Milliman recommended increasing the City Manager's limit from \$35,000 to \$50,000. The Finance Director's and City Planner's limits would remain the same. The Police Chief's limit would increase to \$45,000, and the City Engineer's limit would be set at \$25,000, replacing the former Public Works Director's position. Most other department heads would have a \$25,000 limit, with other limits unchanged.

**Motion (00:49:54):** Councilor Collay moved to adopt resolution 2024-095-R Delegating Purchasing Authority and Establishing Purchasing Limits for City Staff. Councilor Pastizzo seconded motion.

**Discussion:** None.

**Vote:** 5 ayes (Collay, Ponomareff, Pastizzo, Byers, Paré-Miller) 0 nays. Motion carried.

### 10. Commission / Committee Reports

*Addressed after agenda item 11.*

### 11. Other Business and Future Agenda Items (00:51:00)

#### 11.1 Review of Look-A-Head

City Manager Milliman informed the council that he has requested that City staff provide him with a list of current projects that would need to be placed on future council agendas. Another items that is expected on a future council agenda include a Gas Resolution from the Together for Talent Committee.

Mayor asked if there would be an update on work being done with Salazar Architects. City Manager informed the council that an update would be provided at an upcoming Talent Urban Renewal Agency meeting.

**10. Commission / Committee Reports (00:56:15)**

Councilor Collay reported that the Urban Forestry Committee is considering moving their meeting time to better accommodate staff liaison Gaoying's work schedule.

Councilor Ponomareff reported that the Traffic Safety and Transportation Commission had restarted their meetings.

Councilor Ponomareff reported that the Together for Talent Committee is working on updating their bylaws and that the committee is interested in participating in understanding their role in emergency preparation.

**12. Written Communications**

None submitted.

**13. Adjournment 8:24 PM (00:59:30)**

Respectfully submitted by:

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Hector Flores, City Recorder

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



**TALENT CITY COUNCIL  
REGULAR MEETING MINUTES**  
- HELD AT TOWN HALL  
AND VIA ZOOM -  
July 17, 2024 – 6:45 PM

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

**1. Call to Order/Roll Call at 7:01 PM (00:01:49)**

<b>Members Present:</b>	<b>Members Absent:</b>
Mayor Ayers-Flood Councilor Collay Councilor Greider Councilor Byers Councilor Paré-Miller	Councilor Pastizzo Councilor Ponomareff
<b>Also Present:</b>	
Gary Milliman, City Manager Dave Lohman, City Attorney Hector Flores, City Recorder Gaoying Vigoa, City Engineer, Public Works Administrator Nick Schubert, City Planner	

**2. Additions / Corrections to Agenda (00:02:12)**

No additions or corrections made.

**3. Community Announcements (00:02:18)**

City Manager Milliman provided several updates, including a list of local music, art, and entertainment at [talentbusinessalliance.com](http://talentbusinessalliance.com) and a vacancy on the Urban Forestry Committee, with details on the city website. He noted that City Council election packets were available at City Hall, with an August 20 signature verification deadline. Updated emergency preparedness information, including maps and evacuation routes, available on the city website. He informed the council that the fire danger had been deemed extreme by the Oregon Department of Forestry, with more details at [swofire.com](http://swofire.com). He also mentioned that the Homeowners Assistance and Reconstruction Program (HARP) was open for applications, with information at [accesshelps.org](http://accesshelps.org).

**4. Speakers Heard on Non-Agenda Items (00:04:19)**

None requested.

**5. City Reports (00:04:37)**

5.1 City Manager Report

City Manager Milliman reported to the council on recent power outages in Talent, citing causes such as new wildfire detection devices and downed trees. He assured that the city was working with Pacific Power to improve the system and public information. In preparation for potential outages, the city was installing a new emergency generator at the police station, servicing portable generators, and enhancing the battery backup system to prevent IT network disruptions. Additionally, Milliman

mentioned partnering with the Talent Business Alliance to transition the Harvest Festival management to the nonprofit sector.

## 5.2 Urban Renewal Activities Report

City Manager Milliman reported to the council that the state had agreed to fully fund the city's PIER application. The city held several meetings with state staff and their consultants, as well as with Rogue Valley Council of Governments (RVCOG), which will administer the grant from the city's side. The meetings focused on grant management details, including fund drawdowns, grant agreement conditions, and compliance with federal guidelines. The city's project engineer was revising the budget to meet these guidelines. Additionally, Milliman discussed a meeting with state staff and Access regarding the Gateway transitional housing project. The discussions covered plans for trailer disposition and resident housing assistance. Legal clarifications were needed from the state's counsel, and the city attorney was preparing the necessary conveyance documents. Milliman anticipated resolving these issues within the next few weeks.

## 6. Consent Calendar (00:14:48)

### 6.1 Authorize City Manager to Pay City County Insurance Services Insurance Premium

**Motion (00:15:32):** Councilor Byers moved to authorize the City Manager to pay City County Insurance Services Insurance Premium in the amount of \$178, 023.89. Councilor Paré-Miller seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Collay, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

## 7. Unfinished Business (00:16:18)

### 7.1 Adoption of Resolution 2024-096-R, Establishing Rental Rates on City Property

Mayor Ayers-Flood asked for any conflicts of interest on this agenda item.

Councilor Paré-Miller declared an actual conflict of interest because of their work for the Talent Business Alliance which is a non-profit that currently rents space from the City of Talent.

Mayor Ayers-Flood declared an actual conflict of interest as a paid employee of Micro Enterprise Services of Oregon (MISO) which is co-located with the Talent Business Alliance, and which rents space from the City of Talent. Mayor Ayers-Flood handed gavel to Council President Byers.

Council President Byers continued meeting as presiding officer.

City Manager Milliman delivered the staff report to the council, informing them about the new rate schedule for city-owned property. The council had previously discussed this topic. The new schedule formally adopted a rate of \$1.10 per square foot per month for nonprofit office use. Additionally, the city would continue the practice of negotiating rates individually for non-office spaces.

**Motion (00:18:01):** Councilor Collay moved to adopt resolution 2024-096-R, Establishing Rental Rates on City Properties. Councilor Greider seconded motion.

**Discussion:** None.

**Vote:** 4 ayes (Collay, Greider, Byers and Paré-Miller) 0 nays. Motion carried.

Council President Byers returned gavel to Mayor Ayers-Flood.

Mayor Ayers-Flood resumed role as presiding officer.

Councilor Paré-Miller returned to the council dais.

## 8. New Business (00:19:07)

No items to report on.

## 9. Commission / Committee Reports (00:19:17)

Councilor Byers reported that the Parks Commission held a meeting last Wednesday. The primary discussion focused on the re-envisioning of Chuck Roberts Park, including the labyrinth project, community input for a larger dog park for large dogs, new tennis/pickleball courts, and an accessible playground. However, the Parks Commission decided not to make a recommendation to the council yet. Instead, they opted to hold a public hearing to gather more input from the community before making any recommendations.

Councilor Collay reported that the Urban Forestry Committee met last week. Several members had been assisting with watering trees on city property, including both recently planted trees and those planted in previous years that still require care. The councilor commended the members for their efforts and thanked the City Manager for providing a city water source. Concerns were raised about irrigation systems not working properly at various parks and city properties, which have been communicated to city administration. The committee also discussed ongoing questions about Title 17 and 18 codes, particularly concerning the tree code and the consultation process. This issue is expected to be addressed at the next city council meeting. Additionally, a motion was made regarding a Citizen Science Project involving air quality monitoring related to trees.

Councilor Pare-Miller reported that the Public Arts Committee met at the beginning of July. On June 30th, they held arts open house at City Hall featuring current artists. Recently, committee members gathered at City Hall to install new artwork by Megan Young, an oil painter. The committee is planning more events and will reach out to staff about a potential donation of two paintings by Sarah Burns. More details on these events and donations will be forthcoming.

## 10. Other Business and Future Agenda Items (00:23:30)

### 10.1 Review of Look-A-Head

City Manager Milliman informed the council that the water meter replacement purchase had been delayed several times due to necessary clarifications with the contractor. After resolving these issues with the City Attorney's assistance, he was confident that the matter would be ready for inclusion on an upcoming council agenda.

Mayor Ayers-Flood requested an update on the Foss Road project.

Councilor Greider asked for clarification on the upcoming Talent Urban Renewal meeting. City Manager Milliman explained that the meeting is a study session and that the time can be adjusted to accommodate councilor schedules.

## 11. Written Communications

None submitted.

## 12. Adjournment 7:27 PM (00:26:25)

Respectfully submitted by:

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Hector Flores, City Recorder

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**PLANNING COMMISSION  
REGULAR MEETING/STUDY SESSION MINUTES  
January 23, 2024**

*Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: [www.cityoftalent.org](http://www.cityoftalent.org)*

**REGULAR MEETING – 6:40 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the "Citizens Heard on Non-agenda Items" section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.*

**I. Call to Order/Roll Call at 6:40 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Volkart Vice Chair D'Amato Commissioner Davis Commissioner Hazel Commissioner Shapiro Commissioner Riley	
<b>Also Present:</b>	
Kristen Maze, Community Development Director (CDD) Nick Schubert, Community Development Planner	

**II. Brief Announcements by Staff -Audio out from 0:00 to 0:24:37**

**III. Consideration of Minutes-November 28, 2023**

Motion: Move to approve the minutes from November 28, 2023.

Vote: Five ayes, Commissioner Hazel abstained. Motion carries.

**IV. Election of Chair and Vice Chair**

Commissioner Shapiro moved to elect Commissioner Riley as Chair. Commission Davis seconded.

Vote: All ayes. Motion Carries

Commissioner Volkart moved to elect commissioner Shapiro as Vice Chair. Commissioner D'Amato seconded.

Vote: All ayes. Motion Carries.

**V. 6.2 Building Orientation/Tree Planting** Discussion regarding the orientation of buildings away from the street, in this instance South Pacific Hwy (99). Commissioner Volkart stated that if builders are allowed to orient residential/commercial buildings away from the street then he wants to move forward with potentially



appealing to the council to consider changing the code. His interpretation is that they shouldn't have built it based on the final orientation.

Discussion was also had regarding the planting of trees on site. Commissioner Volkart wanted more clarity on this issue. Interesting that the engineer for the applicant did not want to build on top of the fiber optic cable within the Public Utility Easement (PUE). The code does say that no person shall plant any tree in the city so as to adversely affect public utilities.

Planning Director Maze-if they can plant street trees they will, but not if it interferes with a utility easement. It doesn't make sense to plant there as it damages the utilities and trees will need to be taken out. We are looking for other places to plant trees because of this, there are ways to get around this. We can ask them to plant more trees, and this will be a requirement per the CFA when that comes into effect.

Chair Riley-Proposing that we revisit orientation discussion as we need to motion an appeal to the city council to potentially change the code to orient the streetscape. We will start a to-do list and we can order it up at a later date after further discussion at later agenda.

Motion to suspend order of business for public comment, all yes.

**VI. Public Comment** Mr. Lichtenstein questioned the specific location of the site that Commissioner Volkart was speaking about in terms of orientation.

**VII. Propositions and Remarks from the Commission** Commissioner Volkart in response to Mr. Lichtenstein's public comment regarding the location of site discussed as 210 N. Pacific Highway, the old Goodnight Inn as the residential/commercial property.

Chair Riley-The Rezone CPA is coming back to us. Information on the wetland & wetland designation. Wait until application comes back to discuss at later date (w/ applicant).

To-do list: Cluster housing-wants to take all information and give it to the commission in the form of a PowerPoint, to look at it again to move forward with it.

Chair Riley called for a study session in mid-February for the purpose of presenting Climate Friendly Equitable Community (CFEC) summary in further detail. Committee agreed to schedule February 13<sup>th</sup> at 6:00 pm for a study session.

Commissioner Volkart-regarding architectural review wants to ask staff, to get meeting notes on website in order to track it. Staff let the commission know we can update the website and post the agenda for architectural review as time allows.

Chair Riley brought up 'Element F' on agenda, 'open space and public facilities'. In response Planning Director Maze stated that the city is currently working on multiple grants. Once the grants are completed, we will work on rewriting code sections (Title 17 & 18 of the TMC).

Architectural review committee is working on writing guidelines for that specific code section. Will report to the planning commission with their findings for guidelines when finished.

**VIII. Adjournment at 7:45 PM**

Respectfully submitted by:



Kristen Maze, Community Development Director

Attest:



Joi Riley, Planning Commission Chair

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**PLANNING COMMISSION  
STUDY SESSION MINUTES  
February 13, 2024**

*Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: [www.cityoftalent.org](http://www.cityoftalent.org)*

**REGULAR MEETING – 6:02 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.*

**I. Call to Order/Roll Call at 6:02 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Riley Vice Chair Shapiro Commissioner D’Amato Commissioner Volkart	Commissioner Davis Commissioner Hazel
<b>Also Present:</b>	
Kristen Maze, Community Development Director (CDD) Nick Schubert, Community Development Planner	

**II. Brief Announcements by staff** – Reminder that next commission (2/27) will be a public hearing remand for CPA 2023-001 and REZ 2023-001 for consideration of a comprehensive plan amendment and zone change from commercial to residential.

**III. Discussion/Exercise-Climate Friendly Equitable Community (CFEC)**

Staff made a brief presentation based on the previous Climate Friendly Equitable Community PowerPoint presentation made by Jame Shireman of RVCOG. Staff stated that the next step is an analysis to see what city zone changes are necessary for the CFA area. There was further discussion with commissioners about the 50’ building height.

Chair Riley (0:34:45)-would like to cover some of the issues as to why we wanted to have this meeting. Commissioner Volkart asked the question as to why we couldn’t do the CFA in TA-4 and TA-5. Staff response was that we could not pursue this because it is not currently in our UGB. Top down no public involvement-was told during original presentation that historical area where CFA overlaps will not uphold. Director Maze in response states that the CFA does not negate the entire historic district and the design criteria can still be upheld. Director Maze stated that the city has not heard further updates for Phase 2 for CFEC going forward.

Director Maze pointed out the letter from Debbie Rapaport-read letter to commission regarding CFEC and parking issues.

**IV. Adjournment at 6:40 PM**

Respectfully submitted by:



\_\_\_\_\_  
Kristen Maze, Community Development Director

Attest:



\_\_\_\_\_  
Joi Riley, Planning Commission Chair

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**PLANNING COMMISSION  
REGULAR MEETING MINUTES  
February 27, 2024**

*Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: [www.cityoftalent.org](http://www.cityoftalent.org)*

**REGULAR MEETING – 6:36 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.*

**I. Call to Order/Roll Call at 6:36 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Riley Vice Chair Shapiro Commissioner Davis Commissioner Hazel Commissioner D’Amato Commissioner Volkart	
<b>Also Present:</b>	
Kristen Maze, Community Development Director (CDD) Nick Schubert, Community Development Planner	

**II. Brief Announcements by staff** –Goal setting session on Saturday (2/24) went over last year’s goals and added a few. One of the goals is the railroad district feasibility study. Putting together an advisory committee asking that two planning commissioners be on this committee.

Buildable lands inventory draft is ready-will be setting up a stakeholder meeting then an open house along with a planning commission meeting.

Current planning projects-still working on the multi-housing site plan review at 220 Suncrest Rd. Kick-off of CFEC and Bear Creek Greenway Grants. Director Maze asked to be on the CFEC model code committee. The Mass Timber code will be updated as well (for modular housing) they have asked that they review our code, to add modular housing in addition to manufactured housing to the code.

**III. Consideration of Minutes –None.**

**IV. Public Comment on Non-Agenda Items – None.**

**V. Public Hearings Remand from City Council** CPA 2023-001 and REZ 2023-001 for consideration of a comprehensive plan amendment and zone change from commercial to residential.

No conflicts of interest from planning commissioners.

Applicant’s representative provided the commission with a PowerPoint presentation.

Motion (54:20) Commissioner Volkart 'I move to deny CPA 2023-001 and REZ 2023-001, a request to change the comprehensive map designation and zoning map designation on Tax lot 1903'  
Vice Chair Shapiro seconded the motion.

Commissioner Volkart spoke to his motion, stating that he found that the applicant has failed to demonstrate that talent does not have an adequate supply of residential options. Following the Alameda Fire the city of Talent has built back its residential more densely and has accommodated more residential development through Title 18 zone code revisions. As demonstrated in last public hearing applicant did not realize build potential under mixed use that is allowed. Mixed use is a needed, viable housing option.

Applicant has failed to demonstrate that the current zoning status of the parcel is inconsistent with the comprehensive plan or that the allowed residential buildability within the zone is insufficient. The talent comprehensive plan addresses the needs of Talent and was based on long term planning objectives to address the future needs of the community. Talent needs commercial zones with mixed use opportunities and that is available to the applicant in the CH zone. A comprehensive analysis is preferable to individual parcel rezoning, a process that does not allow for citywide comprehensive analysis. The ability to build residences is already available within the zone, a potential solution while keeping the zone itself. The applicant failed to address the protection of the wetland on site, no setback was on conceptual site plan as well.

Commissioner Hazel shared her remarks on the project that they have to abide by state law in regards to setback from the wetland. The applicant had addressed setbacks and making the wetland area a part of a park, dedicating land to the city as park land. It will remain parkland as shown in comprehensive plan. Commissioner Hazel also discussed her opinion that it would be a good option to re-zone, is it is not directly off Valley View but tucked back inside and between the MH park and abutting other homes. If zone was changed it would be a nice transition backing up into commercial businesses while taking advantage of being in a residential area and adjacent to the creek and that the city of Talent does need more housing. Connectivity and walkability would also be potentially improved with connective trails that would help decrease the need to drive between residential and commercial areas of the city, Goal 14.

Commissioner D'Amato discussed that the current comprehensive plan clearly states that we have too much commercial and need more residential. She stated that the project made really good use of the property without taking anything away. Based on our current housing plan adding townhouses there would be beneficial to Talent and its residents-the project is justified based on that.

Commissioner Shapiro shared her concerns on further changes to the already mitigated wetland.

Motion (1:13:00) Chair Riley motions a roll-call vote:

Ayes-Chair Riley, Vice Chair Shapiro, Commissioner Davis, Commissioner Volkart  
No-Commissioner Hazel, Commissioner D'Amato.

Director Maze asked the question to the commission to use commissioner Volkart's findings for denial. Yes-will have to come back and approve findings. Supplementary findings will be attached to minutes from this meeting.

## **VI. Propositions and Remarks from the Commission**

Proposition of Senate Bill 8, Senate Bill 2001 discussion at a future study session.

## **VII. Adjournment at 7:38 PM**



Respectfully submitted by:



\_\_\_\_\_  
Kristen Maze, Community Development Director

Attest:



\_\_\_\_\_  
Joi Riley, Planning Commission Chair

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**PLANNING COMMISSION  
REGULAR MEETING MINUTES  
April 9, 2024**

*Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: [www.cityoftalent.org](http://www.cityoftalent.org)*

**REGULAR MEETING – 6:30 PM**

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**I. Call to Order/Roll Call at 6:30 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Riley Vice Chair Shapiro Commissioner Davis Commissioner Hazel Commissioner D’Amato Commissioner Volkart	
<b>Also Present:</b>	
Nick Schubert, Community Development Planner Dave Lohman, City Attorney	

**II. Brief Announcements by staff –None.**

**III. Consideration of Minutes -PC Minutes** for January 23,2024, February 13, 2024, and February 27, 2024, for approval. Commissioner Volkart would prefer to add his findings to the February 27, 2024 Minutes.

Motion (6:34): Commissioner Volkart moves to approve the February 13, 2024, study session meeting minutes as is. Commissioner D’Amato seconds the motion. All ayes. Motion carries.

Motion (6:35): Commissioner Volkart moves to take up January 23<sup>rd</sup> and February 27<sup>th</sup> minutes and reschedule for discussion at next meeting. Commissioner Davis seconds. All ayes. Motion carries.

**IV. Public Comment on Non-Agenda Items – None.**

**V. Planning Commissioner Interviews**-Commissioners interviewed Russell Hodgdon & Jason Clark; both presented their cases for planning commissioner.

Motion (7:10): Commissioner Volkart: “I move to recommend appointment of Jason Clark to vacant planning commissioner seat” Four ayes, two nos. Motion carries for approval recommendation from planning commission. Final decision is up to the city council & mayor.

Recess (7:12-7:16)

**VI. Adopt Findings of Denial;**

- a. CPA 2023-001 for a denial of a comprehensive plan amendment from commercial to residential
- b. REZ 2023-001 for a denial of zone change from commercial to residential.

City Attorney Dave Lohman presented the updated findings for denial.

Planning Commission and City Attorney agreed to use updated findings with revisions using the city attorneys' findings with added findings from commissioner Volkart.

Motion (8:45): Commissioner Davis: "I move to approve draft findings provided by the city attorney as amended for CPA 2023-001 & REZ 2023-001" Vice-Chair Shapiro seconds the motion. Four ayes, two nos. Motion carries.

**VII. Propositions and Remarks from the Commission**

Commissioner Hazel remarked that the reason she voted no was because she still did not agree with the initial decision findings. No further propositions or remarks.

**VIII. Adjournment at 8:48 PM**

Respectfully submitted by:



Nick Schubert, Community Development Planner

Attest:



Joi Riley, Planning Commission Chair

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**PLANNING COMMISSION  
REGULAR MEETING MINUTES  
May 28, 2024**

*Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: [www.cityoftalent.org](http://www.cityoftalent.org)*

**REGULAR MEETING – 6:30 PM**

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**I. Call to Order/Roll Call at 6:41 PM**

<b>Members Present:</b>	<b>Members Absent:</b>
Chair Riley Vice Chair Shapiro Commissioner Clark	Commissioner Davis Commissioner Hazel Commissioner D’Amato Commissioner Volkart
<b>Also Present:</b>	
Nick Schubert, Community Development Planner Dave Pastizzo, Ex-Officio	

**II. Chair Riley opened and closed due to lack of quorum.**

**III. Adjournment at 6:42 PM**

Respectfully submitted by:

Nick Schubert, Community Development Planner

Attest:

Joi Riley, Planning Commission Chair

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# City Council Agenda Report

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**Meeting Date:** August 7, 2024  
**Department:** Finance  
**Staff Recommendation:** Informational

**Staff Contact:** Tessa DeLine  
**E-Mail:** TDeLine@cityoftalent.org  
**Estimated Time:** 10 minutes

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## ISSUE BEFORE THE COUNCIL

Consideration of Vehicle Replacement Plan

## BACKGROUND

The City of Talent has twenty-two vehicles in its fleet. These vehicles serve the Police, Public Works, Community Development, and Administration departments. The fleet is composed of police patrol vehicles, pickup trucks, large trucks (i.e., dump truck and flatbed) and SUV's and are used for a variety of purposes. Having a well-maintained fleet is essential to ensuring the health and safety of our employees, our citizens, and as well as for the efficient operation of the City of Talent.

### Fleet Overview

- **Average Age:** 12 years. The oldest vehicle in Talent's fleet is 24 years old.
- **Average Mileage:** 89,006 miles. A truck in the Public Works Department has over 213,000 miles on the odometer.
- **High Annual Maintenance Costs:** Costly repairs are made even worse by supply chain issues and long lead times. In addition, it takes two employees to shuttle a vehicle into a mechanic or to an automotive service center for drop off and pick up (approximately 45 minutes each round trip).
- **Used or Donated Vehicles:** 6 of the City of Talent's vehicles have been donated USED by other municipalities who found that it was not in their best interest to retain the vehicles due to high mileage or increased repair costs. Three vehicles were purchase used.
- **Low Resale Values:** Majority of the city's fleet has low resale value due to high mileage, high amount of wear and tear, and numerous cosmetic issues.

### Fleet Replacement Policy

The City of Talent has had a policy for vehicle replacement for two years. The last time it was updated was in January 2024. The fleet data in the policy is intended to be updated and reviewed prior to the formulation of the annual budget.

### Fleet Scoring

The Fleet Replacement Policy measures the following and assigns a score:

- Vehicle Age



- Vehicle Mileage
- Annual Maintenance Costs
- Vehicle Use
- Fuel Type
- Resale Value

Vehicle Scoring (*higher the score, the more urgent the replacement*)

- 1 to 15 Points – No need to replace.
- 16 to 21 Points – Prepare for replacement in 3 to 5 years.
- 22 to 27 Points – Needs to be replaced now.

### Vehicle Replacement Strategy

- In the years 2024-25 through 2026-27 it is recommended that three vehicles be replaced each year. Starting in the years 2027-28 forward, a maximum of two vehicles will be recommended for replacement. The goal is to get on a replacement cycle that does not over burden the finances of the City of Talent.
- Vehicle scoring as outlined in the policy will be used as a guide. Management will determine which vehicles are currently in need of replacement. For example, the 2004 dump truck that is slated for replacement in 2027-28 may be pushed out to later years due to the excessive cost of replacement.
- Purchases will be financed either through a lease or a loan to minimize impact on cash flow.
- Grants for vehicle replacements will be sought.
- Purchases for new vehicles will be highly encouraged due to reliability and likely less expensive financing.
- Fuel efficiency will always be considered whenever possible.

### **FISCAL IMPACT**

Vehicle replacements and purchases for the fiscal year 2024-25 have been planned and budgeted for. These purchases will be financed and not cash purchased. Vehicle replacements for the 2025-26 fiscal year have been identified but will solidify only after updating the Fleet Replacement Policy in year 2025 and after having a firm understanding of the City of Talent's financial situation.

### **POTENTIAL MOTION**

None.

### **ATTACHMENTS**

- Fleet Replacement Timeline



# City of Talent

## Fleet Replacement Schedule (Tentative)

Department	Vehicle	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Public Works	2000 Ford Sanding Truck			Replace							
Public Works	2004 Chevrolet Silverado				Replace						
Public Works	2004 Ford Dump Truck							Replace			
Public Works	2005 Toyota Tundra					Replace					
Public Works	2006 Ford F350						Replace				
Police	2008 Dodge Charger		Replace								
Public Works	2008 Ford F350	Replace									
Police	2009 Dodge Charger		Replace								
Police	2012 Chevy Colorado					Replace					
Police	2013 Ford Explorer			Replace							
Administration	2013 Ford Escape								Replace		
Police	2014 Chevy Tahoe		Replace								
Police	2014 Dodge Charger	Replace									
Police	2015 Ford Explorer	Replace									
Police	2015 Ford Taurus			Replace							
Public Works	2016 Chevrolet Silverado								Replace		
Police	2016 Ford Explorer						Replace				
Police	2017 Ford Explorer				Replace						
Police	2021 Ford Exp.Hybrid							Replace			
Police	2022 Ford Explorer									Replace	
Public Works	2023 Ford F450										Replace

**Look-A-Head**

City Council Regular Meeting

August 7, 2024

Upcoming Meetings:

- August 13, 2024 – TURA Study Session
- August 21, 2024 – Council Study Session
- August 21, 2024 - Regular TURA Regular Meeting
- August 21, 2024 - Council Regular Meeting
- September 4, 2024 - Council Regular Meeting
- September 18, 2024 – Regular TURA Meeting
- September 18, 2024 – Council Regular Meeting

Here's a preview of upcoming city council meetings and possible agenda items:

**August 13, 2024 – TURA Study Session**

- Workshop on Gateway Development Plan with Salazar Architects

**August 21, 2024 – Council Study Session**

- Final session to update Council Rules of Procedure

**August 21, 2024 – Regular TURA Regular Meeting**

- Disposition of OHCS Gateway Loan
- \_\_\_\_\_

**August 21, 2024 – Council Regular Meeting**

- Old Business
  - Appointment of Members to Architectural Review Committee (*clarification*)
  - Award Contract for Water Meter System Replacement Purchase
  - \_\_\_\_\_
- New Business
  - Discussion on Bioswales visibility
  - Discussion of Splash Pad Use and Cost
  - Adoption of Natural Gas Resolution
  - Update Together for Talent Bylaws
  - Resolution for Works Compensation and Volunteer coverage

**September 4, 2024 – Council Regular Meeting**

- Old Business
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- New Business
  - \_\_\_\_\_
  - \_\_\_\_\_

- \_\_\_\_\_

**September 18, 2024 - Regular TURA Regular Meeting**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**September 18, 2024 - Council Regular Meeting**

- Old Business
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- New Business
  - Ordinance banning Psilocybin
  - Ordinance banning camping on city property
  - \_\_\_\_\_

**October: Town Hall Workshops**

- \_\_\_\_\_
- \_\_\_\_\_

**October 2, 2024 - Council Regular Meeting**

- Old Business
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- New Business
  - Approval of City Audit
  - \_\_\_\_\_
  - \_\_\_\_\_

**October 16, 2024 - Regular TURA Regular Meeting**

- Approval of TURA Audit
- \_\_\_\_\_