

**Central Point
City Hall
541-664-3321**

City Council

Mayor
Hank Williams

Ward I
Bruce Dingler

Ward II
Michael Quilty

Ward III
Brandon Thueson

Ward IV
Allen Broderick

At Large
Rick Samuelson
Tanea Browning

Administration
Chris Clayton, City
Manager
Deanna Casey, City
Recorder

**Community
Development**
Tom Humphrey,
Director

Finance
Steven Weber,
Director

Human Resources
Elizabeth Simas,
Director

**Parks and Public
Works**
Matt Samitore,
Director
Jennifer Boardman,
Manager

Police
Kris Allison Chief

**CITY OF CENTRAL POINT
City Council Meeting Agenda
November 10, 2016**

Next Res. 1479
Next Ord. 2030

- I. **REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **PUBLIC APPEARANCES – *Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization.***
- V. **SPECIAL PRESENTATION**
 - Police Volunteer Swearing-In
 - Fire District No. 3 Quarterly Report
- VI. **CONSENT AGENDA**

Page 2 - 8 A. Approval of October 27, 2016 Council Minutes
- VII. **ITEMS REMOVED FROM CONSENT AGENDA**
- VIII. **PUBLIC HEARING, ORDINANCES, AND RESOLUTIONS**
 - 10 - 11 A. Resolution No. _____, Transferring Budget Appropriations within the 2015-17 Budget Regarding Lease of Street Sweeper (Weber/Samitore)
 - 13 - 32 B. Public Hearing/First Reading, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Population and Demographics Element, 2016-2036 (Humphrey)
- IX. **BUSINESS**
 - 34 - 50 A. Discussion of Potential Revisions to Central Point Management Compensation Plan (Clayton)

52 - 56 B. Consideration of Traffic Control Comments for Country Crossing Music Festival (Humphrey)

58 C. Planning Commission Report (Humphrey)

X. MAYOR'S REPORT

XI. CITY MANAGER'S REPORT

XII. COUNCIL REPORTS

XIII. DEPARTMENT REPORTS

XIV. EXECUTIVE SESSION

The City Council may adjourn to executive session under the provisions of ORS 192.660. Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XV. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 72 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-423-1026 (voice), or by e-mail at: Deanna.casey@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta publica de la ciudad por favor llame con 72 horas de anticipación al 541-664-3321 ext. 201

Consent Agenda

**CITY OF CENTRAL POINT
City Council Meeting Minutes
October 27, 2016**

I. REGULAR MEETING CALLED TO ORDER

Mayor Williams called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Mayor: Hank Williams
Council Members: Allen Broderick, Bruce Dingler, Brandon Thueson, and Rick Samuelson were present. Mike Quilty and Tanea Browning were excused.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Lieutenant Brian Day; Parks and Public Works Director Matt Samitore; Parks and Recreation Manager Jennifer Boardman; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES

Mr. Terry Purcell addressed the Council concerning the option to put a bottle redemption center in Central Point. He thinks that the City should instigate this project and manage it. He feels that the new Costco location would be a great area. The one redemption center in the valley is not enough to serve the entire region. He thinks this would be a good option for the City to look into.

V. SPECIAL PRESENTATION

Special Recognition of Al Workman. Parks and Recreation Manager Jennifer Boardman introduced Mr. Workman and explained that he has spent years and many volunteer hours teaching tennis to over 1,000 children in Central Point through the Parks and Recreation Program. Staff has prepared a plaque to install on the Tennis Courts at Pfaff Park in honor of Mr. Workman and all the joy he has brought to Central Point Children. Mr. Workman stated that he enjoys his time teaching and requests that the City budget for repairs to the tennis courts at Pfaff park.

V. CONSENT AGENDA

- A. Approval of October 13, 2016 City Council Minutes
- B. Approval of Red Ribbon Week Proclamation
- C. Approval of Arbor Day Proclamation
- D. Accepting September 30, 2016 Financial Report
- E. Authorizing cancellation of November 24, 2016 and December 22, 2016 Council Meetings

Allen Broderick moved to approve the Consent Agenda as presented. Rick Samuelson seconded. Roll call: Hank Williams, yes; Bruce Dingle, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

- A. Resolution No. 1477, A Resolution of Intent Declaring the City Council's Intent to Initiate an Amendment to the Central Point Comprehensive Plan (Map) and the Central Point Municipal Code Zoning Map from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial for Job Creation in the City of Central Point.**

Parks and Public Works Director Matt Samitore explained that the city has received two land use applications requesting that the City consider changing the land use and zoning on East Pine Street (Biddle) corridor in order to accommodate their business proposal. The change involves replacing existing commercial land with another commercial land use category better suited to the business being proposed. The City adopted an updated Economic Element in 2014 and this is being used to determine the need for more thoroughfare commercial land.

The Department of Land Conservation and Development (DLCD) needs to be notified whenever a city proposed changes to its Comprehensive Plan. If the Council is in support of the proposed changes the resolution of intent will begin the process.

There was discussion regarding the difference between the C-4 and the C-5 zoning. Mr. Samitore stated that there are very few differences, but the C-4 does not have the business type that the applicants need. Staff will explain the differences during the Public Hearing portion of the process. Changing the zoning would not impact the traffic, only allow a different type of business to be located there.

Rick Samuelson moved to approve Resolution No. 1477, A Resolution of Intent Declaring the City Council's Intent to Initiate an Amendment to the Central Point Comprehensive Plan (Map) and the Central Point Municipal Code Zoning Map from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial for Job Creation in the City of Central Point. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingle, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

B. Resolution No. 1478, Adopting a Sidewalk Replacement Program for the Repair and Replacement of City Public Sidewalks to Ensure Safe and Well Maintained City Sidewalks.

Mr. Samitore explained that the City has an established sidewalk replacement policy that is complaint driven. In most cases it is the responsibility of the property owner to keep and maintain the sidewalk adjacent to their property. If there is a complaint or concern about a portion of a sidewalk the city will investigate and if there is a problem the property owner will be informed that they need to correct the issue. The only exception is for City projects such as Pine Street, and Hwy 99. These were city projects and the city inspects and maintains these on an annual basis.

Unfortunately, across the country there have been many lawsuits against the government agencies where people have tripped on sidewalks and hurt themselves. Central Point Municipal Code 12.04 states that sidewalks are the responsibility of the adjacent property owner, but having an adopted policy allows for a second defense against lawsuits.

Most cities have similar policies to what is currently in our Code. Some cities do offer incentives and financing options for property owners who do not have the ability to pay for the replacement. Currently we do not have a policy for financial assistance for sidewalk repair.

There was discussion regarding who should really be responsible for replacing a sidewalk when the City or the development puts in landscape strips and plants trees without the property owners opinion. If the city is requiring trees in the landscape strip that causes a sidewalk to need repair is it really the responsibility of the property owner? Council felt that sidewalk replacement should be on a case by case basis regarding who will pay for it. Sidewalks are public right of ways and the city should pay for or assist in replacement of damaged sidewalks. Staff explained that pre-recession we had a sidewalk replacement plan, but because of budget restraints we have not been able to continue with that plan.

City Attorney Sydnee Dreyer stated that the policy before the Council is to protect the city from law suits. It was recommended by the Insurance Carrier. She recommends approval of the proposed resolution. If after further discussions the Council would like to make changes to the Code the policy can also be changed.

Bruce Dingler made a motion to approve Resolution No. 1478, Adopting a Sidewalk Replacement Program for the Repair and Replacement of City Public Sidewalks to Ensure Safe and Well Maintained City Sidewalks. Allen Broderick seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

VIII. BUSINESS

A. ADA Play Structure at Pfaff Park and GoFundMe Account Discussion

Parks and Recreation Manager Jennifer Boardman explained that the Central Point Parks and Recreation Foundation has determined that their number one priority right now is to raise funds to help install a fully ADA accessible play structure at Robert Pfaff Park replacing the current equipment which is 25 years old.

The Parks Commission has given their support for this project and will look into adding it to the upcoming two year budget cycle and expressed support for a GoFundMe Account to raise donations. The Foundation and Parks Commission will be looking into grant opportunities and other ways to get funds to help with the project.

Brandon Thueson made a motion that the City Council is in support of the ADA play structure at Pfaff Park. Allen Broderick seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

B. Fun Run Report and Donation

Mrs. Boardman stated that the Parks and Recreation Department in conjunction with Anytime Fitness held the 6th annual Run 4 Freedom and Kids Fun Run on July 4th. The run was successful and the numbers were up over last year.

The total revenue for the run was \$2,800 including sponsorships. The total expenses for goods and materials were \$1,236.15. Employee time and expenses were \$1,296.00. Figuring in all expenses our donation to the Crater Booster Club would be \$267.85. The largest expense is the employee time on the day of the event, if the city donates employee costs that would bring the donation amount to \$1,563.85.

Staff is still struggling with how to calculate donation amounts when city staff is involved in an event. There are some events where staff time is not calculated and others where we have been instructed to calculate as part of the expenses. There was discussion that if a donation benefits a city function then staff time would be donated, but if it benefits an outside organization staff time should be considered in the event cost. In the case of the Fun Run the Crater Boosters and the Football team could provide more support lessening the amount of staff time.

City Manager Chris Clayton explained that he would like to continue to see what staff costs are when totaling up expenses for events. The Council would always have the discretion to increase or decrease the amount donated. Council Member Dingler stated that the City has continued to support Crater High School with donations and help. He does not think we should be donating staff time in the future.

It was decided to continue with past practices for this year, but have a policy in place for future events to calculate all costs and let the Council determine the donation amount.

Bruce Dingler made a motion to donate to the Crater Boosters a total of \$1,563.85. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

IX. MAYOR'S REPORT

Mayor Williams reported that he:

- Attended the Medford Chamber Forum where the owner of Dutch Bros spoke on the success of the company.
- Attended the Central Point Chamber Greeters at the Goodwill Store.
- Attended the Skyrman Park ribbon cutting ceremony. He is very impressed with what staff has done for that property.
- Met with Human Resource Manager Elizabeth Simas regarding the Managers Salary Survey.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- He attended the Skyrman Park Ribbon Cutting. It is nice to have Phase one complete.
- He received pictures from the County Administrator. They have completed the landscaping at the RV Park at the Expo. The only thing left to complete is the Club house.
- At the request of Mayor Williams the City sent a letter of support for the Fresh Alliance Food Recovery Program through ACCESS. This program diverts food from the waste stream and distributes still edible, nutritious food to those in need through a network of partner agencies.
- At the next Medford Water Commission meeting they will be presenting the cost of service for next year.
- Next week Mr. Humphrey and Central Point Police Department Staff will be meeting with representatives of the Country Crossings Festival. They will be working on safety and traffic routes for the festival.
- Jackson County Commissioners held a public hearing tonight to discuss the Siskiyou Monument expansion. Central Point Council members may wish to take a position on this issue.
- He had lunch with the new City Manager for Medford this week.

XI. COUNCIL REPORTS

Council Member Allen Broderick reported that he has been paying attention to downtown streetscapes in his recent travels. He recently visited Sedona, Arizona and noticed how nice their down town is. It is very pedestrian friendly and has several of the landscape options that we are considering.

Council Member Bruce Dingler reported that he attended the Development Commission Open house.

Council Member Rick Samuelson reported that he:

- Attended a Crater Football Game.
- Attended the Development Commission Open House.
- Was not able to attend the RVCOG meeting, but received word that the County has been doing fly overs looking for marijuana grows. There are several just outside the city limits, but Central Point doesn't have an issue at this time.

Council Member Brandon Thueson reported that he:

- Attended the School Board Meeting, enrollment numbers are up for the year.
- Attended a Red Cross summit for emergency preparedness. There will be more training opportunities in the future.
- Attended the Development Commission Open House.
- Wanted to thank Mr. Samitore for his quick response regarding speeding complaints in the Hamrick/Vilas Road area.
- Has his daughter in the audience tonight. She has been appointed as Class Secretary and she wanted to see what a real council meeting was like.

XII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that:

- There is a new recommended route for the City Lights Parade. It would start at Central Point Elementary, travel down 4th Street to Pine, then on to 2nd Street ending at City Hall. This would be a longer route, but it would not be on Pine Street for very long. This would alleviate the issues with the Post Office not being able to get into their parking area. The school district has agreed to let us use the parking area for staging the parade.
- Staff will be bringing several policies to Council for consideration. Most of them will be regarding ADA compliance issues around town. We will be modeling our policies after the City of Medford's.

Lieutenant Brian Day reported that the Police Chief has been at a National Police Chiefs Convention and then she went on vacation. She should be back next week. They are gearing up for the Halloween Parties this weekend.

Finance Director Steven Weber reported that:

- The department is ready to implement the budget billing service. This would even out citizens water bills so there isn't a huge spike in the summer months.
- He will be bringing the Audit report to the Council in December. They have not quite finished the report in order to have it on the November agenda.
- He has started having conversations with financial advisors regarding the water reservoir refinancing, and funding opportunities for Pine Street.
- They have received a new Business License application and a change in water billing for the Super 8 Hotel, they have new owners.

City Attorney Sydnee Dreyer reported that she spoke with the Costco Attorney and they are very comfortable with going to the Appeals Court without the City participating. They said that the city has gone above and beyond to help support the decision. They will keep the city informed of any action that is taken from this point forward. There should be a decision by March 1st at the latest. If the LUBA decision is upheld the appellants have an option to take the case to the Oregon Supreme Court. She is not sure of the time line if that action is taken.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Bruce Dingler moved to adjourn, Allen Broderick seconded, all said "aye" and the Council Meeting was adjourned at 8:26 p.m.

The foregoing minutes of the October 27, 2016, Council meeting were approved by the City Council at its meeting of November 10, 2016.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

Resolution

Transferring Budget Appropriations



To: Honorable Mayor and City Council
From: Steve Weber, Finance Director
Date: November 1, 2016
Subject: Transfer of Budget Appropriation

Purpose:

Adopt a resolution transferring budget appropriations.

Summary

During the 2015-17 budget process, funds were allocated in the Internal Services Fund-Fleet Maintenance for the purchase of a new street sweeper. The funds were budgeted in the capital outlay category, however, with the purchase being done as a lease it is more appropriate for the annual lease payments to be recorded as a materials and services line item. To keep the City in compliance with Oregon Budget Law, funds must be transferred from capital outlay to materials and services.

ORS 294.463 allows for transfers of appropriation within funds by ordinance or resolution after a budget has been approved and during the fiscal year or budget period for which the appropriations are made. The ordinance or resolution must state the need for the transfer, the purpose for the authorized expenditures in the appropriation and the amount transferred. The attached resolution meets the requirements of ORS 294.463.

Recommended Action:

Adopt the resolution approving the transfer of budget appropriation.

RESOLUTION NO. ____

**A RESOLUTION TRANSFERRING BUDGET APPROPRIATIONS WITHIN THE 2015-17 BUDGET REGARDING
LEASE OF STREET SWEEPER**

RECITALS:

1. The City budgeted for the purchase of a new street sweeper in the Internal Services Fund during the 2015-17 budget process.
2. The funds for the purchase were allocated to the Capital Outlay category of the Fleet Maintenance section of the Internal Services Fund, however, with the purchase of the street sweeper being done through a lease, the annual lease payments should be recorded as a line item in the Materials and Services category.
3. ORS 294.463 allows for transfers of appropriation within funds by ordinance or resolution after a budget has been approved and during the fiscal year or budget period for which the appropriations are made.
4. To keep the City in compliance with Oregon Budget Law, \$50,000 will be moved from Equipment to Lease/Rentals in order to cover costs associated with the first annual lease payment.

THE CITY OF CENTRAL POINT OREGON RESOLVES AS FOLLOWS:

SECTION 1.

| | <u>Appropriation</u> | <u>Revenues</u> | <u>Expenses</u> | <u>Adjusted Appropriation</u> |
|---|----------------------|---------------------|---------------------|-----------------------------------|
| Internal Services Fund | | \$ 2,630,380 | \$ 2,630,380 | |
| Fleet Maintenance- | | | | |
| Lease/Rentals | \$ 24,000 | | \$ 50,000 | \$ 74,000 |
| Equipment | \$ 307,000 | | \$ (50,000) | \$ 257,000 |
| Internal Services Fund - Revised | | \$ 2,630,380 | \$ 2,630,380 | |

Passed by the Council and signed by me in authentication of its passage this 10th day of November, 2016.

Mayor Hank Williams

ATTEST:

City Recorder

Public Hearing Ordinance

Comp Plan Population and Demographics Element



STAFF REPORT

December 10, 2016

AGENDA ITEM: File No. 15029

First Reading to consider Central Point 2016-2036 Population & Demographics Element for the Comprehensive Plan;
Applicant: City of Central Point.

STAFF SOURCE:

Tom Humphrey AICP, Community Development Director

BACKGROUND:

Population forecasts are a necessary comprehensive planning tool, they serve as the basis for identifying long-term land and infrastructure needs. City staff introduced new PSU population forecasts to the Planning Commission last November with an explanation of how these projections were derived and how they compare with the projections from the Regional Plan. Population forecasts will now be updated under a continuing four-year cycle. For Jackson County that cycle was completed in 2015 and is referred to as the *Coordinated Population Forecast 2015 through 2065, Jackson County (PSU Forecast)*. The forecast produced by PSU estimates 50-year population growth, but also provides shorter-term incremental forecasts (for example, 1-, 10- and 20-year forecasts).

| Year | City of Central Point Regional Plan | PSU City | City Gain/(Loss) |
|------|--|----------|---------------------|
| 2010 | 17,736 | 17,169 | (567) |
| 2011 | 18,050 | 17,235 | (815) |
| 2012 | 18,411 | 17,275 | (1,136) |
| 2013 | 18,778 | 17,315 | (1,463) |
| 2014 | 19,152 | 17,375 | (1,777) |
| 2015 | 19,541 | 18,329 | (1,212) |
| 2020 | 21,491 | 19,332 | (2,159) |
| 2025 | 23,483 | 20,484 | (2,999) |
| 2030 | 25,880 | 21,638 | (4,242) |
| 2035 | 28,469 | 22,680 | (5,789) |
| 2040 | 31,237 | 23,706 | (7,531) |
| 2050 | 34,155 | 25,416 | (8,739) |
| 2060 | 39,151 | 26,836 | (12,315) |

| | | | |
|--|--|--|--|
| Source: Jackson County Comprehensive Plan, 2007 Population Element | | | |
| Greater Bear Creek Valley Regional Plan, 2010 | | | |
| PSU Proposed Population Forecast, 2015 | | | |

As a pre-requisite to updating the City’s Housing Element it is necessary for the City to amend its 2008 Population Element to be consistent with PSU Forecast. The most significant change is the difference between the 2008 Regional Plan population forecast (higher) and the PSU Forecast (lower). The table to the left identifies the broadening differences between each forecast from 2010 to 2060. The PSU forecast is what the City will use in the attached Population & Demographic Element (Attachment A).

The structure of this Population Element will follow that of the *PSU Forecast*, including reference to an extended forecast period 2015 through 2065. The forecast period for the first 20-years (2016-2036) will be the basis for the goals and policies of this element. The extended forecast period (2036-2065) will be used for informational purposes only, i.e. long-term in population characteristics.

The purpose of the Population Element is to identify the City of Central Point’s basic population characteristics such as age, sex, household size, etc., and includes projections of total population over a twenty-year period. The importance of the Population Element cannot be over stated. From the Population Element we can forecast future land need for housing and jobs, future need for infrastructure, as well as the composition of the population and the needs of different age and sex cohorts. The Population Element feeds the Housing and Economic Elements. As a land use planning document, the Population Element is constructed to comply with Statewide Planning Goal 14 and administrative rules (OAR 660 Division 024-00301). Amending the 2008 Population Element is also a pre-requisite to updating the Urban Growth Boundary (UGB).

The Planning Commission considered the draft Population and Demographics Element (Attachment A) at their meeting on November 1, 2016 and recommended City Council approval. Planning staff made various typographic and formatting changes at the direction of the Planning Commission and prepared an ordinance (Attachment B) for the first reading of this document to initiate a Comprehensive Plan amendment for adoption.

ISSUES:

The PSU Population Research Center (PRC) Forecast reduces the prior population forecast by 21%. If over time the PRC Forecast holds, the City will need less land to service its projected growth needs. However, the PRC Forecast is required to be updated every four (4) years. Future updates may result in increases to the population forecasts.

EXHIBITS/ATTACHMENTS:

Attachment “A – Population & Demographics Element”

Attachment “B – Ordinance No. ____, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Population and Demographics Element (2016-2036).

ACTION:

Consider proposed amendment and 1) forward the ordinance to a second reading, 2) make revisions and forward the ordinance to a second reading or 3) deny the ordinance.

RECOMMENDATION:

Discuss ordinance proposal and forward ordinance and amendments to a second reading.

ORDINANCE NO. _____

AN ORDINANCE UPDATING AND ADOPTING THE CENTRAL POINT COMPREHENSIVE PLAN POPULATION AND DEMOGRAPHICS ELEMENT (2016-2036)

Recitals:

- A. The City of Central Point (City) is authorized under Oregon Revised Statute (ORS) Chapter 197 to prepare, adopt and revise comprehensive plans and implementing ordinances consistent with the Statewide Land Use Planning Goals.
- B. The City has coordinated its planning efforts with the State in accordance with ORS 197.040(2)(e) and OAR 660-030-0060 to assure compliance with goals and compatibility with City and County Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City has determined to update its Population and Demographics Element which was originally adopted in 1980 and revised in 2008.
- D. Pursuant to the requirements set forth in CPMC Chapter 17.10.100 Amendments – Purpose and Chapter 17.96.010, Procedure, the City has initiated the amendments and conducted the following duly advertised public hearings to consider the proposed amendments:
 - a) Planning Commission hearing on November 1, 2016
 - b) City Council hearing on November 10, 2016.

THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

Section 1. Based upon all the information received, the City Council adopts the Findings of Fact and Conclusions of Law dated November 10, 2016 and incorporated herein by reference; determines that changing community conditions, needs and desires justify the amendments and hereby adopts the changes entirely.

Section 2. The City Comprehensive Plan Population and Demographics Element is hereby updated and adopted as set forth in Exhibit A –Comprehensive Plan Population and Demographics Element, 2016-2036 which is attached hereto and by this reference incorporated herein.

Section 3. The City Manager is directed to conduct post acknowledgement procedures defined in ORS 197.610 et seq. upon adoption of the Population and Demographics Element.

Passed by the Council and signed by me in authentication of its passage this 8th day of December, 2016.

Mayor Hank Williams

ATTEST:

City Recorder



Population & Demographics Element

2016-2036

City of Central Point
Comprehensive Plan



Adopted Central Point City Council
Ordinance No.

DLCD Acknowledged



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1. INTRODUCTION

The purpose of the Population Element is to track the historic characteristics and growth of the City's population, and based on that information develop a 20-year forecast of the population. Based on the 20-year population forecast the City can plan for land and urban service needs to accommodate the population growth.

The City's Population & Demographics Element (Population Element) was last updated in 2008. Since 2008 two events have occurred, each of which has significantly affected the results of the City's 2008 Population Element. The first event was the Great Recession; the second was HB 2253 designating the Portland State University Population Research Center (PRC) as the sole and official provider of population forecasts for cities and counties throughout the state¹. Together these two events necessitate an update of the City's Population Element.

The Great Recession

Within a year of completion of the *Jackson County 2007 Population Element* (Feb. 2007)², which was the basis for the City's 2008 Population Element, the national economy was hit hard by the *Great Recession* (December 2007 to June 2009). The economic impacts of the *Great Recession* were severe and the recovery period extremely sluggish and tenuous. Because job losses were deep across all sectors of the economy and the recovery in job creation slow, the reliance on net migration as a key component to population growth had a significant impact on the City's 2008 population forecasts.

HB 2253

Prior to 2013 Oregon law required that counties prepare coordinated population forecasts according to "generally accepted" demographic methods. The result was population projections throughout the state that were based on highly diverse methods of forecasting that varied from county to county, both in terms of frequency of completion and outcome. Recognizing that population forecasting is the foundation for long-term planning the Oregon legislature in 2013 approved House Bill 2253 assigning Portland State Population Research Center (PRC) the responsibility for preparing coordinated population forecasts for all counties and cities. The population forecasting requirements of HB 2253 were later adopted as ORS 195.033.

The population forecasts presented in this Population Element are from the *Coordinated Population Forecast 2015 through 2065 for Jackson County dated June 2015* prepared by PRC ("PRC Population Forecast") in accordance with ORS 195.033 and is attached to this Population Element as Appendix A. Typically, the City's Population Element is based on a 20-year planning period. The PRC Population Forecast uses a fifty (50) year forecasting period³ with a four (4) year update cycle⁴, allowing for consideration of both short and long term population change variables, and the re-evaluation of demographic trends and economic events used in prior forecasts. Consequently, every four years the City's Population Element will be updated using the latest PRC Jackson County forecast.

¹ The Portland Metro is exempt from this requirement.

² Basis for determining the City's 2008 population projections.

³ ORS 195.003(6)

⁴ ORS 195.033(4)

The first update for the PRC Population Forecast for Jackson County is tentatively scheduled to occur in 2019.

PRC's population forecasts are not considered land use decisions and as such are not subject to review or appeal other than as provided in ORS195.033. However, the City's Population Element, because it contains policies based on assumptions beyond the PRC Population Forecasts, is considered a land use action and therefore subject to the procedural requirements of Section 17.96, Comprehensive Plan and Urban Growth Boundary Amendments, City of Central Point Municipal Code.

With the completion of each 4-year cycle the Population Element will be reviewed for changes in forecasted population and any needed policy changes. If no policy changes are required then the Population Element will be re-certified by resolution of the City Council, including incorporation of the up-dated PRC Population Forecast as an appendix to the Population Element. If, for any reason, the policies of the Population Element need to be modified, then the Population Element shall be updated by ordinance in accordance with ORS 195.033.

2. SUMMARY

When factors such as the economy, fertility, social trends, etc. are factored into the latest population forecast for the planning period 2016-2036 the result was a 27% reduction in the City's initial 2008 population forecast figures⁵ (29,006 vs 22,882). When measured in terms of the population's average annual growth rate (AAGR) the forecasted AAGR for the planning period dropped from 4.3% to 1.1%. Based on the forecasted growth rate it is projected that between 2016 and 2036 the City of Central Point is expected to realize a net increase in population of 4,357. Based on a projected average household size of 2.5 persons⁶ the population increase will result in the formation of 1,743 new households by 2036.

The City's population is aging and is expected to continue to do so over the course of the planning period. Net in-migration will be the primary source of population growth (97%), while natural increases will continue to decline (3%). The City's population will also become racially and ethnically more diverse, a trend which is expected to continue throughout the planning period.

3. POPULATION HISTORY & CHARACTERISTICS

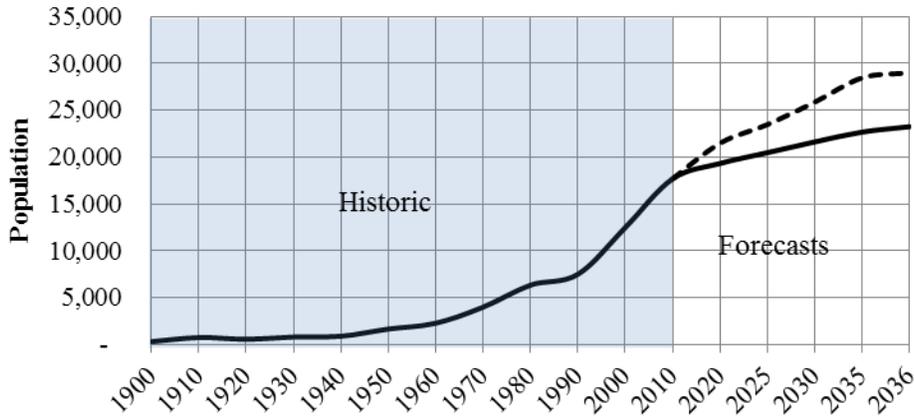
The Town of Central Point was founded on February 26, 1889 and by 1890⁷ had a population of 543. With the exception of the decade between 1910 and 1920 the City has steadily grown (Figure 1), and today is the third largest city in Jackson County.

⁵ Extended to 2036 from the Jackson County 2007 Population Element.

⁶ City of Central Point Regional Plan Element

⁷ 1890 U.S. Census

FIGURE 1. HISTORIC & FORECAST POPULATION, CITY OF CENTRAL POINT, 1900-2036

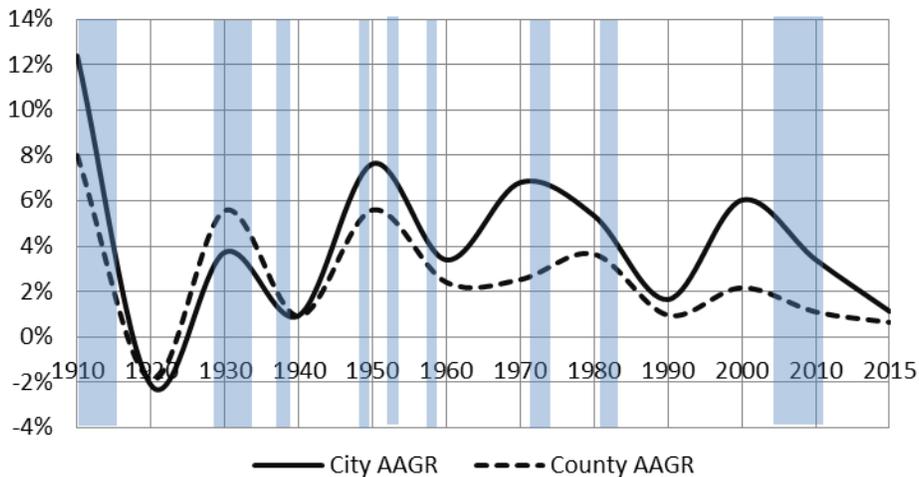


Source: U.S. Census and PRC Coordinated Population Forecast, Jackson County

3.1. Historic Growth Rate

Between 2000 and 2007 the City of Central Point’s average annual growth rate (AAGR) was 4.5%, three times Jackson County’s AAGR of 1.5% (Figure 2). Since the Great Recession the City and County have experienced a significant slowdown in population growth, particularly from net in-migration. For the period 2010-2015 the City’s AAGR dropped below 1%, while the County’s AAGR dropped to .6%. As Figure 2 illustrates the decline in AAGR is not an unusual event following recessions, but does bounce back as the economy improves.

FIGURE 2. CITY OF CENTRAL POINT HISTORIC AVERAGE ANNUAL GROWTH RATE 1910-2015



Source: U.S. Census & U.S. Census Bureau American Fact Finder

3.2. Percentage Share of the County Population.

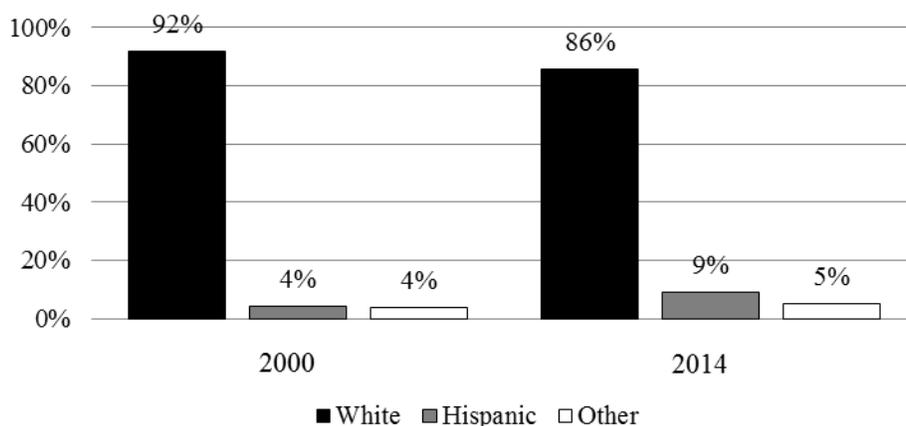
The City’s percentage of the county population has consistently increased (Figure 3). In 1900 Central Point’s population accounted for 2.4% of the County’s population, and remained fairly constant until 1970 when the City’s percentage participation jumped

from 3.1% to 4.2%. By 2015, the City accounted for 8.7% of the County’s population.

3.3. Race and Ethnicity

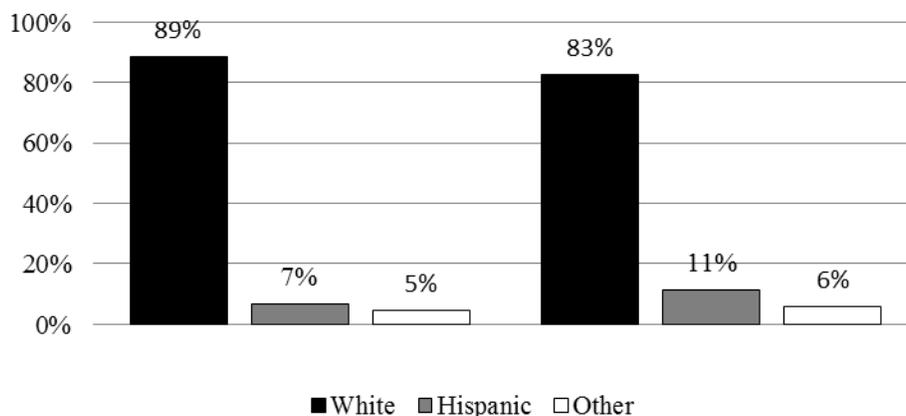
Since the 2000 Census the City’s racial diversity has continued to increase, particularly within the Hispanic Community, which more than doubled in size from 4% in 2000 to 9% in 2014 (Figure 4). During this same period the County’s Hispanic population increased from 7% to 11% (Figure 5).

FIGURE 4. CITY OF CENTRAL POINT RACIAL POPULATION DISTRIBUTION BY PERCENTAGE, 2000 - 2014



Source: 2000 U.S. Census & U.S. Census Bureau American Fact Finder

FIGURE 5. JACKSON COUNTY RACIAL POPULATION DISTRIBUTION BY PERCENTAGE, 2000 - 2014



Source: 2000 U.S. Census & U.S. Census Bureau American Fact Finder

3.4. Components of Population Growth.

There are two basic sources of population growth: natural increase (births minus deaths) and net migration (in-migration minus out-migration).

3.5. Natural Increase

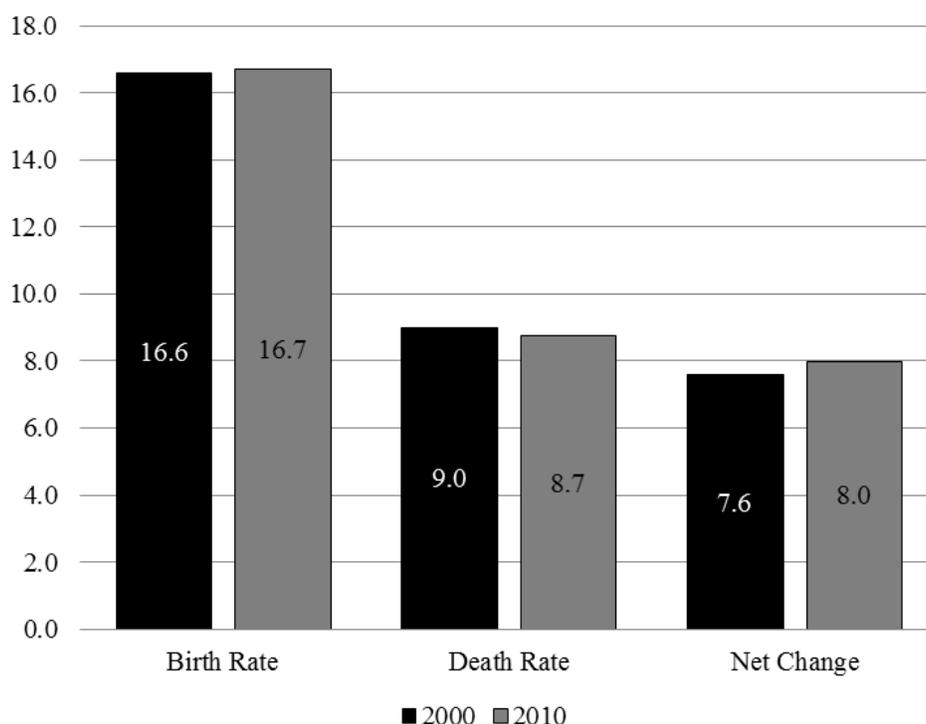
Growth occurring as a result of natural increase typically represents a very small

percentage of a community’s population growth. Since 2000 the City’s net natural increase rate (Figure 6) went from 7.6 to 8.0 per thousand population, representing 3% of the City’s total population increase during that period. During the same period the County’s rate of natural increase dropped from 1.0 to 0.8 (Figure 7).

3.6. Net Migration.

By far the most significant contributor to a community’s population growth is net migration. Based on the 2010 U.S. Census, the predominant source of growth for Jackson County was due to net migration, which was responsible for over 80% of the county’s population growth⁸.

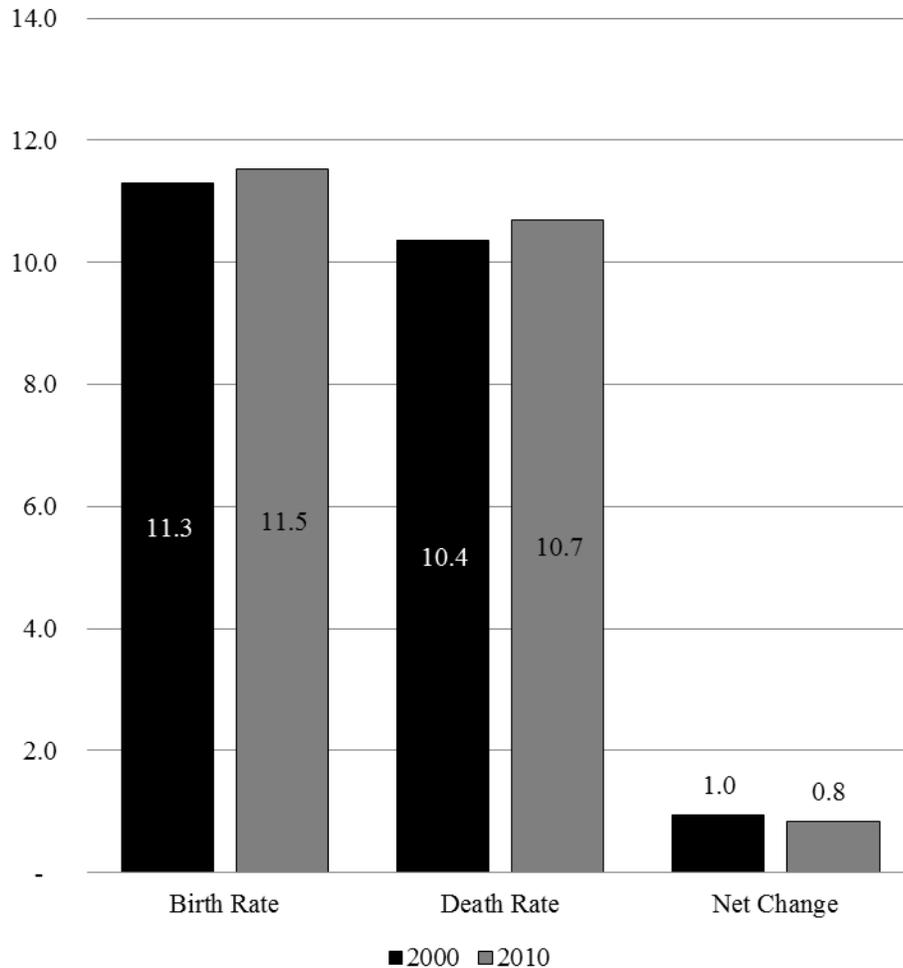
FIGURE 6. CITY OF CENTRAL POINT NATURAL POPULATION RATE*, 2000 and 2010



Source: PRC Coordinated Population Forecast, Jackson County

⁸ U.S. Census Bureau, Census 2010

FIGURE 7. JACKSON COUNTY NATURAL POPULATION RATE*, 2000 and 2010



Source: PRC Coordinated Population Forecast, Jackson County

3.7. Age Characteristics.

Between 2000 and 2014 the City’s median age increased from 34.4 to 37.5 reflecting the continued aging of the Baby Boom generation. For the County the median age changed from 39.2 to 42.7 during the same period. Figures 8 and 9 illustrate the changes in the three major age cohort categories as a percentage of the City’s and County’s total population.

FIGURE 8. CITY OF CENTRAL POINT AGE STRUCTURE OF POPULATION, 2000 through 2014

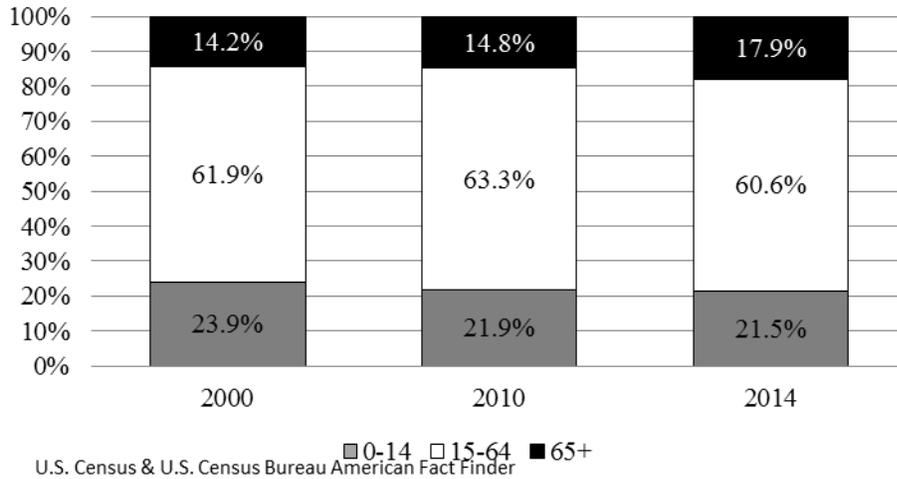
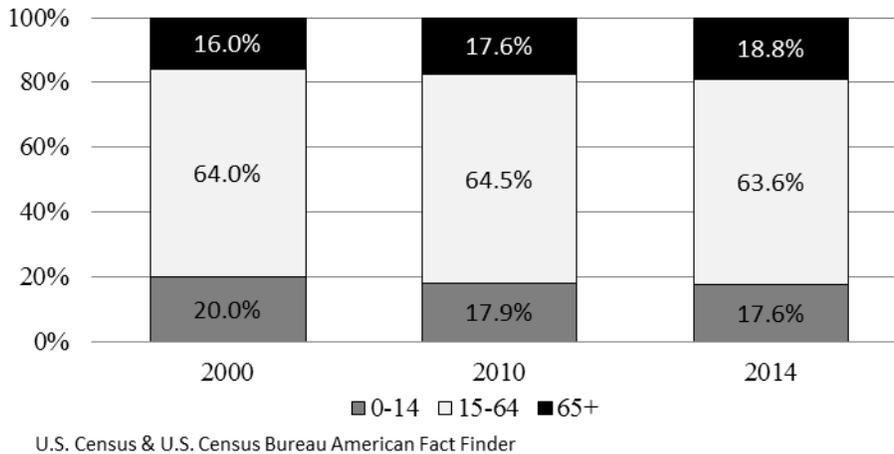


FIGURE 9. COUNTY AGE STRUCTURE OF THE POPULATION, 2000 through 2014



3.8. Household Types.

A by-product of population growth is household formation. The U.S. Census allocates the population to one of two household types; family and non-family. By definition a household consists of all the people occupying a housing unit⁹, which is the basic unit for residential land use planning.

Since the early 1900's (Figure 10) these two household types (family and non-family) have been gradually changing in response to socio-economic conditions. The following is a brief overview of these characteristics as they relate to the City. In addition to the decline in average household size, the distribution of households by type has been gradually shifting from family to non-family households.

⁹ U.S. Census, Current Population Survey (CPS) - Definitions and Explanations

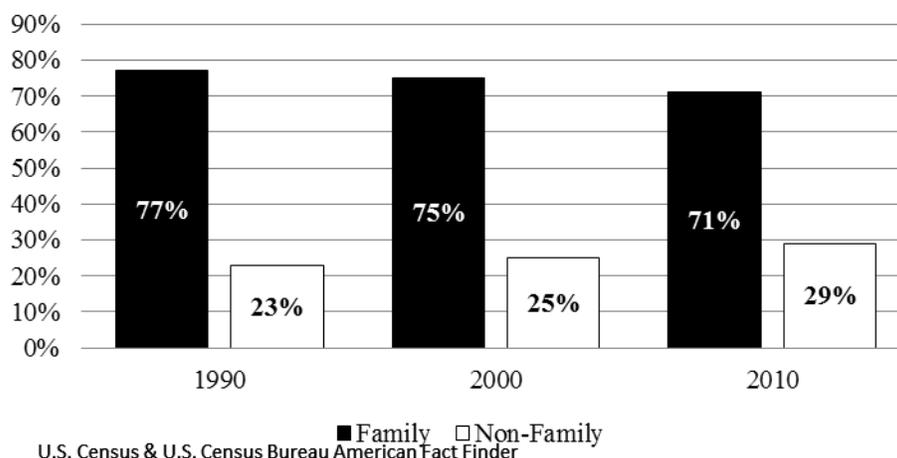
3.8.1. Family Households.

Family households are comprised of two or more people who are related by marriage, birth, or adoption. Family households are most commonly represented by married-couples. Family households have, and continue to, dominate household types. Although the formation of family households continues to increase, it is doing so at a decreasing rate. In 1990, family households in the City accounted for 77% of all households. By the 2010 Census, and through 2014¹⁰, family households represented 71% of total households.

3.8.2. Non-Family Households:

Non-family households are comprised of single persons, or two or more people who are not related. In 1990, non-family households represented 23% of all households within the City. By 2010 non-family households represented 29% of all households. As the City’s population grows older, the number of non-family households is expected to increase as the elderly lose spouses and the young postpone marriage, or get divorced.

FIGURE 10. CITY OF CENTRAL POINT FAMILY vs. NON-FAMILY HOUSEHOLDS, 1990 - 2010



3.8.3. Group Quarters.

To a much lesser extent there is a third, and smaller segment of the population that is housed in what is referred to as group quarters. Group quarters are defined as non-institutional living arrangements for groups not living in conventional housing units or groups living in housing units containing ten or more unrelated people or nine or more people unrelated to the person in charge. Examples of people in group quarters include a person residing in a rooming house, staff quarters at a hospital, college dormitories, or in a halfway house.

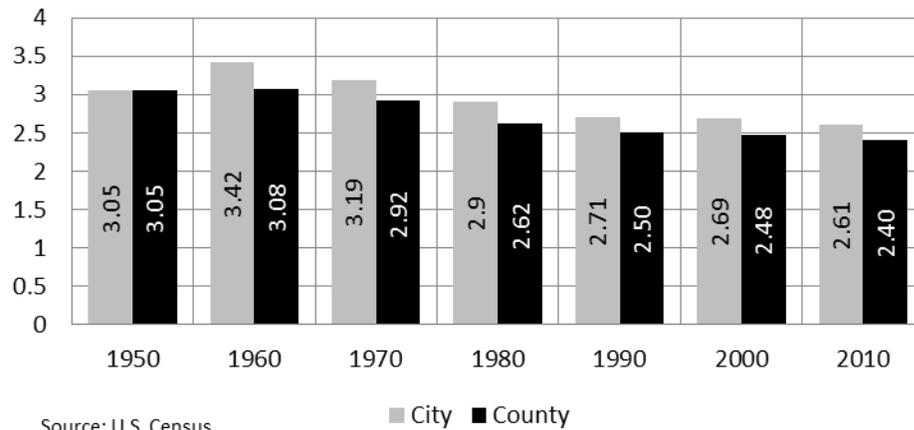
The City’s Group Housing population has historically accounted for a very small percentage of the population. Based on the 2000 Census City’s Group Housing population accounted for 0.8% (106) of the City’s total population and by 2010 had dropped to 0.4% (70) of the total population.

¹⁰ American Fact Finder, 2014

3.9. Average Household Size;

Historically, the City’s average household size has been gradually declining from 3.42 average persons per households in 1960 to 2.61 in 2010 (Figure 11). At 2.61 the Cities average household size exceeded the County’s average of 2.40, and by 2010 is slightly higher than the U.S. average of 2.58.

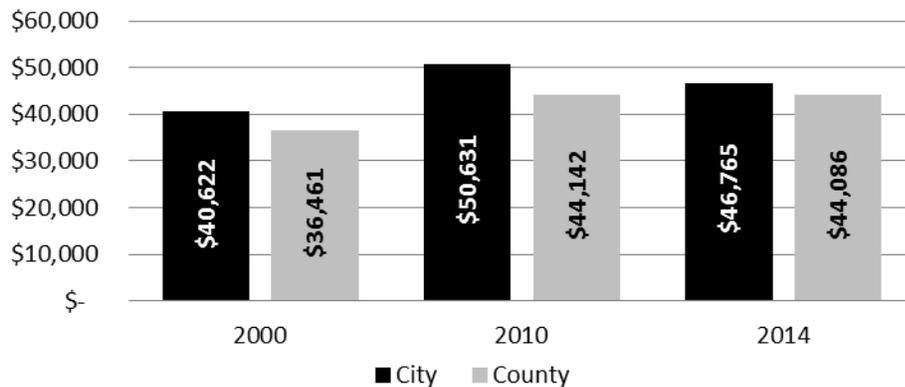
FIGURE 11. AVERAGE HOUSEHOLD SIZE, 1950-2010, CITY OF CENTRAL POINT & JACKSON COUNTY



3.10. Median Household Income.

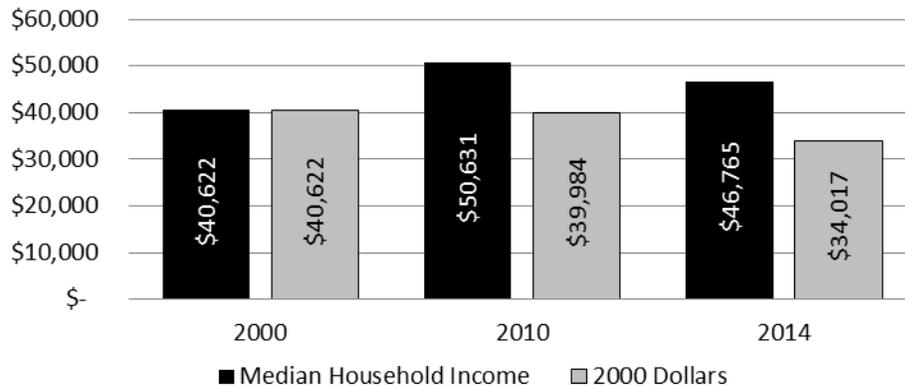
Figure 13 compares the median household income for the City of Central Point and the County from 2000 to 2014. As illustrated in Figure 12 the City’s median household income over the past 15 years peaked in 2010 and by 2014 declined to \$46,765.

FIGURE 12. AVERAGE HOUSEHOLD INCOME, 2000-2014, CITY OF CENTRAL POINT & JACKSON COUNTY



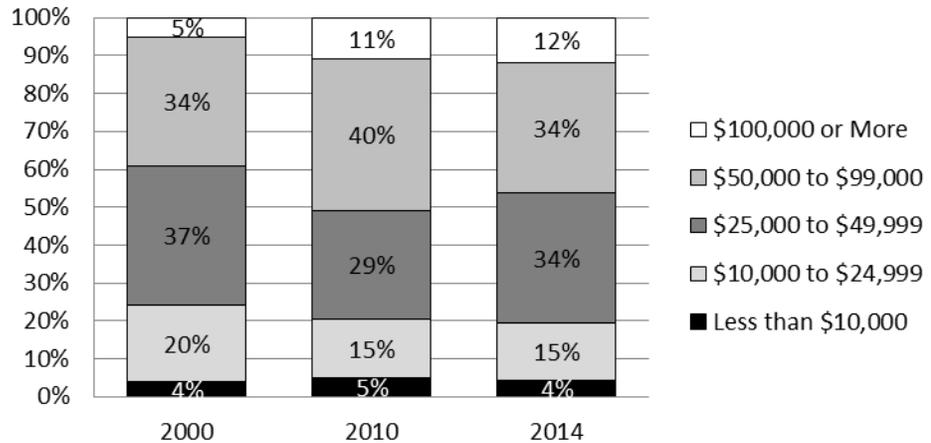
In Figure 13 the median household income for 2010 and 2014 has been adjusted to 2000 dollars. The Great Recession’s impact on median household income has not yet recovered from 2000 median income level, which is consistent with national and state changes in median household income. Figure 14 compares the changes in income distributions from 2000, 2010, and 2014.

FIGURE 13. CITY OF CENTRAL POINT MEDIAN HOUSEHOLD INCOME MEASURED TO 2000 DOLLARS



Source: 2000 U.S. Census & U.S. Census Bureau American Fact Finder

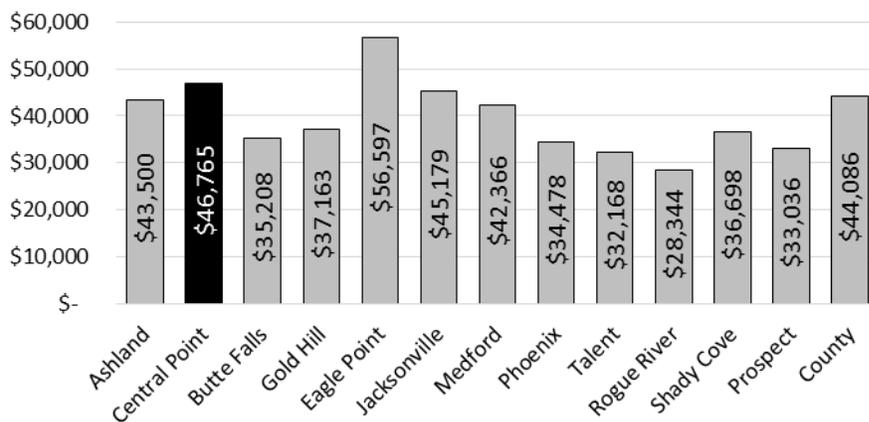
FIGURE 14. HOUSEHOLD INCOME DISTRIBUTION, CITY OF CENTRAL POINT 2010 - 2014



Source: 2000 U.S. Census & U.S. Census Bureau American Fact Finder

As of 2014 The City of Central Point had the second highest median income of all cities in Jackson County (Figure 15).

FIGURE 15. 2014 MEDIAN HOUSEHOLD INCOME



Source: U.S Census Bureau American Fact Finder

4. ASSUMPTIONS FOR FUTURE POPULATION CHANGE

The City’s future population projections are from the *Coordinated Population Forecast 2015 through 2065 Jackson County (Appendix A)*. These projections are based on the Cohort-Component method of population forecasting, which essentially relies on trends in age, fertility/births, mortality, and net migration.

As the population of Jackson County continues to age the fertility rate will continue to decline. The decline in the fertility rate will be minimal, dropping from 1.9 in 2015 to 1.8 by 2065¹¹. Historically changes in fertility rates have not had a significant impact on the City’s population growth. Similarly, the death rate, although increasing is expected to have a minimal impact on population growth over the next twenty years. When these two components are combined the net difference does not yield any significant increases in the population. As previously discussed of all the components of population change migration is the greatest contributor to population growth throughout the planning period. Migration is also the most volatile component and is very sensitive to changes in the economy, both positive and negative.

5. POPULATION PROJECTIONS 2016 to 2036

Over the course of the next twenty (20) years the City of Central Point’s population is expected to increase at an average annual rate of 1.1%, taking the population from 17,485 in 2015 to 2,882 in 2036 (Table 1). During this same period the City’s percentage of the County population is expected to increase from 8.7% to 8.9%. By 2065 Central Point will be the second largest City in Jackson County¹².

¹¹ *Coordinated Population Forecast 2015 through 2065 Jackson County*

¹² *ibid*

**TABLE 1. POPULATION GROWTH PROJECTIONS
CITY OF CENTRAL POINT AND JACKSON**

| Year | Central Point | Jackson County |
|---------------|---------------|----------------|
| 2016 | 18,525 | 213,286 |
| 2020 | 19,332 | 222,583 |
| 2025 | 20,484 | 234,561 |
| 2030 | 21,638 | 245,963 |
| 2035 | 22,680 | 255,840 |
| 2036 | 23,255 | 257,741 |
| Change | 4,730 | 44,455 |

Source: PRC Coordinated Population Forecast, Jackson County

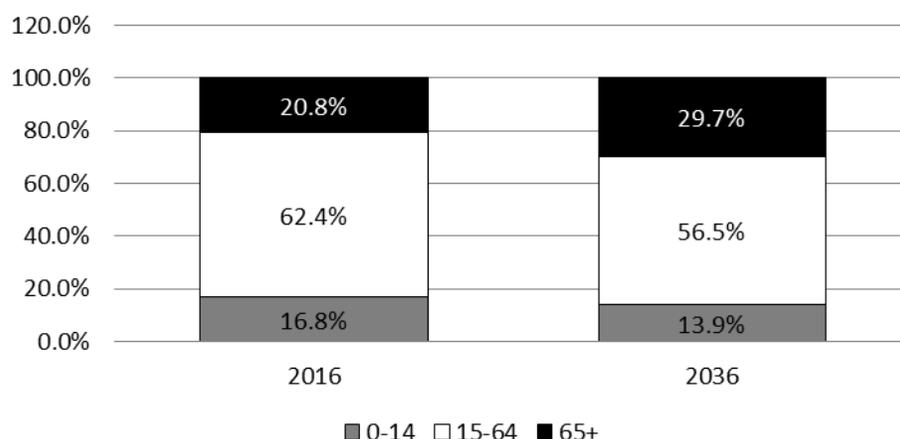
6. PROJECTED POPULATION GROWTH CHARACTERISTICS

The following represents a general overview of the City’s and County’s population characteristics throughout the 2016-36 planning period. The information is taken from PRC’s Coordinated Population Forecast 2015 through 2065, Jackson County.

6.1. Age Characteristics.

Based on the projected County age cohorts (Figure 16) the City’s population will continue to get older with the 65+ cohort claiming a larger percentage of the population. Although the City has a younger overall population it will experience a similar increase in the 65+ cohort over the next 20-years. The aging of the population will also have an effect on the demand for housing services, ranging from reductions in household size to changing demand for housing types (i.e. senior housing).

**FIGURE 16. COUNTY AGE STRUCTURE OF THE
POPULATION, 2016 vs. 2036**



6.2. Growth Rate.

The City’s population will continue to grow, but at a decreasing average annual growth rate of 1.1% vs. the 2.9% experienced between 2000 and 2010. Similarly, the County’s average annual growth rate is expected to decline to 1.0% vs. 1.1%.

6.3. Percentage Share of County.

As illustrated in Table 2 the City's percentage of the County's population will continue to increase from 8.7% in 2016 to 8.9% by 2036.

6.4. Race & Ethnicity.

The race and ethnicity of both Jackson County and the City of Central Point are expected to continue to diversify. However, over the 20-year planning period the White, non-Hispanic population will remain the dominant race.

6.5. Source of Growth.

The City's primary source of growth will come from net migration (90%+), which is heavily dependent on the economy.

6.6. Household Characteristics.

As illustrated in Figure 11 the average household size has been declining since 1960. For the City of Central Point, the average household size has dropped from 3.42 in 1960, to 2.61 in 2010. It is expected that during the term of the planning period (2016 - 2036) the average household size will continue to decrease, but at a decreasing rate. The City of Central Point Regional Plan Element uses an average household size of 2.5.

6.7. Median Household Income.

Changes in median household income will be a function of the strength of the general economy and the rate of inflation. Time will tell.

7. Population & Demographic Goals & Policies

Goal - To maintain population and demographic forecasts as the primary data source for developing and implementing plans and programs for management of the City's growth.

Policy 1 - Population Forecast: The population data presented in Table 1 is the acknowledged population forecast for the period 2016 through 2036 and is to be used in maintaining and updating the City's Comprehensive Plan. It shall be the responsibility of the City to update the data presented in Table 1 based on the decennial U.S. Census. During the interim census periods adjustments to Table 1 will be based on the latest PRC Forecast (4-year cycle).

Policy 2 - Average Household Size. For purposes of calculating household formation, the City will use an average household size of 2.5 for lands within the urban growth boundary. This figure will serve as the basis for determining the number of households expected to be formed throughout the planning period. It shall be the responsibility of the City to periodically monitor and, if necessary, update the average household size through data provided by the U.S. Census Bureau.

Policy 3 - Household Distribution. For purposes of calculating household formation, the City will use 70% as the percentage of households that are family households and 30% as Non-Family Households. These figures shall be used in maintaining and updating the City's Comprehensive Plan. It shall be the responsibility of the City to periodically monitor and, if necessary, update the percentage of family households through data provided by the U.S. Census Bureau.

Policy 4 – Racial and Ethnic Diversity. Racial and Ethnic Diversity. The City acknowledges the changing racial and ethnic diversity of the community and will continue to develop the strategies and tools necessary to ensure that the benefits of growth meet the needs of all people within the community regardless of race or ethnicity.

APPENDIX A – *Coordinated Population Forecast, 2015 Through 2065, Jackson County*

This document will be provided at the
Council meeting and can be viewed
in the Community Development
Department upon request

Business

Management Compensation



ADMINISTRATION DEPARTMENT

140 South 3rd Street · Central Point, OR 97502 · (541) 664-7602 · www.centralpointoregon.gov

STAFF REPORT

November 10th, 2016

AGENDA ITEM: Discussion and possible direction on potential revisions to the City of Central Point Management Compensation Plan.

STAFF SOURCE:

Elizabeth Simas, Human Resources Director
Chris Clayton, City Manager

BACKGROUND/SYNOPSIS:

At the direction of City Council, the City Manager and Human Resources Director have conducted a draft management compensation analysis. In addition to the comparative salary survey analysis results, a review of the City’s Management Compensation Plan has produced several recommended revisions. As a matter of reference, the City’s management compensation plan was created in March of 2010 and has had one minor revision (position added to management group) in December of 2013.

CURRENT COMPENSATION STRUCTURE:

The City of Central Point Management Compensation construct has five bands with the following positions in each band:

- 1. Band I - \$4,150-\$5,600 Police Officer Manager
- 2. Band II – \$5,150-\$6,900 City Recorder, Accounting Supervisor, Public Works Operations Manager, Parks & Recreation Manager, and Police Lieutenant
- 3. Band III – \$6,150 - \$8,000 Building Division Manager and Police Captain
- 4. Band IV – \$6,500 - \$8,700 Directors – IT, HR, CD, PW/P, Finance
- 5. Band V – \$7,150 - \$9,100 Police Chief

The management Bands have minimum and maximum salary unlike the union grades which have six 5% incremental steps. Per the Management Compensation Plan, a manager may not receive more than a 6% annual increase within the band without Mayor approval. Currently we have two employees in Band II and three directors in Band IV that are at the top of their respective scales.

COMPARATIVE SALARY SURVEY RESULTS

The jurisdictions listed in our management compensation plan that I received survey responses from are the cities of Canby, Cornelius, Dallas, Forest Grove, Gladstone, Lebanon, Milwaukie, Newberg, Roseburg, and Troutdale. The most significant compensation issues revealed were for the police positions of Police Lieutenant, Police Captain, and Police Chief. Our wages are between 8% - 12% below average for those positions. Our general department directors are about 5%-8% below average.

I also surveyed the local jurisdictions of Ashland, Grants Pass, Klamath Falls, Medford and Jackson & Josephine Counties because they are our local labor market. Inasmuch, we may lose or recruit employees from these jurisdictions so it is important that we are competitive within this market. Again, the most significant compensation issues discovered were for the police positions of Lieutenant, Captain, and Police Chief. Our wages are between 13% - 20+% below average for those positions when compared with the local market. However, it is important to note that all of these jurisdictions have larger citizen and employee populations than the City of Central Point. I would expect we would be lagging in compensation. Our directors are about 4.5% to more than 15% below the average, with the most significant of Public Works being more than 15% and Community Development about 12% below the average (local jurisdiction comparison).

INTERNAL COMPRESSION

We also have internal compression issues between City of Central Point police union officers and Lieutenants. The greatest reason we have compression issues is that that the Police unit is a strike prohibited unit so we are mandated to stay competitive with comparative jurisdictions. Currently, there are two police bargaining unit positions that are making more than the average wage of Lieutenants (one is making 3.2% more than our average Lieutenant wage). On 7/1/17, that will increase to 6% more than the Lieutenant average salary. We also have a similar compression issue between the positions of Police Lieutenant and Police Captain. None of the Police Management is at the top of their scale.

RECOMMENDATION:

Based on the above information and of course staying within the City's budget parameters, here are my recommendations in order of priority:

- 1) The most urgent need is to get our police management to the top of the current scale as soon as possible which will help alleviate some of the compression issues with the union positions. There has to be a financial incentive for employees to accept promotions into management.
- 2) Increase the top end of the salary scale for Lieutenant, Captain, and Police Chief by 10%. It will take some time for them to reach the top but this is necessary to be competitive with the market. (This would require creating additional Bands to separate out police management)
- 3) Change Band V to Band VI (Police Chief) and create a new Band V and place the Public Works Director and Community Development Director in this band and make the minimum and maximum salary 5% above the current Band IV salary.

Additional options to consider:

- 4) Consider increasing the minimum and maximum of each of the bands annually (January 1st) by the U.S. City Average CPI-U July – July; not to exceed 2.5%, effective January 1, 2018. This does not mean each employee will receive this increase because management increases are based on performance but the scale will increase. This will help us maintain competitiveness with the labor market.
- 5) Provide education incentives as we do with the union groups, such as 5% incentive for managers with a bachelor's degree and 5% incentive for directors with a master's degree.
- 6) Consider increasing the health reimbursement account (HRA) VEBA contribution for management employees.

PUBLIC HEARING REQUIRED:

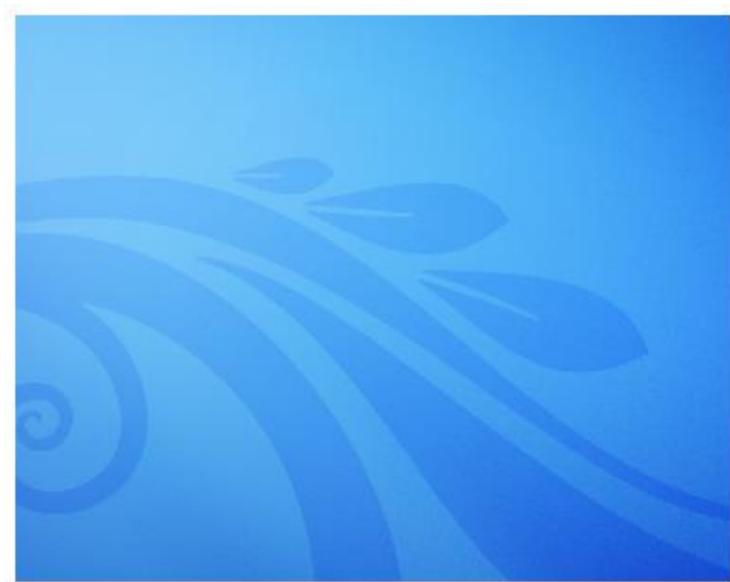
A public hearing is not required for this item but allowing public comment on the proposed recommendation is certainly allowable.

ATTACHMENTS

1. Management Compensation Analysis Presentation/Survey Data

SUGGESTED MOTION:

Staff is recommending that the council provide direction on revisions to the city's management compensation plan. Any directed plan revision will occur in early 2017 in conjunction with the city's 2017-2019 budget development/adoption process.



City of Central Point
Salary Survey for Management 2016





BACKGROUND

CITY COMPENSATION STRUCTURE & SALARY SURVEY

City of Central Point Compensation Types

| Type of Plan | Covered Positions | Description |
|--------------|-----------------------------------|--|
| Grade/Step | Union – Police & General Services | <p>Positions are placed in grades. Each grade has 6 steps in it; 5% increase between each step. Approx. 28% salary range from 1st step to 6th step.</p> <p>Typically employees move up a step annually. By their 5th anniversary they are at top step. When COLAs are added to the grade, it is given at step 1 and then 5% is maintained between steps. (If a COLA of 2.5% is given to the group and an employee is still eligible for step increases, the employee receives 7.5% for the year. Those at the top of the grade/step receive the COLA only.)</p> |
| Band | Management | <p>Bands are minimum and maximum salary ranges. The range for each band is between 27%-34%. Managers are given performance based increases. The maximum increase without Mayor approval is 6%. Band ranges are changed by City Council approval.</p> |

Current Management Compensation Plan

| | |
|-------------------------------------|--|
| Band I - \$4,150-\$5,600 | Police Officer Manager |
| Band II – \$5,150-\$6,900 | City Recorder, Accounting Supervisor, Public Works Operations Manager, Parks & Recreation Manager, and Police Lieutenant |
| Band III – \$6,150 - \$8,000 | Building Division Manager and Police Captain |
| Band IV – \$6,500 - \$8,700 | Directors – IT, HR, CD, PW/P, Finance |
| Band V – \$7,150 - \$9,100 | Police Chief |

Historical CPI-U All Cities Data

| Date | CPI-U Change January-January |
|--|---------------------------------|
| Y-T-D 2016 From released numbers | Y-T-D 2.1% |
| 1/1/16 | 1.4% |
| 1/1/15 | -0.1% |
| 1/1/14 | 1.6% |
| 1/1/13 | 1.6% |
| 1/1/12 | 2.9% |

Pay increase since 7/1/2013

| | General Services | Police Unit | Management |
|--------------|------------------|--|--------------------------------------|
| July 1, 2017 | Contract expires | Bargained increase of 3.0% | |
| July 1, 2016 | 1.4% COLA | 2.5% | 1/1/16 2.78% average (0-4% increase) |
| July 1, 2015 | 0.0% COLA | 0.0% COLA | 1/1/15 3.15% average (0-5% increase) |
| July 1, 2014 | 1.6% COLA | Added an additional step to top of the salary schedule | 1/1/14 3.66% average (0-5% increase) |
| July 1, 2013 | 1.6% COLA | 1.6% COLA | 1/1/13 2.58% average (0-5% increase) |

Note: G.S. & Police employees receive 5% step increase + COLA until they reach the top of their salary scale (typically takes 5 years). Once union member is at the top of their scale, they receive the COLA only. Management does not have steps, they receive their increase and once they reach the top of their scale, they do not receive increases until the scale is updated.

Manager's Salaries

| | A | B | D | E | F | G | H | I | J | K | L | M |
|----|--------------------------------------|------------|---------------|----------|--------------------|----------|-------------------|----------|-----------------|----------|------------------|----------|
| 1 | 2016 Salary Survey Findings | | | | | | | | | | | |
| 2 | | | Band II | | | | | | Band III | | | |
| 3 | | Population | City Recorder | | Accountant/Fin Sup | | PW Operations Mgr | | Parks & Rec Mgr | | Building Div Mgr | |
| 4 | | | Low | High | Low | High | Low | High | Low | High | Low | High |
| 5 | Canby | 16,010 | 5284 | 7018 | 4804 | 6380 | 5760 | 7650 | 4804 | 6380 | | |
| 6 | Cornelius | 11,900 | 6132 | 7626 | | | 5729 | 7126 | | | | |
| 7 | Dallas | 15,040 | | | 4127 | 5427 | 4787 | 5809 | 4787 | 5809 | 4787 | 5809 |
| 8 | Forest Grove | 23,080 | 5091 | 6498 | 4968 | 6341 | 5764 | 7356 | | | | |
| 9 | Gladstone | 11,505 | | | 4531 | 5504 | 5507 | 6690 | | | | |
| 10 | Lebanon | 15,740 | 4954 | 6440 | 5723 | 7440 | 5723 | 7440 | | | | |
| 11 | Milwaukie | 20,505 | 5535 | 7065 | 6729 | 8589 | 5535 | 7065 | | | 6408 | 8180 |
| 12 | Newberg | 22,900 | 5349 | 6848 | 6310 | 8079 | 6160 | 7886 | | | 6393 | 8184 |
| 13 | Roseburg | 22,500 | 7270 | 9306 | 5248 | 6718 | | | 5691 | 7285 | | |
| 14 | Troutdale | 16,020 | 5461 | 6638 | | | 5734 | 6970 | 5201 | 6322 | 6021 | 7318 |
| 16 | 2016 Position | | City Recorder | | Accountant/Fin Sup | | PW Operations Mgr | | Parks & Rec Mgr | | Building Div Mgr | |
| 17 | Median | | | \$ 6,933 | | \$ 6,549 | | \$ 7,126 | | \$ 6,351 | | \$ 7,749 |
| 18 | Average | | \$5,635 | \$7,180 | \$5,305 | \$6,810 | \$5,633 | \$7,110 | \$5,121 | \$6,449 | \$5,902 | \$7,373 |
| 19 | Central Point 0823: (actual) | | | \$ 6,010 | | \$ 5,911 | | \$ 6,900 | | \$ 6,900 | | \$ 7,250 |
| 20 | Central Point | 17,275 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$6,150 | \$8,000 |
| 21 | Difference (avg to CP scale) | | -\$485 | -\$280 | -\$155 | \$90 | -\$483 | -\$210 | \$29 | \$451 | \$248 | \$627 |
| 22 | Percentage (avg to CP scale) | | -9.41% | -4.06% | -3.01% | 1.31% | -9.38% | -3.05% | 0.57% | 6.54% | 4.03% | 7.84% |
| 23 | % For ee to reach To Top of CP Scale | | | 15% | | 17% | | 0% | | 0% | | 10% |
| 25 | 2016 Salary Survey Findings | | | | | | | | | | | |
| 26 | | | Band II | | | | | | Band III | | | |
| 27 | | Population | City Recorder | | Accountant/Fin Sup | | PW Operations Mgr | | Parks & Rec Mgr | | Building Div Mgr | |
| 28 | | | Low | High | Low | High | Low | High | Low | High | | |
| 29 | Ashland | 20,405 | | | 6334 | 7699 | 6334 | 7699 | | | 6650 | 8083 |
| 30 | Grants Pass | 36,465 | 4519 | 5718 | 4745 | 6004 | 4982 | 6304 | 4982 | 6304 | 5878 | 7437 |
| 31 | Klamath Falls | 21,580 | 5159 | 7222 | 5330 | 7462 | 5159 | 7222 | 5159 | 7222 | | |
| 32 | Jackson County | 210,975 | | | | | | | 4836 | 6172 | 5855 | 7472 |
| 33 | Josephine County | 83,720 | | | 4261 | 5785 | 4698 | 6378 | 6474 | 6075 | | |
| 34 | Medford | 77,655 | 5210 | 6648 | 6032 | 7697 | 6333 | 8080 | 4725 | 6030 | 6648 | 8486 |
| 35 | 2016 Position | | City Recorder | | Accountant/Fin Sup | | PW Operations Mgr | | Parks & Rec Mgr | | Building Div Mgr | |
| 36 | Median | | | \$ 6,648 | | \$ 7,462 | | \$ 7,222 | | \$ 6,172 | | \$ 7,778 |
| 37 | Average | | \$4,963 | \$6,529 | \$5,340 | \$6,929 | \$5,501 | \$7,137 | \$5,235 | \$6,361 | \$6,258 | \$7,870 |
| 38 | Central Point 0823: (actual) | | | \$ 6,010 | | \$ 5,911 | | \$ 6,900 | | \$ 6,900 | | \$ 7,250 |
| 39 | Central Point | 17,275 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$5,150 | \$6,900 | \$6,150 | \$8,000 |
| 40 | Difference (avg to CP scale) | | \$187 | \$371 | -\$190 | -\$29 | -\$351 | -\$237 | -\$85 | \$539 | -\$108 | \$131 |
| 41 | Percentage (avg to CP scale) | | 3.64% | 5.37% | -4.0% | -0.43% | -6.82% | -3.43% | -1.65% | 7.82% | -1.75% | 1.63% |



Police Salary Survey

| | A | B | D | E | F | G | H | I |
|----|------------------------------|------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| 1 | 2016 Salary Survey Findings | | | | | | | |
| 2 | | | Band II | | Band III | | Band V | |
| 3 | | Population | Lieutenant | | Captain | | Police Chief | |
| 4 | | | Low | High | Low | High | Low | High |
| 5 | Canby | 16,010 | | | 7198 | 9561 | 8089 | 10744 |
| 6 | Dallas | 15,040 | 4787 | 6999 | 5754 | 8187 | 6444 | 9213 |
| 7 | Forest Grove | 23,080 | | | 6954 | 8875 | 7876 | 10052 |
| 8 | Gladstone | 11,505 | 5432 | 6605 | 6571 | 7969 | 7204 | 8756 |
| 9 | Lebanon | 15,740 | 5723 | 7440 | 6308 | 8200 | 7303 | 9494 |
| 10 | Milwaukie | 20,505 | | | 7419 | 9469 | 8589 | 10962 |
| 11 | Newberg | 22,900 | 5979 | 7653 | 7548 | 9661 | 8830 | 11304 |
| 12 | Roseburg | 22,500 | | 8508 | | 9358 | 8555 | 10951 |
| 14 | 2016 Position | | Lieutenant | | Captain | | Police Chief | |
| 15 | Median | | | \$ 7,440 | | \$ 9,117 | | \$ 10,398 |
| 16 | Average | | \$5,480 | \$7,441 | \$6,822 | \$8,910 | \$7,861 | \$10,185 |
| 17 | Central Point (actual) | | \$ 6,249 | \$ 6,723 | | \$ 7,293 | | \$ 8,400 |
| 18 | Central Point | 17,275 | \$5,150 | \$6,900 | \$6,150 | \$8,000 | \$7,150 | \$9,100 |
| 19 | Difference (avg to CP scale) | | -\$330 | -\$541 | -\$672 | -\$910 | -\$711 | -\$1,085 |
| 20 | Percentage (avg to CP scale) | | -6.41% | -7.84% | -10.92% | -11.38% | -9.95% | -11.92% |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 2016 Salary Survey Findings | | | | | | | |
| 24 | | | Band II | | Band III | | Band V | |
| 25 | Local | Population | Lieutenant | | Captain | | Police Chief | |
| 26 | | | Low | High | Low | High | Low | High |
| 27 | Ashland | 20,405 | 5745 | 6983 | 7332 | 8912 | 8081 | 10842 |
| 28 | Grants Pass | 36,465 | 4784 | 7177 | 4827 | 7485 | 5521 | 8557 |
| 29 | Klamath Falls | 21,580 | | | 6437 | 9011 | 7512 | 10518 |
| 30 | Medford | 77,655 | 7052 | 7775 | 8164 | 9001 | 6512 | 11386 |
| 31 | 2016 Position | | Lieutenant | | Captain | | Police Chief | |
| 32 | Median | | | \$ 7,177 | | \$ 8,957 | | \$ 10,680 |
| 33 | Average | | \$5,860 | \$7,312 | \$6,690 | \$8,602 | \$6,907 | \$10,326 |
| 34 | Central Point (actual) | | \$ 6,249 | \$ 6,723 | | \$ 7,293 | | \$ 8,400 |
| 35 | Central Point | 17,275 | \$5,150 | \$6,900 | \$6,150 | \$8,000 | \$7,150 | \$9,100 |
| 36 | Difference (avg to CP scale) | | -\$710 | -\$412 | -\$540 | -\$602 | \$244 | -\$1,226 |
| 37 | Percentage (avg to CP scale) | | -13.79% | -5.97% | -8.74% | -7.53% | 3.41% | -13.47% |

Police management positions are between 8%-12% below comps.

Police management positions are 6%-13.5% below local jurisdiction salaries.

Director Salaries

| | A | B | D | E | F | G | H | I | J | K | L | M |
|----|--------------------------------------|------------|-------------|-----------|-------------|----------|-----------------|-----------|------------------|----------|-----------------------|-----------|
| 1 | 2016 Salary Survey Findings | | | | | | | | | | | |
| 2 | | | Band IV | | | | | | | | | |
| 3 | | Population | IT Director | | HR Director | | Comm. Dev. Dir. | | Finance Director | | Public Works Director | |
| 4 | | | Low | High | Low | High | Low | High | Low | High | Low | High |
| 5 | Canby | 16,010 | | | 8089 | 10744 | 6727 | 8935 | 7630 | 10134 | 7189 | 9561 |
| 6 | Cornelius | 11,900 | | | | | 7215 | 8975 | 6132 | 7626 | 7215 | 8975 |
| 7 | Dallas | 15,040 | | | 5754 | 8187 | 6444 | 9213 | 6222 | 8859 | 6222 | 8859 |
| 8 | Forest Grove | 23,080 | 6954 | 8875 | 6954 | 8875 | 7876 | 10052 | 7876 | 10052 | 7676 | 10052 |
| 9 | Gladstone | 11,505 | | | | | | | | | 7204 | 8756 |
| 10 | Lebanon | 15,740 | 6008 | 7810 | | | 6625 | 8613 | 6625 | 8613 | 6625 | 8613 |
| 11 | Milwaukie | 20,505 | 7419 | 9469 | 7419 | 9469 | 8180 | 10440 | 8180 | 10440 | 7419 | 9469 |
| 12 | Newberg | 22,900 | 7577 | 9699 | 7158 | 9164 | 7803 | 9989 | 7803 | 9989 | 7803 | 9989 |
| 13 | Roseburg | 22,500 | | | 7270 | 9306 | 7890 | 10100 | 7890 | 10100 | 8555 | 10951 |
| 14 | Troutdale | 16,020 | | | 6638 | 8068 | 7318 | 9162 | 7318 | 9162 | 7318 | 9162 |
| 16 | 2016 Position | | IT Director | | HR Director | | Comm. Dev. Dir. | | Finance Dir. | | PPW Director | |
| 17 | Median | | | \$ 9,172 | | \$ 9,164 | | \$ 9,213 | | \$ 9,989 | | \$ 9,316 |
| 18 | Average | | \$6,990 | \$8,963 | \$7,040 | \$9,116 | \$7,342 | \$9,498 | \$7,297 | \$9,442 | \$7,323 | \$9,439 |
| 19 | Central Point 0823: (actual) | | | \$ 8,700 | | \$ 7,800 | | \$ 8,700 | | \$ 7,084 | | \$ 8,700 |
| 20 | Central Point | 17,275 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 |
| 21 | Difference (avg to CP scale) | | -\$490 | -\$263 | -\$540 | -\$416 | -\$842 | -\$798 | -\$797 | -\$742 | -\$823 | -\$739 |
| 22 | Percentage (avg to CP scale) | | -7.53% | -3.03% | -8.31% | -4.78% | -12.95% | -9.17% | -12.27% | -8.52% | -12.66% | -8.49% |
| 23 | % For ee to reach To Top of CP Scale | | | 0% | | 12% | | 0% | | 23% | | 0% |
| 25 | 2016 Salary Survey Findings | | | | | | | | | | | |
| 26 | | | Band IV | | | | | | | | | |
| 27 | | Population | IT Director | | HR Director | | Comm. Dev. Dir. | | Finance Director | | Public Works Director | |
| 28 | | | Low | High | Low | High | Low | High | Low | High | Low | High |
| 29 | Ashland | 20,405 | 8081 | 10842 | 6983 | 9369 | 8081 | 10842 | 8081 | 10842 | 8081 | 10842 |
| 30 | Grants Pass | 36,465 | 6025 | 7623 | 7067 | 8866 | 7454 | 9431 | 7182 | 9088 | 7640 | 9667 |
| 31 | Klamath Falls | 21,580 | | | | | | | 6437 | 9011 | 7512 | 10518 |
| 32 | Jackson County | 210,975 | 8154 | 10407 | 7535 | 9615 | 8154 | 10407 | 7586 | 9677 | 8871 | 11324 |
| 33 | Josephine County | 83,720 | 5710 | 7753 | 5438 | 7384 | 5710 | 7753 | 5710 | 7753 | 5710 | 7753 |
| 34 | Medford | 77,655 | 5966 | 10077 | 5966 | 10077 | 5966 | 10077 | 5966 | 10077 | 5966 | 10077 |
| 35 | 2016 Position | | IT Director | | HR Director | | Comm. Dev. Dir. | | Finance Dir. | | PPW Director | |
| 36 | Median | | | \$ 10,077 | | \$ 9,369 | | \$ 10,077 | | \$ 9,383 | | \$ 10,298 |
| 37 | Average | | \$6,787 | \$9,340 | \$6,598 | \$9,062 | \$7,073 | \$9,702 | \$6,827 | \$9,408 | \$7,297 | \$10,030 |
| 38 | Central Point 0823: (actual) | | | \$ 8,700 | | \$ 7,800 | | \$ 8,700 | | \$ 7,084 | | \$ 8,700 |
| 39 | Central Point | 17,275 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 | \$6,500 | \$8,700 |
| 40 | Difference (avg to CP scale) | | -\$287 | -\$640 | -\$98 | -\$362 | -\$573 | -\$1,002 | -\$327 | -\$708 | -\$797 | -\$1,330 |
| 41 | Percentage (avg to CP scale) | | -4.42% | -7.36% | -1.50% | -4.16% | -8.82% | -11.52% | -5.03% | -8.14% | -12.26% | -15.29% |



Recommendation Options

Recommendations:

When going through the budget process:

- a) Increase the top end of the salary scale for Lieutenant, Captain, and Police Chief by 10%. It will take some time for them to reach the top but this is necessary to be competitive with the market. (This would require creating additional Bands to separate out police management for the rest of the management group.)
- b) Increase the top end of the band for Directors by 5%. Directors are making less than the comparable cities and this will allow for performance based increases particularly for those already at the top of the scale.

Additional options to consider:

- c) Consider increasing the minimum and maximum of each of the bands each January 1st by the U.S. City Average CPI-U July – July; not to exceed 2.5%, effective January 1, 2018. This does not mean each employee will receive this increase because increases are based on performance but the scale will increase. This will help us maintain competitiveness with the labor market.

Recommendations:

Additional options to consider:

- d) Provide education incentives as we do with the union groups, such as 5% incentive for managers with a bachelor's degree and 5% incentive for directors with a master's degree.

- d) Consider increasing contributions to all managers health reimbursement accounts (HRA's).

Recommended changes to the Management Compensation Plan

Current Schedule

Proposed Schedule

| | A | B | C | D | E | F | G | H | I |
|----|--------------|----------|----------|---|---|--|----------|-----------|--|
| 1 | Current Band | Minimum | Maximum | Positions | | New Band | Minimum | Maximum | Positions |
| 2 | Band I | \$ 4,150 | \$ 5,600 | Police Officer Manager | | | | | |
| 3 | Band II | \$ 5,150 | \$ 6,900 | City Recorder, Accounting Supervisor, PW Operations Manager, P&R Manager, Police Lieutenant | | Band I | \$ 5,150 | \$ 6,900 | City Recorder, Accounting Supervisor, PW Operations Manager, P&R Manager |
| 4 | Band III | \$ 6,150 | \$ 8,000 | Building Division Manager, Police Captain | | Band II | \$ 6,150 | \$ 8,000 | Building Division Manager |
| 5 | Band IV | \$ 6,500 | \$ 8,700 | Directors – IT, HR, CD, PW/P, Finance | | Band III | \$ 6,500 | \$ 9,135 | Directors – IT, HR, CD, PW/P, Finance |
| 6 | Band V | \$ 7,150 | \$ 9,100 | Police Chief | | | | | |
| 7 | | | | | | Police Band I | \$ 4,150 | \$ 5,600 | Police Officer Manager |
| 8 | | | | | | Police Band II | \$ 5,665 | \$ 7,590 | Police Lieutenant |
| 9 | | | | | | Police Band III | \$ 6,765 | \$ 8,800 | Police Captain |
| 10 | | | | | | Police Band IV | \$ 7,865 | \$ 10,010 | Police Chief |
| 11 | | | | | | | | | |
| 12 | | | | | | Increased maximum of Band III by 5% | | | |
| 13 | | | | | | Increased Polic Band II/IIII/IV minimum & maximum by 10% | | | |

These proposed changes to the schedule do not change any employees current salary but allows for future increases.



Direction from the Council

Business

Country Crossing Traffic Control



STAFF REPORT

November 10, 2016

AGENDA ITEM:

Consideration of Traffic Control Comments for Country Crossing Music Festival

STAFF SOURCE:

Tom Humphrey, Community Development Director

BACKGROUND:

Representatives from the City attended a local agency meeting on Monday, October 31st to discuss a traffic control plan that was submitted to Jackson County Roads by Country Crossing Representatives. The Consultant's proposal was discussed at length and John Vial produced a summary of local agency comments and recommendations (Attachment A).

Country Crossing and their Consultants have already submitted an application for a County event permit and creating an effective traffic control plan is part of that permit.

ISSUES:

The success of this venture and the actual involvement of the City, County and State will be based upon Event Management Consultant's ability to manage traffic and its associated impact to local infrastructure.

EXHIBITS/ATTACHMENTS:

Attachment "A" – Comments on Traffic Control for Country Crossing Music Festival, dated November 2, 2016

Attachment "B" – Country Crossing 2016 Maps Critiqued by Local Agencies

ACTION:

Discuss the local agency comments and recommendations with City staff.

RECOMMENDATION:

Direct staff as necessary

Tom Humphrey

From: John Vial <VialJN@jacksoncounty.org>
Sent: Wednesday, November 02, 2016 12:53 PM
To: 'Tim Flowerday'; 'dispatch@westflag.com'
Cc: John Vial
Subject: Comments on Traffic Control for Country Crossings Music Festival

Matt & Tim,

On Monday the local agencies (Jackson County SO and Roads, Central Point PD and Public Works, Medford PD and Public Works, State Police and ODOT) met to discuss your draft traffic control plan for Country Crossings and we would collectively provide the following comments:

1. Urban Area Traffic Control - We appreciate your draft plan and recognize you clearly have experience with dealing with traffic control on a large scale. We do want to express our concern however that this event is very different than Willamette, Mountain Home and Cape Blanco as with this event you are dealing with traffic control in an urban area, basically the middle of a city. At this location drivers have many options on how and where to access the site and many of them will likely be local residents that know their way around. This is going to present some challenges that need to be addressed that you typically don't deal with in the urban settings. Drop-off and pick-up pedestrian issues are a good example. Local PSA's for this event can make a big difference in the success of the traffic control plan and we'd ask that you develop a public outreach plan for the local residents.
2. GA Parking – The final GA parking plan needs to be nailed down before a final traffic control plan can be developed. According to the City of Central the "Walmart site" (large field on the north side of Pine St.) will not be available for GA parking. Also the large field on the west side of Table Rock Rd. and south of Hamrick is the proposed site for the new Costco store and this area will be fully under construction in July 2017. The team suggests you look at the field which is between Table Rock Rd. and Biddle Road. We also suggest you consider looking at fields further to the north off of Upton, Truax, Newland and High Banks Roads.
3. SB Access to the Site - We request that you change the whole SB access to the venue from a route that goes south on Hwy 99 and enters the area via Scenic Rd and Pine St. to a route that goes on Blackwell Rd. to Kirtland Rd. to Table Rock Road and then enters the venue through the numerous east-west cross roads.
4. Pedestrian and Drop-off/Pick-up Plan – This location will facilitate many pedestrians that are parking in GA locations, parking in nearby neighborhoods, parking on shoulders, etc. and will walk into the venue. Dealing with this volume of pedestrians will create large traffic and safety problems and we need to have a well thought out pedestrian plan including how crowds will be controlled and how their safety will be maintained. Also, to avoid parking, there will likely be large volumes of drop-off and pick-up visitors. These drop-off and pick-ups will create challenges in that they all want to get as close as possible and will likely create severe congestion problems. Having a plan and a clear message where visitors can drop-off and pick-up ticket holders will be needed. Included in this plan should be communication with taxis.
5. Peninger Rd. – Should be closed at the intersection with Upton and at a location on the south end that will facilitate turning vehicles around.
6. Upton, Gebhard and Wilson Rd. Loop – More thought and planning needs to be completed on these routes. Mixing heavy volumes of RV and tent campers, with drivers trying to find a closer place to park, with local traffic and with huge volumes of pedestrians is a bad mix. We are concerned that these very narrow roads will simply come to a standstill and that emergency vehicle access will be compromised. We are also very concerned with pedestrian safety. Suggestions to deal with this include making these roads one-way and cone off half the road for pedestrians or completely closing them to all traffic except those showing festival passes. If they are closed, this will raise additional challenges of road blocks and flaggers that will be need to be planned for.

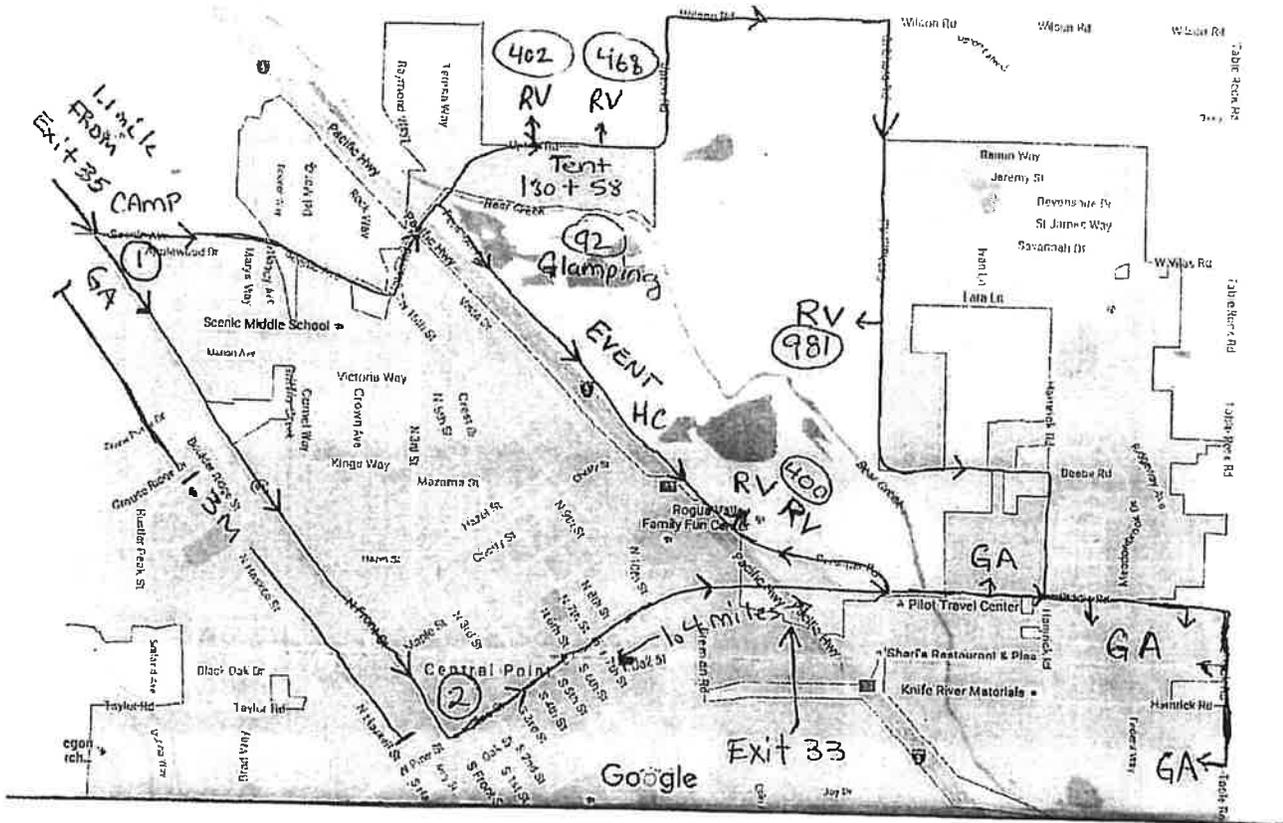
7. Parking on Central Point Streets – Please work with the City of Central Point to develop a parking plan (or non-parking plan) for city streets. It will be very tempting for locals to simply park in Central Point and walk over the Upton or Pine Street overcrossings and avoid parking in fee lots. This has the potential to cause severe congestion on 10th Street, Upton and many of the other city streets near the venue.
8. Exit 33 – Due to heavy traffic volumes, a high percentage of truck traffic and the close proximity of the Exit 33 ramp terminals to local streets (Peninger Lane and 10th Street) this interchange can develop long queues and backing traffic onto the ramps and onto I-5 is a large concern. While NB and SB traffic are being signed for Exits 30 and 35, we are concerned that a large portion of local traffic will simply ignore the signs and head to Exit 33. We request that you develop a more comprehensive traffic control plan to deal with this interchange that will include shutting off the ramp terminals and Peninger Rd. signals and flagging them.
9. Exit 30 – Your plan provides that all NB traffic will be directed north onto Highway 62 to Vilas and then distributed north and south at Table Rock Rd. In general we feel this is a good plan. We would suggest that flaggers may be needed at the intersection of Highway 62 and Vilas. Also, should Vilas at Table Rock become too congested, we request development of a backup plan to use Biddle if needed.
10. Exit 30, Closing Biddle Rd. Off Ramp – Your plan includes the closure of the Biddle Rd. jug-handle ramp. This shouldn't be done as this is signed from I-5 as the access to the airport and this route provides access to 100's of businesses and residential areas within Medford.
11. Get Away Plan – Often the worst traffic control problems associated with EXPO events have occurred when the event ends and everyone tries to leave at once. We request that a get away plan is developed and shared with the traffic control team showing how traffic control will be completed to allow patrons to leave the site in an orderly and safe manner.
12. Access from the Greenway – We'd request that you market the Bear Creek Greenway Trail as a way to access the event to reduce drivers. This facility goes from the EXPO grounds all the way south to Ashland and provides an opportunity to ride or walk to the event. Providing valet parking for cyclists will be needed.
13. Shutting off Signals and ODOT VMS Boards – Your plan will need to include a process and time for ODOT and the City of Medford staff to assist in shutting down signals and restarting them to ensure they are operating effectively. Also, ODOT has trailer mounted variable message signs (VMS) that can be controlled centrally to change messages quickly if needed. They are available from ODOT to rent if needed.
14. Overall Traffic Control Coordination – We request your plan address how the overall traffic control coordination will occur, chain of command, how changes in traffic control will occur and be communicated to responders, how do we talk to each other, etc. We will need a clear list of key contacts from you.
15. Costs – For those agencies providing traffic control assistance (most everyone attending this meeting) how are they going to be reimbursed? When and how do we develop agreements and contracts to be reimbursed for our costs.

We look forward to seeing the next draft of this plan and working together to provide a successful and safe event for all.

John Vial
Jackson County
541-774-6238

Google Maps Central Point

COUNTRY CROSSINGS 2016



Southbound event traffic leaving I-5 at Exit 35 (SEE EXIT 35 MAP) will be a mix of all types of traffic. Initially, after leaving the flaggers at Exit 35, all traffic will be guided to make a left on Scenic and all roads around the "Event Traffic Loop" will be signed to keep all event traffic on that outer loop except for the very specific Glamping, ADA/HC and 382 space RV lot, which will be directed to use Peninger. All signage and traffic control will be done with the intention of keeping Peninger relatively free of traffic.

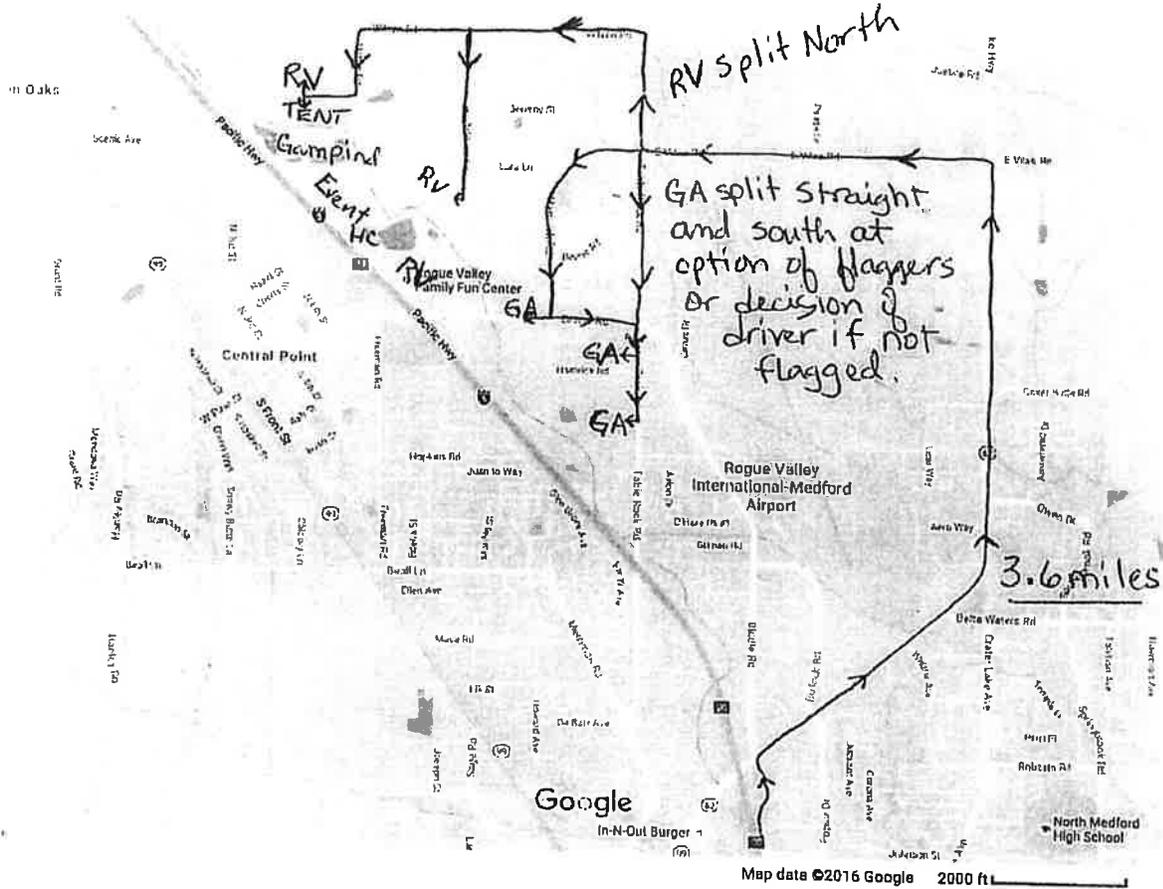
During peak arrival times, Scenic may back up to such an extent that GA event traffic will need to be guided past Scenic and to E Pine.

Exit 35 - This exit will be flagged at all peak traffic times as needed. See intersection map.

HWY 99 and Scenic - The SB stretch of HWY99 from Exit 35 to Scenic will have the ability to be signed both to guide ALL Event traffic to turn left on Scenic, and also to guide GA south to E Pine and RV traffic to turn left on Scenic. This second option will be used at times of peak traffic volume IF traffic is backing up to I-5. Scenic is not a lighted intersection, and NB traffic will be prepped for primarily NB flagging to allow a nearly continuous flow of Event traffic from HWY 99. SEE INTERSECTION MAP

HWY 99 and E Pine - The SB stretch of HWY99 from Scenic to E Pine will be signed "All Event Traffic" "Left on E Pine". This is a lighted intersection, and the intention is to leave these lights on at all times. As noted above, the intention is also to clear most Event traffic from HWY99 at Scenic, before reaching E Pine, although it will be signed at all times to guide any SB Event traffic.

Google Maps Central Point COUNTRY CROSSINGS 2016



Northbound event traffic drivers using their GPS will be guided to use Biddle Rd, then Bullock Rd off of Crater Lake Hwy. These may be too close to I-5 to effectively allow that much traffic to make those turns without backing up to I-5 and they will be signed to alert "All Event Traffic" "Continue Straight". Crater Lake Hwy will then be signed to alert all event traffic to turn left on to E Vilas Rd, after which, RV and GA traffic can be separated and directed onto the "Event Traffic Loop".

EXIT 30 - The right lane of this exit will be closed to keep Event traffic from ignoring signage and using the "shortest" route to the event, effectively closing off the Biddle Rd cloverleaf. All traffic needing to access Biddle Rd, can still do so directly from Crater Lake Hwy. SEE EXIT 30 MAP.

E Vilas Rd and Crater Lake Hwy - This is a large, multiple lane, lighted intersection, and at 3.6 miles from the ramp, the lights will remain on, and the road will be signed to alert "All Event Traffic Turn Left at E Vilas Rd", with similar signage posted periodically as throughout the stretch of Crater Lake Hwy from Exit 30 to E Vilas Rd.

E Vilas Rd and Table Rock Rd - This is the primary intersection that will be used to split Event traffic into GA and Non GA. It is a lighted intersection, and will there will be a stretch of E Vilas Rd signed to alert all traffic which way to go depending on the type of pass they have. It will also be prepped to allow for turning off the signals and utilization of flaggers if peak traffic causes too much of a backup, but lights will remain operational at all other times.

Business

**Planning Commission
Report**

PLANNING DEPARTMENT MEMORANDUM

Date: November 10, 2016
To: Honorable Mayor & Central Point City Council
From: Tom Humphrey AICP, Community Development Director
Subject: Planning Commission Report

The following items were presented by staff and discussed by the Planning Commission at its regular meeting on November 1, 2016.

- A. Public Hearing to consider a Conditional Use Permit application to place a Mobilite Telecommunications Antenna in the public right-of-way near McDonalds restaurant. The proposed project site is located in the C-4, Tourist and Office-Professional zoning district.** The Planning Commission was given a revised staff report and received additional testimony from the applicant's agent following the earlier consideration of a 75 foot pole on 9th Street. Acknowledging that a pole like this raises visual and aesthetic concerns, the applicant modified their proposal to reduce the pole height to 50 feet, confined equipment to inside a metal pole and agreed to paint it a light color. The Commission passed Resolution No. 834 approving the proposal with these and other conditions.
- B. Public Hearing to consider Resolution No. 835 Recommending Approval of the City of Central Point Population & Demographics Element to the City Council.** The Planning Commission received a staff report from Planning Manager Don Burt who summarized changes to State Law (HB 2253) and the resulting forecasts prepared by the PSU Population Research Center (PRC). These forecasts became the basis for the revised 2016-2036 Population & Demographics Element for the Central Point Comprehensive Plan. These forecasts will also be used to develop a new Housing Element for the City. The Commission unanimously approved the resolution.
- **Urban Renewal – East Pine Street Streetscape Engineering Contract** – Staff summarized the Development Commission's open house on October 24th.
 - **Costco Conditional Use Application Update** – The Commission was informed of a further appeal to the Appellate Court.
 - **Changes on the Planning Commission** – The Commission discussed who should be considered for the position of vice-chair pending Chuck Piland's retirement and Mike Oliver's appointment as Chair.