

**CITY OF CENTRAL POINT**  
**City Council Meeting Agenda**  
**July 23, 2009**

Next Res.1221  
Next Ord. No.1930

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

**City Council**

**Mayor**  
Hank Williams

**Ward I**  
Bruce Dingler

**Ward II**  
Mike Quilty

**Ward III**  
Matthew Stephenson

**Ward IV**  
Allen Broderick

**At Large**  
Carol Fischer  
Kay Harrison

**Administration**  
Phil Messina,  
City Administrator

**Community  
Development  
Department**  
Tom Humphrey, Director

**Finance Department**  
Bev Adams, Director

**Parks and Recreation  
Department**  
Matt Samitore, Manager

**Police Department**  
Jon Zeliff, Chief

**Public Works  
Department**  
Bob Pierce, Director

**I. REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC APPEARANCES**

**V. CONSENT AGENDA**

- A. Approval of June 25, 2009, City Council Minutes
- B. Authorization of Agreement for Southern Oregon Regional Communications Telecommunications Contract

**VI. ITEMS REMOVED FROM CONSENT AGENDA**

**VII. PUBLIC HEARING, ORDINANCES, AND RESOLUTIONS**

- Page 1 - 3      A. First Reading - An Ordinance Adding Chapter 2.59 to the Central Point Municipal Code Pertaining to the Establishment of an Arts Commission (Clayton)
- 4 - 11        B. Resolution No. \_\_\_\_\_, A Resolution Declaring the Zoning District Assignment of 9.37 Acres of Land Located on West Vilas Road and Table Rock Road, Identified on the Jackson County Assessor's Map as 36 2W 36DC Tax Lots 300, 400, 500, 1000, 2400, and 37 2W 01BA Tax Lot 600 into the City of Central Point, Oregon (Burt)

- 12 - 19 C. Resolution No. \_\_\_\_\_, A Resolution Declaring the Zoning District Assignment of 0.877 Acre of Land Located South of East Pine Street, Identified on Jackson County Assessor's Map as 37 2W 01C, Tax Lot 3000 (Burt)

**VIII. BUSINESS**

- 20 - 21 A. Planning Commission Report (Burt)

**IX. COUNCIL BUSINESS**

**X. MAYOR'S REPORT**

**XI. CITY ADMINISTRATOR'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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.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**

# CONSENT AGENDA

**CITY OF CENTRAL POINT  
City Council Meeting Minutes  
June 25, 2009**

**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, Carol Fischer, Kay Harrison, Mike Quilty, and Matthew Stephenson were present.

City Administrator Phil Messina; City Attorney Doug Engle; Public Works Director Bob Pierce; Police Chief Jon Zeliff; Interim Community Development Director Matt Samitore; Human Resources Manager Barb Robson; Assistant City Administrator Chris Clayton; and City Recorder Deanna Casey were also present.

**IV. PUBLIC APPEARANCES**

Shirley Bewley, Victoria Way Resident

Mrs. Bewley stated they would like to thank City staff for the help during the June 12<sup>th</sup> flooding at 5<sup>th</sup> and Victoria. The neighbors have a few questions concerning that area and the issues of the storm drain. If there is another storm what shall they do to protect their property and how do they contact Public Works if it floods again; what is the City's plan and timeline for fixing the lack of drainage they experienced during the last two rain storms; and what can the people who had damage expect from the city?

Public Works Director Bob Pierce presented information regarding the flash floods on May 30, and June 12. There is no way to know the amount of water that actually came down in such a short amount of time during those two events. It was explained that storm drains are not built to handle that amount of water in such a short amount of time. There were several areas in the city that flooded. The area of 5<sup>th</sup> and Victoria Way was the worst area on June 12<sup>th</sup>. Staff has scoped the storm drain in that area and it was not plugged during the storm. The creeks did not over flow and the areas that were affected were outside the 100 year flood plain. Mr. Pierce stated that he will provide the neighbors with the after-hours number in case they need to contact Public Works because of flooding issues in the future. The city is researching options for this type of flash flooding but currently there is nothing budgeted to improve the system. He informed the citizens that the City does have sand and sandbags available in case of flooding. Citizens would need to call the after-hours number and fill their own bags. Staff can help with proper placement of the bags.

Assistant City Administrator Chris Clayton mentioned that citizens who are not in the flood plain can purchase flood insurance at a discounted rate, if they are concerned that this type of event could happen again.

**V. CONSENT AGENDA**

- A. Approval of June 11, 2009, City Council Minutes.
- B. Approval of Proclamation designating July 2009 as National Guard Month in Oregon.
- C. Approval to Cancel July 9, 2009, City Council meeting.

**Mike Quilty made a motion to approve the consent agenda as presented.** Matt Stephenson seconded. Roll call: Allen Broderick, yes; Bruce Dinger, yes; Carol Fischer, yes; Kay Harrison, yes; Mike Quilty, yes; and Matt Stephenson, yes. Motion approved.

**VI. ITEMS REMOVED FROM CONSENT AGENDA – None**

**VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

- A. Resolution No. 1218, A Resolution Repealing Resolution No. 1208, Entitled “A Resolution Calling a Special Election for the Purpose of Submitting to the Voters of Central Point a Measure to Abolish the City’s Traffic Utility Fee and Replace it with a Motor Vehicle Tax”**

Assistant City Administrator Chris Clayton stated that on May 28<sup>th</sup> the Council approved a Resolution to put before the voters a measure to abolish the Transportation Utility Fee and replace it with a local gas tax. Council instructed staff to watch the actions of the state and if they pass legislation increasing the state gas tax to return with a resolution repealing the measure through the city. Both the Oregon House and Senate have passed HB 2001, the Jobs and Transportation Act, which is awaiting the Governor’s signature. The bill contains a four year moratorium on cities enacting new gas taxes or amending existing ones. A local fuel tax Ordinance is still a valid council consideration.

He explained that the Council has three options at this time: 1) Repeal Resolution 1208; 2) Enact a gas tax by ordinance without voter approval before the 91<sup>st</sup> day following adjournment of the Legislature. The League of Oregon Cities believes the operative date would be when the Council approved the Ordinance, not the referral date if a referendum is filed; 3) assume that the vote would fall within the 91 days after adjournment of the legislature and do nothing.

The Council discussed the revenue the state tax would generate for the City and decided it would cover some of the deficit we currently have. The Transportation Utility Fee would need to stay in place at this time. The new source of revenue is not locally controlled which is a concern for Council and Staff. When Council agreed to the fuel tax they told citizens if there was another source they would not impose a local fuel tax. They do not feel it is a good time to go forward with

the measure or an ordinance. If the State measure gets repealed by voters the City will revisit this issue.

**Bruce Dingler made a motion to approve Resolution No. 1218, A Resolution Repealing Resolution No. 1208, Entitled "A Resolution Calling a Special Election for the Purpose of Submitting to the Voters of Central Point a Measure to Abolish the City's Traffic Utility Fee and Replace it with a Motor Vehicle Tax".** Matt Stephenson seconded. Roll call: Allen Broderick, no, Bruce Dingler, yes; Carol Fischer, yes; Kay Harrison, yes; Mike Quilty, no; and Matt Stephenson, yes. Motion passes.

**B. Resolution No. 1219, A Resolution Amending the Central Point Parks Foundation Bi-laws to Include Public Open Space, Downtown Beautification and Amending Language on Membership and Staffing**

Parks and Recreation Manager Matt Samitore stated the recommended resolution will amend the Parks Foundation Bi-laws by clarifying the donation and projects the foundation can do. Language has been added to clarify that downtown beautification and city open space are potential projects for the foundation. Language has been changed to state that only three Parks Commissioners will be on the Board of the Foundation, other members will be chosen from citizens of the City. Language has also been added to appoint an associate director and clarify the treasurer position. This will allow smooth transitions if one staff member is not available to approve or sign checks.

**Mike Quilty made a motion to approve Resolution No. 1219, A Resolution Amending the Central Point Parks Foundation Bi-laws to Include Public Open Space, Downtown Beautification and Amending Language on Membership and Staffing.** Kay Harrison seconded. Roll call: Allen Broderick, yes, Bruce Dingler, yes; Carol Fischer, yes; Kay Harrison, yes; Mike Quilty, yes; and Matt Stephenson, yes. Motion approved.

**C. Resolution No. 1220, A Resolution Revising Position Classification Pay Plan**

Human Resource Manager Barb Robson explained that Part A of the pay plan is for the General Service Bargaining Unit and reflects the implementation of the pay scale proposed by LGPI in the Wage Study final report. The revised pay plan incorporates all of the changes recommended in the report including a new format of pay grade and any positions that were moved to Part C of the Plan. She explained how positions moved to new grades if they were already at or above the market average. The positions that are over the recommendations will be frozen until the scale catches up to them.

**Mike Quilty made a motion to approve Resolution No. 1220, A Resolution Revising Position Classification Pay Plan.** Bruce Dingler seconded. Roll call: Allen Broderick, yes, Bruce Dingler, yes; Carol Fischer, yes; Kay Harrison, yes; Mike Quilty, yes; and Matt Stephenson, yes. Motion approved.

## **VIII. BUSINESS**

### **A. Multicultural Committee Update**

Multi-Cultural Committee Chair Shannon Moulin reported on the items that the Committee will be doing this year. They have been in contact with the School District to discuss diversity teaching in the schools. They have created Education and Events Sub-committees. These subcommittees will be able to continue work between regularly scheduled meetings. Marilyn Wilbur has been appointed Vice Chair Person. Mrs. Moulin has come before the Council tonight to ask for a motion approving the Multicultural Committee informational brochure. The committee plans to have a booth at the 4<sup>th</sup> of July event and Friday Night Festivals this summer.

The Council thanked the Multicultural Committee for all their work. They are happy to have a committee with such dedicated members.

**Matt Stephenson made a motion to approve the Multicultural Committee Brochure.** Kay Harrison seconded. Roll call: Allen Broderick, yes, Bruce Dingler, yes; Carol Fischer, yes; Kay Harrison, yes; Mike Quilty, yes; and Matt Stephenson, yes. Motion approved.

## **IX. COUNCIL BUSINESS**

Council Member Stephenson stated that Matt Vranes contacted him regarding a fireworks display. He wondered why Mr. Vranes was not informed of the insurance issue prior to this week. Staff replied that they were not included in the original planning of this event until recently. It was not the City who is requiring the large insurance coverage. Staff will be happy to work with Mr. Vranes in the future for next year, but he has to keep staff informed of any plans.

## **X. MAYOR'S REPORT**

Mayor Williams reported that he:

- Attended an RPS meeting. They are moving ahead with the current findings.
- Had a meeting with Phil, Matt, and the owner of Food 4 Less regarding meat for the Battle of the Bones. They may have a sponsor.
- He attended the SOREDI Annual Dinner.

## **XI. CITY ADMINISTRATOR'S REPORT**

City Administrator Phil Messina reported that there will not be a Council meeting on July 9<sup>th</sup>, but there will be a Study Session July 20<sup>th</sup>.

## **XII. COUNCIL REPORTS**

Council Member Matt Stephenson stated that he will be out of town for three weeks in July.

Council Member Carol Fischer stated that she attended the Mayors United Dinner and met with citizens regarding the flooding at 5<sup>th</sup> and Victoria.

Council Member Kay Harrison stated that she attended:

- the Mayors United Event.
- the Multicultural Committee meeting.
- a Rogue Valley Sewer Services meeting.
- a Medford Water Commission meeting.
- the SOREDI Dinner.
- a Wilson area meeting.

Council Member Mike Quilty reported that:

- he attended the Study Session on June 15<sup>th</sup>.
- he attended the RPS meeting.
- An MPO meeting where they are writing the findings for all six cities.
- He will be attending a Study/visioning session for MPO on July 28<sup>th</sup>.
- He attended the Rogue Valley Clean Cities meeting.
- He has been appointed to attend the ODOT Stake Holders meetings for transportation issues.

### **XIII. DEPARTMENT REPORTS**

Public Works Director Bob Pierce stated that he has been working on issues surrounding the recent storms.

Human Resource Manager Barb Robson stated that she is glad the wage study is done. The Police Department recruitment is coming along, and she has been working on insurance renewals.

Police Chief Jon Zeliff stated that they have interviewed 24 candidates for the vacant patrol position.

Interim Community Development Director Matt Samitore reported that:

- There has been some movement in development this month.
- Grass has been seeded at Don Jones Park.
- FEMA has moved the release date again for the new maps.
- He is working on a land swap with Mae Richardson for property in Twin Creeks.

Deputy Public Works Director Chris Clayton reported that:

- Bids were opened today for the CMAQ project on Hazel Street.
- The next CMAQ projects would be the parking lots at the Senior Center and across from City Hall.
- Staff is working on a grant to build a solar covered parking structure over the Police Department parking lot.

### **XIV. EXECUTIVE SESSION - None**

**XV. ADJOURNMENT**

Mike Quilty moved to adjourn, Matt Stephenson seconded, all said "aye" and the Council Meeting was adjourned at 8:52 p.m.

The foregoing minutes of the June 25, 2009, Council meeting were approved by the City Council at its meeting of July 23, 2009.

Dated:

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder



155 South Second Street • Central Point, OR 97502

Ph: (541) 664-5578 • Fax: (541) 664-2705 • www.cp-pd.com

**Jon D. Zeliff**

**Chief**

## STAFF REPORT

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To: The Honorable Mayor and City Council

From: Jon D. Zeliff, Chief of Police

SUBJECT: **SOUTHERN OREGON REGIONAL COMMUNICATIONS (SORC)  
TELECOMMUNICATIONS CONTRACT FOR FISCAL YEAR 2009-2010**

Date: July 23<sup>rd</sup>, 2009

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### Summary:

Each year, the City of Central Point (Police Department) and Southern Oregon Regional Communications negotiate and consequently enter into a contract for telecommunication services (see copy of attached proposed contract for a detailed description of performance standards).

For fiscal year 2009-2010 the City of Central Point (Police Department) shall pay Southern Oregon Regional Communications the total sum of \$178,550.22 in consideration of the services as outlined in the terms of the contract. The amount shall not increase during the specified term of the contract.

### Recommendation:

Staff recommends that the City Council approve the aforesaid contract between the City of Central Point (Police Department) and Southern Oregon Regional Communications in the amount of \$178,550.22 for the period of fiscal year 2009-2010.

*"Dedicated To Service, Committed To Excellence"*

# SOUTHERN OREGON REGIONAL COMMUNICATIONS TELECOMMUNICATIONS CONTRACT

This Contract is made and entered into in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by and between **SOUTHERN OREGON REGIONAL COMMUNICATIONS**, an unincorporated association of governmental entities organized under ORS Chapter 190, hereafter "**SORC**," and **CITY OF CENTRAL POINT**, hereafter "**USER**,"

## WITNESSETH:

**WHEREAS**, SORC is an association of governmental entities organized under an Intergovernmental Agreement under the authority of ORS Chapter 190 and as a "local jurisdiction" under authority of ORS Chapter 401 for the purpose of implementing a primary 911 Public Safety Answering Point, hereafter "PSAP," capable of providing wireline and wireless phase I and phase II telephone services, collectively known as "PSAP Services" received at SORC for the greater Jackson County area and Crater Lake National Park, except for the city limits of the City of Medford and the City of Ashland, hereafter "SORC service area", and also capable of providing emergent and non-emergent public safety radio communications and dispatch services, to its Users in the SORC service area collectively known as "Dispatch Services"; and

**WHEREAS**, SORC has a fully equipped and staffed telecommunications center, hereafter "CENTER" capable of delivering PSAP Services and Dispatch Services, and

**WHEREAS**, USER desires that SORC provide it with the aforementioned services, and

**NOW, THEREFORE**, in consideration of the mutual undertakings and obligations set forth herein, the parties covenant and agree as follows:

### 1. Telecommunications Connectivity and Maintenance:

- a) SORC shall have responsibility for maintenance and support of communication lines and equipment and to contract with Qwest Communications, its subsidiaries, successors or other approved Contractors for 911 lines and equipment, and to provide for maintenance of other equipment and software required for effective operation of the system.
- b) SORC Information Technology (IT) staff will provide and/or manage the installation, implementation, maintenance and support of lines and equipment necessary to transmit telephone, radio and wireless signals between the User and SORC. The cost of accomplishing and maintaining this linkage for all participating agencies will be shared as part of the SORC technical operating budget.
- c) Scope
  - 1) Respond to the User agency to trouble-shoot and repair minor equipment malfunctions, such as printers, pc's, keyboards, etc.
  - 2) Respond to the User agency to trouble-shoot and repair law enforcement network servers and wireless networks specifically in support of police services and mobile communication terminals.

- 3) Assist with the User Agency's strategic planning for related projects which they may wish to pursue.
- 4) Provide connectivity to the MDC interface with CAD.
- 5) Provide connectivity to the RMS interface.
- 6) Provide connectivity to the CMS interface.
- 7) Provide connectivity to the Mercy Flights interface
- 8) Provide connectivity to the MDS field reporting system.

## **2. Services:**

- a) The User shall have local control over the manner in which its calls-for-service are processed and prioritized for dispatch by SORC.
- b) The User may only designate a particular procedure change as critical where the change is required by court order or other severe mitigating circumstances. SORC shall, to the extent possible, implement immediate procedures which accommodate the change. If any such procedure is incompatible with SORC's operating policies, SORC shall notify the User of the reasons therefore while still implementing the procedure. The procedure will be implemented, to the extent possible, until such time as both parties can mutually resolve their concerns or bring the matter before the appropriate User's Subcommittee for review and recommended action.
- c) If SORC and the User cannot informally resolve any dispute as to dispatch procedures, either party may request that the matter be brought before the SORC Intergovernmental Council for resolution. The Intergovernmental Council's decision shall be deemed final and binding.
- d) SORC shall train its personnel in those User procedures and regulations which may be deemed necessary to provide effective service. SORC will provide orientation to User personnel as may be requested by the User.
- e) Scope
  - 1) Provide PSAP Services on a 24/7 basis.
  - 2) Provide Dispatch Services 24/7, including status keeping and after-hours call-outs.
  - 3) Perform pages and notifications as per User agency procedure, or upon demand.
  - 4) Perform radio broadcasts of administrative messages, attempts to locate and all-points bulletins.
  - 5) Provide access to DMV, NCIC, LEDS and as reasonably feasible, other Jackson County regional information systems as requested.

- 6) Provide for the maintenance and update of the automated Geo-file and Master Street Address Guide.
- 7) Provide Phase II 911 mapping.
- 8) Maintain back-up communications systems.

**3. Duration and Amendment:**

- a. This Contract shall be for a period of 12 months. The Contract term will begin at midnight on July 1, 2009, and end at midnight on June 30, 2010. USER agrees to notify SORC in writing no later than March 1<sup>st</sup> before the end of the previous term that it will not be renewing this Contract for a successor term. Failure of USER to so notify SORC will result in damages to SORC which the parties agree would be difficult to calculate; therefore, in such event, USER agrees to pay SORC, upon a written demand, and within thirty (30) days thereof, a sum equivalent to one (1) month's USER fee, based on the fees charged to USER by SORC during the previous term, as and for liquidated damages.
- b. This Contract shall be subject to amendment only by written approval of both SORC and USER.
- c. All previous contracts with USER for similar services are terminated as of the effective date hereof.

**4. User Boards:**

- a. The law enforcement User board and the Fire/EMS User board meet monthly, or as may be needed to review dispatch procedures and develop common policies which will enhance mutual operations.
- b. The USER agency shall be entitled to one voting representative on the law and/or fire/EMS User boards for the purpose of representing the USER's special interests, service requirements and operational role within the Center.

**5. SORC Administrative Responsibility:**

- a. SORC shall have full authority and responsibility over hiring, training, discipline, scheduling and assignment of personnel assigned to perform and to supervise services provided under this Agreement. SORC shall have full discretion and authority under emergent conditions to prioritize service among conflicting service demands.
- b. SORC may contract to provide services to other agencies at its discretion provided SORC shall undertake no such obligation which has the effect of diminishing or degrading the level of service provided to the current Users.
- c. The SORC Director and Assistant Director in-charge of Operations will communicate with the User agency on a regular basis to ensure continuity of service.

d. Scope

- 1) Ensure appropriate staffing levels.
- 2) Provide scheduled system performance and activity reports.
- 3) Provide quarterly and annual performance reports.
- 4) Complete and maintain professional certifications.
- 5) Maintain State and Medical certifications.
- 6) Review and respond to in-service job performance inquiries.
- 7) Provide User community support.

**6. Performance Standards:**

- a. SORC will use its best efforts to meet or exceed the compliance target performance standards 90% of the time under standard operating conditions acknowledging that exceptional workload or catastrophic incident may result in skewed data.
- b. Compliance target.
  - 1) 911 lines answered = 4 rings.
  - 2) Priority E, processed (receipt to entry) = 35 seconds
  - 3) Priority 1, processed (receipt to entry) = 60 seconds
  - 4) Priority 2, processed (receipt to entry) = 95 seconds
  - 5) Priority 3, processed (receipt to entry) = 120 seconds

**7. Annual Budget Preparation:**

Draft budget figures will be developed by SORC in January of each year. In February, a budget committee made up of selected User agency members will review and recommend modifications to the proposed budget document. SORC will make the recommended modifications and issue a preliminary budget in March. At the June meeting of the Intergovernmental Council the Chairman of the Budget Committee will recommend the budget to the full Council for adoption.

**8. Financial:**

- a. USER shall pay SORC the total sum of **\$178,550.22** in consideration of the services outlined in Paragraph 1 above for the Contract term. This amount shall not increase during the Contract term.
- b. USER agrees to pay the charges as prescribed at a minimum in four (4) equal installments due within five (5) calendar days of the end of each quarter for the duration of the Contract, beginning with the first quarter ending September 30, 2009. Payments shall be made to SORC, 10 South Oakdale, Medford, OR 97501.
- c. If the installments are paid when due, no interest shall accrue on the unpaid balance of the Contract amount stated in a. above, but any overdue installment shall bear interest at one and three-quarters percent (1¾ %) per month from its due date.
- d. Law user rates are based on 70% of the total budget less revenue, and fire user rates are based on 30% of the total budget less revenue. All user rates are then calculated by use of a formula that incorporates the population base served by the user and the assessed valuation of each user's jurisdiction.

- e. State 911 tax revenue reimbursements to SORC shall be maintained in a separate interest bearing fund independent of the SORC general fund.

**9. Property:**

During the term of this Contract, SORC shall ensure the operation of all equipment and property in the CENTER as necessary to provide the services which are to be performed under this Contract, which services shall be in compliance with the operating standards, procedures, and rules adopted by SORC.

**10. Hold Harmless Clause:**

The parties shall hold each other harmless and shall indemnify the other from any and all causes of action, judgments, claims, damages, or otherwise arising out of its sole and solitary acts.

**11. Default:**

Upon default by USER of the payment terms of this Contract, said default existing for thirty (30) days, SORC may terminate further provision of communication services to USER upon ten (10) day written notice to cure given to USER. SORC may also terminate such services for default by USER of any other material term of the Contract upon thirty (30) day written notice to cure given to USER.

**12. Arbitration:**

In the event a dispute arises under the terms of this Contract, the parties shall submit the dispute to binding arbitration in accordance with ORS Chapter 36. Notice of intent to arbitrate shall be given in writing to the other party. Within ten (10) business days of the Notice of Intent to Arbitrate, SORC shall request a list of seven (7) names from the Jackson County Court Annexed Arbitrator List. The parties shall alternately strike one name from the list until only one name from the list remains. The USER shall strike first. The remaining individual shall be the Arbitrator. The striking shall be conducted no longer than ten business days after receipt of the list. The rules applicable to the arbitration shall be the same as if the matter were being heard in a court annexed arbitration proceeding in Jackson County, except to the extent such rules address appeal or other recourse to the Court as the intent of the parties is that such arbitration be final and binding and the parties agree to be so bound by such decision. Each party shall initially bear the cost of arbitration equally, provided, however, that the prevailing party as determined by the arbitrators shall be entitled to an award by the arbitrator of its reasonable attorney fees and costs of the arbitration.

**13. Savings Clause:**

If, during the period of this Contract, it is determined by judicial or arbitration ruling or by mutual agreement of the parties that a specific clause of the Contract is illegal under federal or state law, the remainder of the Contract not affected thereby shall remain in force.

**14. Notices:**

Any notice required or permitted under this Contract shall be given when actually delivered or forty-eight (48) hours after deposited in the United States Mail as certified mail addressed to the address set forth below or to such other address as may be specified from time to time by either of the parties in writing.

SORC:  
SOUTHERN OREGON REGIONAL  
COMMUNICATIONS  
10 South Oakdale Avenue  
Medford, OR 97501

USER:

**15. Signators:**

Signators to the Contract shall be:

- a. For SORC: An authorized representative of SORC.
- b. For USER: An authorized representative of USER.

**IN WITNESS WHEREOF**, the parties hereto execute this Contract.

SORC

USER

\_\_\_\_\_  
Mike Moran, Chairman

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Date

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Martial E. Henault, SORC Legal Counsel

Date \_\_\_\_\_

ORDINANCE PERTAINING  
TO  
ARTS COMMISSION

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**STAFF REPORT**

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**DATE:** JULY 14, 2009  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** MATT SAMITORE, MANAGER

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**SUBJECT:** Request to form an Arts Commission.

**SUMMARY:** Central Point Parks and Recreation Department would like to establish an Arts Commission for the City. The purpose of the Arts Commission is to review public art projects, develop public art projects and serve as a sounding board for arts related items to be presented to City Council for approval.

The Current Arts Committee is an off shoot of the City's Vision 2020. They have been active since that time and are currently working on project for a summer art walk and several other art related projects in the City. Additionally, they were used to review the mural application and to give input into several downtown beautification items.

The formation of a formal Commission will not have any budgetary impact.

**RECOMMENDED MOTION:** Make a motion approving the formation of the Central Point Arts Commission and moving the ordinance to a second reading.

AN ORDINANCE ADDING CHAPTER 2.59 TO THE CENTRAL POINT  
MUNICIPAL CODE PERTAINING TO THE ESTABLISHMENT OF  
AN ARTS COMMISSION

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

**Section 1.** A new Chapter 2.59 is hereby added to Title 2 of the Central Point Municipal Code, to read as follows:

CHAPTER 2.59

ARTS COMMISSION

Sections:

<u>2.59.010</u>	<u>Established</u>
<u>2.59.020</u>	<u>Membership</u>
<u>2.59.030</u>	<u>Purpose</u>
<u>2.59.040</u>	<u>Meetings</u>
<u>2.59.050</u>	<u>Chairperson – Removal of members</u>
<u>2.59.060</u>	<u>Staff Services</u>
<u>2.59.070</u>	<u>Compensation</u>

2.59.010 Established: An Arts Commission is established in order to review public art projects, develop public art projects and serve as a sounding board for arts related items to be presented to City Council for approval.

2.59.020 Membership: A. The Arts Commission shall consist of seven members who shall be selected through an open public process and formally appointed by the Mayor with approval of the City Council.

B. Members must maintain their city residence during the course of their terms to continue to hold office.

C. Members will be appointed for terms of three years. Three of the initial members shall be appointed for two year terms to assure that all appointments do not expire at the same time. Terms will expire December 31<sup>st</sup> of each year.

D. The Mayor shall appoint one member of the City Council to attend the Arts Commission and act as liaison to the city council.

2.59.030 Purpose: A. The purpose of the Arts Commission is to review public art projects, develop public art projects and serve as a sounding board for arts related items to be presented to City Council for approval.

B. The Arts Commission shall be advisory to the City Council on all matters affecting proposed public art projects as well as implementing and starting new public art projects in the City of Central Point.

2.59.040 Meetings: A. Commission members shall adopt rules of procedure and review them every two years. If changes are made they will be presented to the City Council for adoption by Council Resolution.

B. Regular meetings shall be held quarterly in February, May, August and November. Meetings may be added or cancelled by the Commission Chair or staff liaison.

C. All meetings shall be open to the public and advertised as required by law.

2.59.050 Chairperson – Removal of members: A. The chairperson shall be appointed by the Mayor at large for a term of one year starting the first meeting of each year. The Chairperson shall be a voting member. The Commission Chair will have the responsibility of reporting to the City Council on an annual basis. A Vice Chair will be chosen by the Commission at the first meeting of each year.

B. Any member of the Arts Commission may be removed by the Mayor, with the approval of the Council for misconduct or nonperformance of duty. A member who is absent from three consecutive meetings without an approved absence from the chairperson is presumed to be in nonperformance of duty and may be replaced by the Mayor and Council.

2.59.060 Staff services: The Parks and Recreation Manager shall provide such staff and consultation services to the Arts Commission as shall be appropriate. A record shall be kept of commissions proceedings. The official minutes of the commission shall be maintained in the City Recorders office.

2.59.070 Compensation: Arts Commission members shall receive no compensation other than expenses as authorized by the City Administrator or Mayor and Council.

**Section 2.** The Arts Commission will present the rules of procedure to the City Council within six months of establishment for adoption by resolution. Two years from the date of adoption, the City Council shall review the performance of the Arts Commission.

Passed by the City Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2009

\_\_\_\_\_  
Mayor Hank Williams

**RESOLUTION  
DECLARING ZONING  
FOR ANNEXED PROPERTY ON  
WEST VILAS  
AND  
TABLE ROCK ROAD**



STAFF REPORT

July 23, 2009

AGENDA ITEM: FILE NO: 09015

The assignment of City of Central Point zoning districts for approximately 9.37 acres of recently annexed land as provided by Section 17.12.060. This is a change of zoning from Jackson County zoning districts to City of Central Point zoning districts for property specifically located at 138, 141, 168 West Vilas Road and 5195 Table Rock Road, Central Point, Oregon, identified on the Jackson County Assessor's map as 36 2W 36CD Tax Lots 300, 400, 500, 1000 and 2400; 37S 2W 01BA, Tax Lot 600.

Owners/Applicants: Rogue Valley Sewer Services, Jackson County Fire District 3, Donald Veach and Kari Hatten.

STAFF SOURCE:

Connie Clune, Community Planner

BACKGROUND:

The approximate 9.37 acres along West Vilas Road and Table Rock Road was annexed in to the City of Central Point in January 2009 by City Council Resolution 1197. In preparation for this annexation, and any annexation application going before the City Council, public notice is posted and notice is mailed to the applicant, adjacent land owners and agencies. Based on past practice, the language contained within the public notice described only the annexation process and not the concurrent assignment of a City zoning designation.

The Oregon Department of Transportation (ODOT) was sent notice of the application for annexation of the project area. In response, ODOT requested that the formal process of zoning district assignments be continued to allow for public notice of this part of the Council action. As a result of ODOT's response, notice for this action and all future public notices for annexation will also contain notice of the concurrent zone assignment to the City applied land use district as specified by CPMC Section 17.12.060.

Zoning of annexed area: Section 17.12.060 provides the process by which the City will zone newly annexed lands. The Comprehensive Plan Land Use designation, City zoning map district, current Jackson County zoning, and current use for each of the tax lots is described below:

Ownership	Tax Lot	City Land Use Designation	TO City Zoning	FROM Jackson County Zoning	Current Use
Fire District 3	362W36CD 300	M-1	M-1	Light Ind	vacant
Fire District 3	362W36CD 400	M-1	M-1	Light Ind	vacant
RVSS	362W36CD 500	R-1-6	R-1-6	RR 2.5	vacant
RVSS	362W36CD 1000	Civic	Civic	RR 2.5	Office/Civic
Veach	362W36CD 2400	R-1-6	R-1-6	RR 2.5	SFR
Hatten	372W01BA 600	R-2	R-2	Light Ind	SFR

As such, the appropriate zoning district is applied to the area upon annexation in conformance with CPMC Section 17.12.060.

Transportation issues and review of the Transportation Planning Rule were the primary concerns expressed by ODOT. The transportation modeling used in the acknowledged City of Central Point Transportation System Plans (TSP) was based on the Comprehensive Plan land use classifications, zoning districts (Land Use Map), and development standards (see Findings, Attachment B). Therefore, the zoning district assignments for these tax lots conform to the TSP and the Transportation Rule with no identified issues.

**ATTACHMENTS:**

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Attachment "A"- Zoning District Assignments Map

Attachment "B" - Findings

Attachment "C"- Resolution No. \_\_\_\_

**ACTIONS:**

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Consider the zoning district assignments for 9.37 acres, located along W. Vilas Road and Table Rock Road, Central Point, Oregon.

**RECOMMENDATION:**

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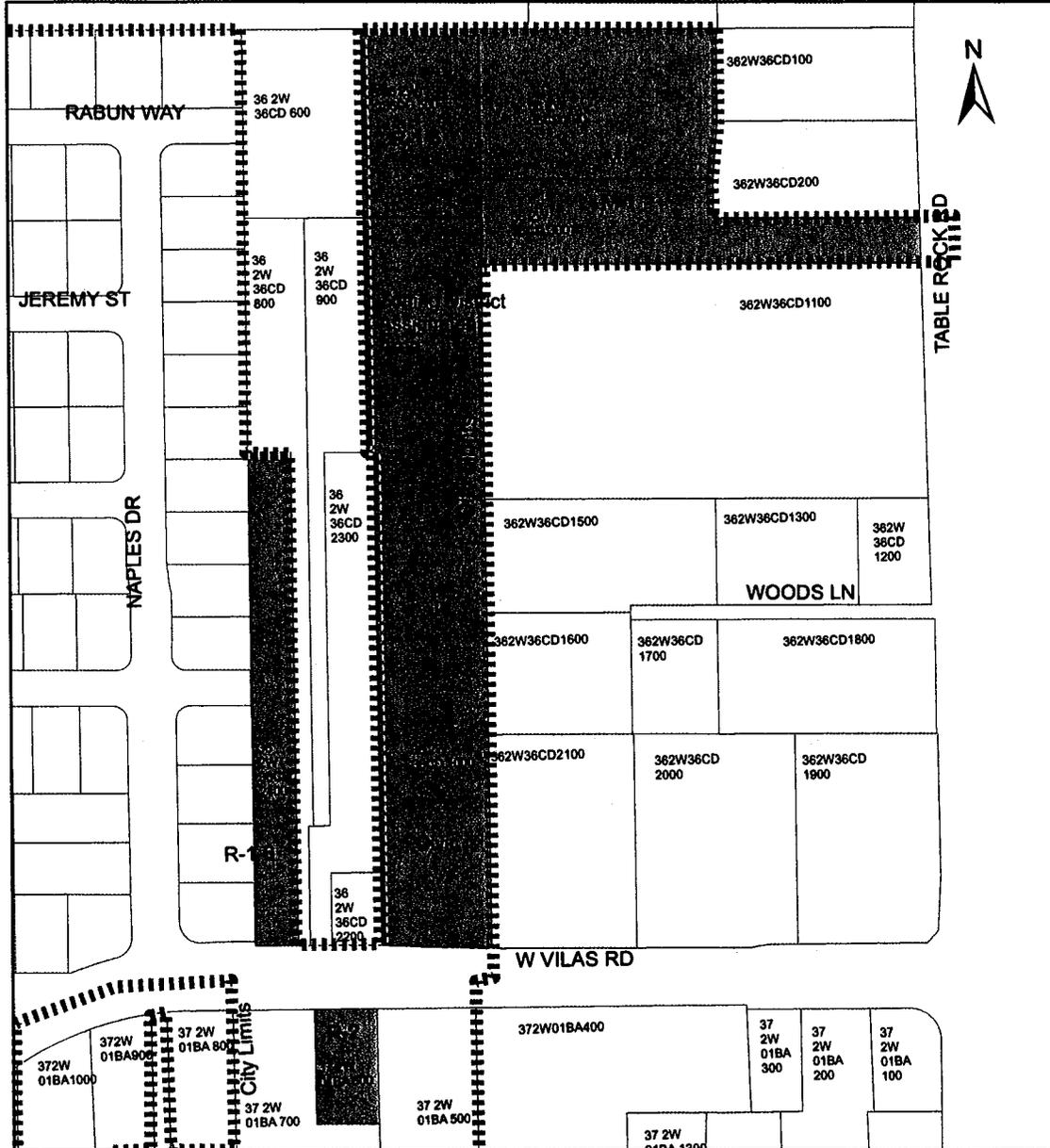
Approve Resolution \_\_\_\_.



### Zoning District Assignments City of Central Point

36 2W 36CD TL: 300, 400, 500, 1000, 2400  
37 2w 01BA TL: 600

Rogue Valley Sewer Service: 138 West Vilas Road  
Donald Veach: 168 West Vilas Road  
Jackson County Fire District 3: 5195 Table Rock Road  
Kari Hatten: 141 West Vilas Road



**Zoning District Assignment**

-  Other Tax Lot
-  Zoning Assignment Area
-  City Limits

**FINDINGS OF FACT  
AND  
CONCLUSIONS OF LAW  
File No: 09015**

**INTRODUCTION**

These findings have been prepared in accordance with Section 17.12.060 addressing the determination of the appropriate zoning district(s) into which the associated tax lots of the recently annexed 9.37 acres area are assigned.

**17.12.060 Zoning of annexed area.**

*All future annexations are expected to include only lands within the city's urban growth boundary (UGB). The comprehensive plan of Central Point includes a plan for future land uses within the UGB area. The zoning map described in Section 17.12.030 is consistent with the comprehensive plan and will determine the district into which a newly annexed area is placed. The appropriate zoning district shall be applied to the area upon annexation.*

**Finding:** The Comprehensive Plan of Central Point designates land uses within the City and Urban Growth Boundary (UGB). The boundaries for each zoning district are the boundaries indicated by the city zoning map. The zoning map (Land Use Map) is consistent with the comprehensive plan and will determine the district into which this newly annexed area is placed.

**Finding:** The annexed 9.37 acres is within the Urban Growth Boundary of Central Point in compliance with the City-County Urban Growth Boundary and Policy Agreement of September 1984 and amended in 1998.

**Finding:** The Urbanization Element, Section III of the Comprehensive Plan, provides for the orderly transition from rural to urban land use by establishing the Urban Growth Boundary of Central Point in response to Statewide Planning Goal #14.

**Finding:** The Land Use Element, Section XII of the Comprehensive Plan, address as the physical use of all lands within the City and the Urban Growth Boundary (UGB). The Land Use Element provides a description of the land uses within the UGB by major type of use. The actual "Land Use Plan" consists of both a map and the text of the Land Use Element.

**Conclusion:** The appropriate zoning district as indicated on the City of Central Point Land Use Map shall be assigned to the project area, therefore is consistent with CPMC Section 17.12.060.

**Goal 12 - Transportation**

**Finding:** The acknowledged City of Central Point Transportation System Plans (TSP) facilitates implementation of Goal 12 and the associated Transportation Planning Rules (OAR 660-12).

Section 3.2 of the TSP states that the transportation modeling used in the preparation and maintenance of the TSP relies on the land use classifications defined in the Land Use Element. Collectively, this system of land use classifications, zoning districts (Land Use Map), and development standards establish the limits and tools for the development of an efficient and timely transportation system.

**Conclusion:** The zoning district assignments for the tax lots within the project area conform to the TSP with no identified issues.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION DECLARING THE ZONING DISTRICT ASSIGNMENT OF 9.37 ACRES OF LAND LOCATED ON WEST VILAS ROAD AND TABLE ROCK ROAD, IDENTIFIED ON THE JACKSON COUNTY ASSESSOR'S MAP AS 36 2W 36 CD, TAX LOTS 300, 400, 500, 1000, 2400, 37 2W 01 BA, TAX LOT 600, CITY OF CENTRAL POINT, OREGON**

**Owners: Rogue Valley Sewer Services, Jackson County Fire District 3,  
Donald and Carolyn Veach and Kari and Joseph Hatten  
File No. 09015**

**WHEREAS**, pursuant to the requirements set forth in CPMC Sections 17.12.060, on July 23, 2009, the City of Central City Point City Council conducted a duly-noticed public hearing on the change from Jackson County zoning districts to City of Central Point zoning districts at which time it reviewed the City staff report and findings dated July 23, 2009 and heard testimony and comments on the application; and

**WHEREAS**, the zoning map (Land Use Map) is consistent with the comprehensive plan; and

**WHEREAS**, the property consists of six (6) tax lots and road right-of-way totaling approximately 9.37 acres; and

**WHEREAS**, the Comprehensive Plan Land Use designation, City zoning, and Jackson County zoning for each of the tax lots is described in Table 1:

**Table 1**

<b>Ownership</b>	<b>Tax Lot</b>	<b>City Land Use Designation</b>	<b>TO City Zoning</b>	<b>FROM Current Jackson County Zoning</b>	<b>Current Use</b>
Fire District 3	362W36CD 300	M-1	M-1	Light Ind	vacant
Fire District 3	362W36CD 400	M-1	M-1	Light Ind	vacant
RVSS	362W36CD 500	R-1-6	R-1-6	RR 2.5	vacant
RVSS	362W36CD 1000	Civic	Civic	RR 2.5	Office/Civic
Veach	362W36CD 2400	R-1-6	R-1-6	RR 2.5	SFR
Hatten	372W01BA 600	R-2	R-2	Light Ind	SFR

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Central Point, Oregon, that the properties as set forth in Exhibit "A", which is attached hereto by reference and incorporated herein, shall be and hereby are assigned the appropriate City of Central Point zoning districts.

**PASSED** by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Mayor Hank Williams

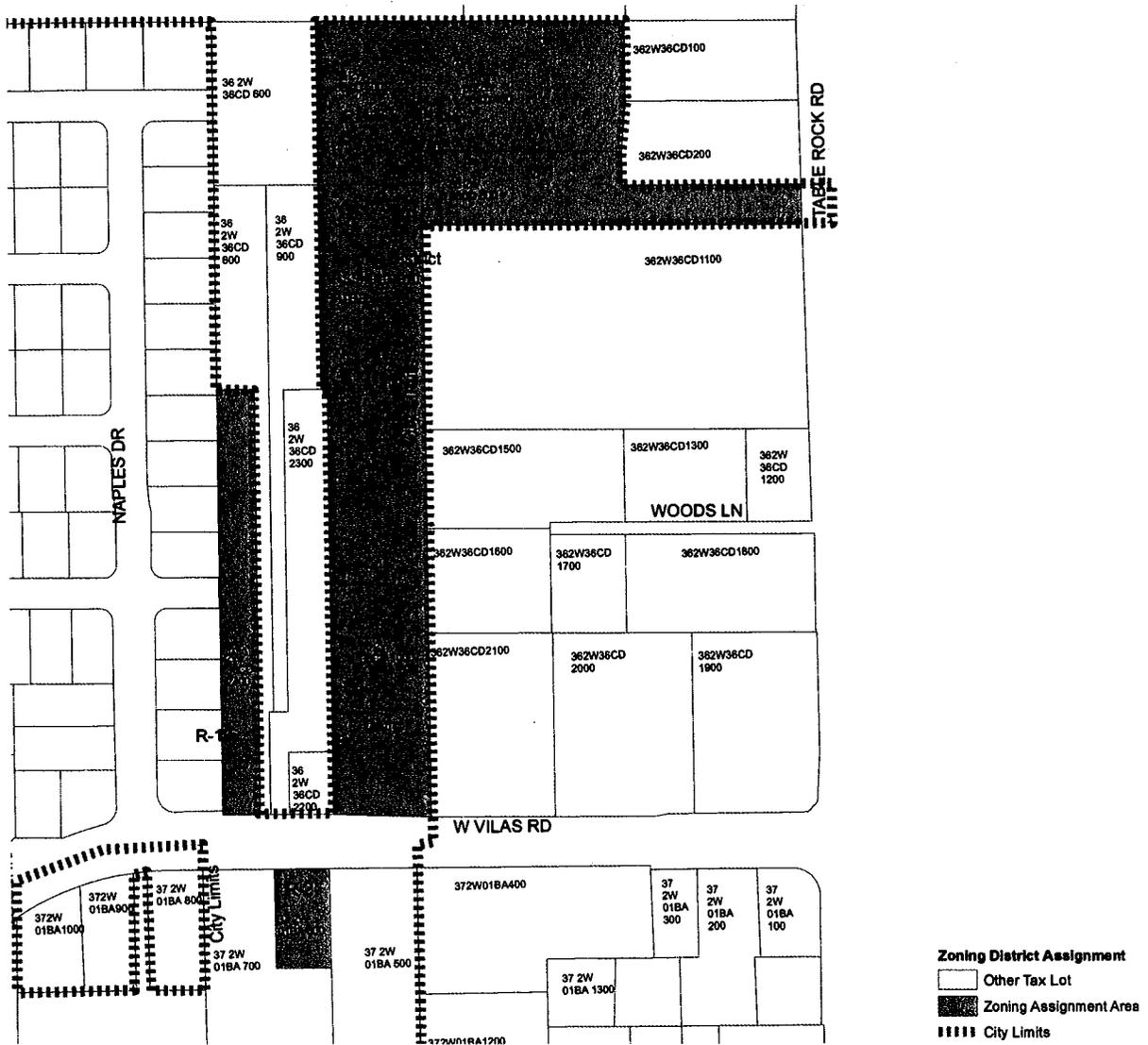
ATTEST:

\_\_\_\_\_  
City Representative

APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Mayor Hank Williams

Exhibit A



Zoning District Assignments

Ownership	Tax Lot	City Land Use Designation	TO City Zoning	FROM Current Jackson County Zoning	Current Use
Fire District 3	362W36CD 300	M-1	M-1	Light Ind	vacant
Fire District 3	362W36CD 400	M-1	M-1	Light Ind	vacant
RVSS	362W36CD 500	R-1-6	R-1-6	RR 2.5	vacant
RVSS	362W36CD 1000	Civic	Civic	RR 2.5	Office/Civic
Veach	362W36CD 2400	R-1-6	R-1-6	RR 2.5	SFR
Hatten	372W01BA 600	R-2	R-2	Light Ind	SFR

**RESOLUTION  
DECLARING ZONING  
FOR ANNEXED PROPERTY ON  
EAST PINE STREET**



**STAFF REPORT**

July 23, 2009

**AGENDA ITEM: FILE NO: 09016**

The assignment of City of Central Point zoning district for approximately 0.877 acres of recently annexed land. This is a change from Jackson County Rural Residential 2.5 zoning district to City of Central Point C-4 Tourist and Office Professional zoning district for property specifically located at 1860 E. Pine Street, Central Point, Oregon, identified on the Jackson County Assessor's map as 37 2W 01C Tax Lot 3000. **Owner: Alderwood LLC; Agent: Dennis Hoffbuhr, Hoffbuhr & Associates, Inc.**

**STAFF SOURCE:**

Connie Clune, Community Planner

**BACKGROUND:**

The approximately 0.877 acres along E. Pine Street was annexed in to the City of Central Point in January 2009 by City Council Resolution 1198. In preparation for this annexation, and any annexation application going before the City Council, public notice is posted and notice is mailed to the applicant, adjacent land owners and agencies. Based on past practice the language contained within the public notice described only the annexation process and not the concurrent assignment of a City zoning designation.

The Oregon Department of Transportation (ODOT) was sent notice of the application for annexation of the project area. In response, ODOT requested that the formal process of zoning district assignment be continued to allow for public notice of this part of the Council action. As a result of ODOT's response, notice for this action and all future public notices for annexation will also contain notice of the concurrent zone assignment to the City applied land use district as specified by CPMC Section 17.12.060.

**Zoning of annexed area:** Section 17.12.060 provides the process by which the City will zone newly annexed lands. The Comprehensive Plan and the zoning map designate the project site as C-4 Tourist and Office Professional. As such, the appropriate zoning district is applied to the area upon annexation in conformance with CPMC Section 17.12.060.

Transportation issues and review of the Transportation Planning Rule were the primary concerns expressed by ODOT. The transportation modeling used in the acknowledged City of Central Point Transportation System Plans (TSP) was based on the Comprehensive Plan land use classifications, zoning districts (Land Use Map), and development standards (see Findings, Attachment B). Therefore, the zoning district assignments for these tax lots conform to the TSP and the Transportation Rule with no identified issues.

**ATTACHMENTS:**

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Attachment "A"- Zoning District Assignment Map

Attachment "B" - Findings

Attachment "C"- Resolution No. \_\_\_\_

**ACTIONS:**

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Consider the zoning district assignment for 0.877 acres, located along East Pine Street, Central Point, Oregon.

**RECOMMENDATION:**

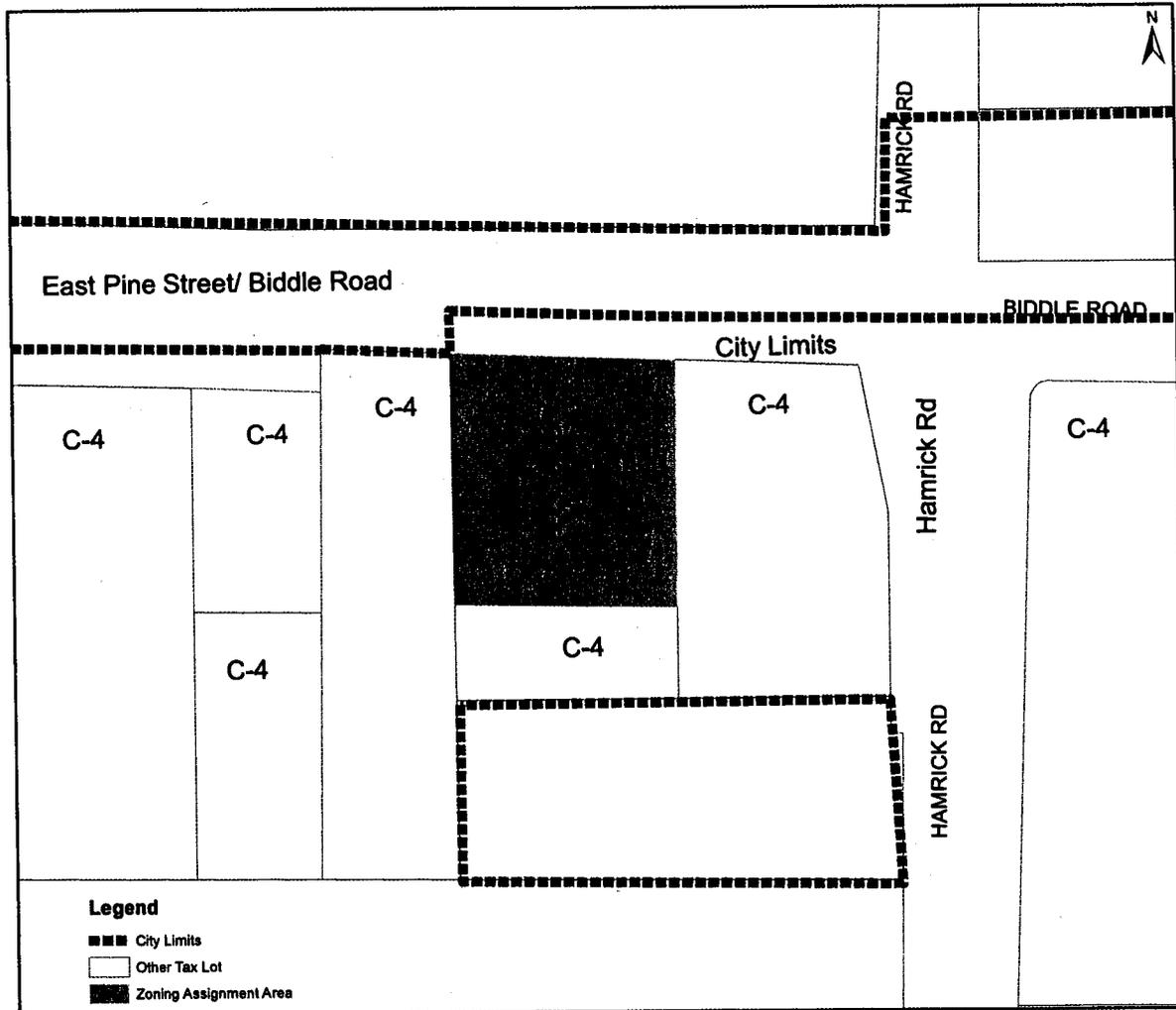
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Approve Resolution \_\_\_\_.



### City of Central Point Zoning District Assignment

Alderwood LLC  
1860 E. Pine / Biddle Road  
37 2W 01C TL:3000



**FINDINGS OF FACT  
AND  
CONCLUSIONS OF LAW  
File No: 09016**

**INTRODUCTION**

These findings have been prepared in accordance with Section 17.12.060 addressing the determination of the appropriate zoning district(s) into which the associated tax lots of the recently annexed 0.877 acres area are assigned.

**17.12.060 Zoning of annexed area.**

*All future annexations are expected to include only lands within the city's urban growth boundary (UGB). The comprehensive plan of Central Point includes a plan for future land uses within the UGB area. The zoning map described in Section 17.12.030 is consistent with the comprehensive plan and will determine the district into which a newly annexed area is placed. The appropriate zoning district shall be applied to the area upon annexation.*

**Finding:** The Comprehensive Plan of Central Point designates land uses within the City and Urban Growth Boundary (UGB). The boundaries for each zoning district are the boundaries indicated by the city zoning map. The zoning map (Land Use Map) is consistent with the comprehensive plan and will determine the district into which this newly annexed area is placed.

**Finding:** The annexed 0.877 acres is within the Urban Growth Boundary of Central Point in compliance with the City-County Urban Growth Boundary and Policy Agreement of September 1984 and amended in 1998.

**Finding:** The Urbanization Element, Section III of the Comprehensive Plan, provides for the orderly transition from rural to urban land use by establishing the Urban Growth Boundary of Central Point in response to Statewide Planning Goal #14.

**Finding:** The Land Use Element, Section XII of the Comprehensive Plan, address as the physical use of all lands within the City and the Urban Growth Boundary (UGB). The Land Use Element provides a description of the land uses within the UGB by major type of use. The actual "Land Use Plan" consists of both a map and the text of the Land Use Element.

**Conclusion:** The appropriate zoning district as indicated on the City of Central Point Land Use Map shall be assigned to the project area, therefore is consistent with CPMC Section 17.12.060.

**Goal 12 - Transportation**

**Finding:** The acknowledged City of Central Point Transportation System Plans (TSP) facilitates implementation of Goal 12 and the associated Transportation Planning Rules (OAR 660-12). Section 3.2 of the TSP states that the transportation modeling used in the

preparation and maintenance of the TSP relies on the land use classifications defined in the Land Use Element. Collectively, this system of land use classifications, zoning districts (Land Use Map), and development standards establish the limits and tools for the development of an efficient and timely transportation system.

**Finding:** Section 3.3 of the TSP states that the Transportation Area Zones (TAZ) along with the land use designation make it possible to determine the future impact of development on the City's transportation system. The subject parcel is located within TAZ 218 with an employment base of 119 jobs as verified by Dan Moore, Planning Coordinator, Rogue Valley Council of Governments utilizing data prepared by Rogue Valley Metropolitan Planning Organization (RVMPO).

**Conclusion:** The zoning district assignments for the tax lots within the project area conform to the TSP with no identified issues.

**Attachment C**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION DECLARING THE ZONING DISTRICT ASSIGNMENT OF  
0.877 ACRE OF LAND LOCATED SOUTH OF EAST PINE STREET,  
IDENTIFIED ON JACKSON COUNTY ASSESSOR'S MAP AS 37 2W 01C, TAX  
LOT 3000, CITY OF CENTRAL POINT, OREGON**

**Owner: Alderwood LLC; Agent: Dennis Hoffbuhr, Hoffbuhr & Associates, Inc.  
File No. 09016**

**WHEREAS**, pursuant to the requirements set forth in CPMC Sections 17.12.060, on July 23, 2009, the City of Central City Point City Council conducted a duly-noticed public hearing on the change from Jackson County Rural Residential 2.5 zoning district to City of Central Point C-4 Tourist and Office Professional zoning district, at which time it reviewed the City staff report and findings dated July 23, 2009 and heard testimony and comments on the application; and

**WHEREAS**, the zoning map (Land Use Map) is consistent with the comprehensive plan; and

**WHEREAS**, the property consists of one (1) tax lot and East Pine Street right-of-way totaling approximately 0.877 acre, and is more particularly described as follows:

Commencing at the Southeast corner of Donation Land Claim No. 55 in Township 37 South, Range 2 West of the Willamette Meridian, Jackson County, Oregon; thence South 89°52'30" West, along the Southerly line of said Claim, 194.33 feet; thence, leaving said Southerly line, South 00°07'30" East 30.00 feet to the centerline of East Pine Street for the POINT OF BEGINNING; thence, continue South 00°07'30" East 50.00 feet to the Northeast corner of that tract described in Document No. 03-09884, Official Records of said Jackson County; thence, along the Easterly line of said tract, South 00°07'30" East 180.00 feet to the Southeast corner thereof; thence, along the Southerly line of said tract, South 89°52'30" West 166.00 to the Southwest corner thereof; thence, along the Westerly line of said tract, North 00°07'30" West 180.00 to the Northwest corner thereof; thence, continue North 00°07'30" West 50.00 to the aforesaid centerline of East Pine Street; thence North 89°52'30" East 166.00 to the Point of Beginning. (Containing 0.877 acre)

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Central Point, Oregon, that the property as set forth in Exhibit "A", which is attached hereto by reference and incorporated herein, shall be and hereby are assigned the appropriate City of Central Point zoning district.

**PASSED** by the Council and signed by me in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Representative

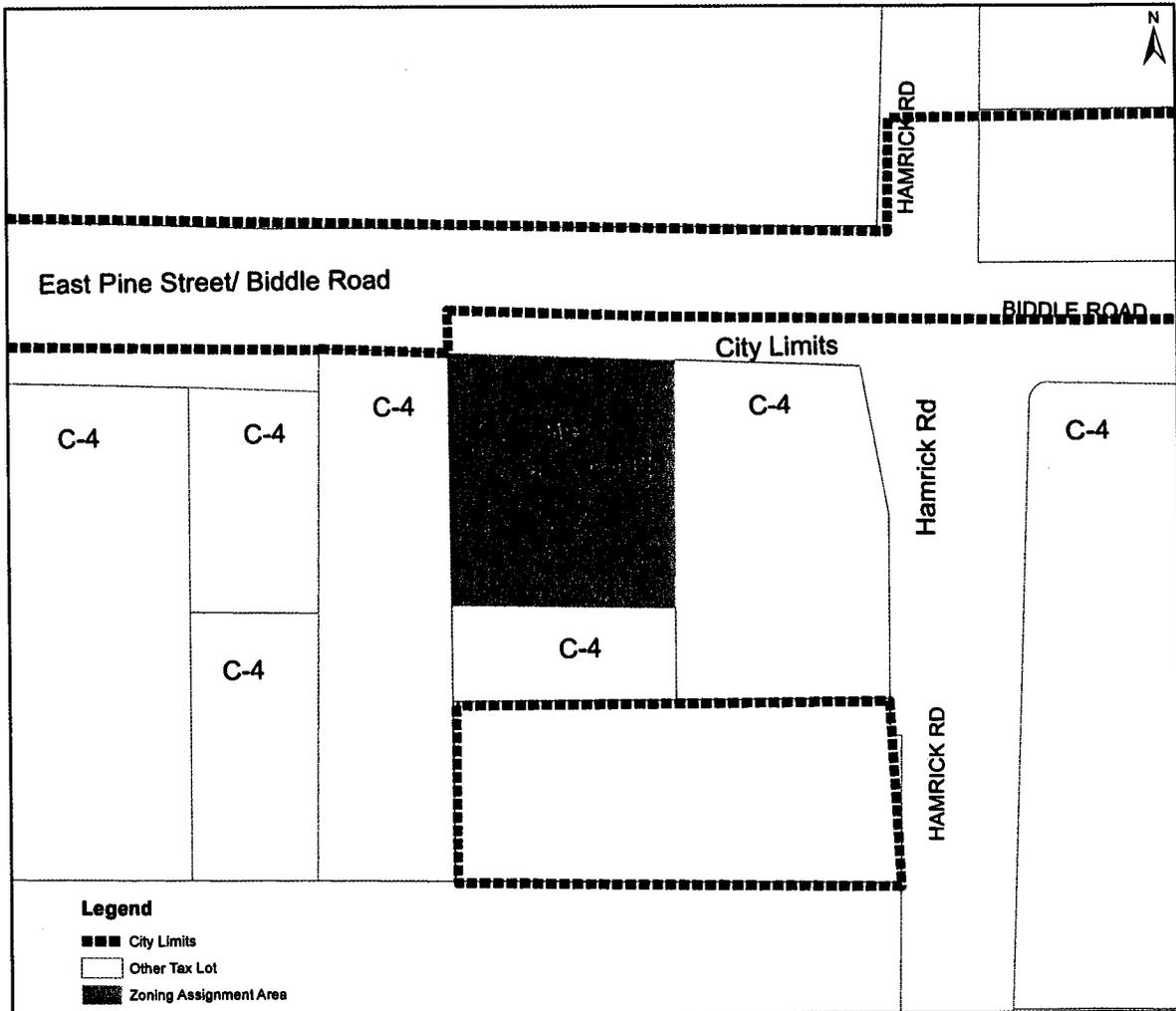
APPROVED by me this \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Mayor Hank Williams



### City of Central Point Zoning District Assignment

Alderwood LLC  
1860 E. Pine / Biddle Road  
37 2W 01C TL:3000



**PLANNING COMMISSION  
REPORT  
FOR  
JULY 7, 2009**

**Staff Report**

**PLANNING DEPARTMENT MEMORANDUM**

Date: February 5, 2009  
To: Honorable Mayor & Central Point City Council  
From: Matt Samitore, Interim Community Development Director  
Subject: Planning Commission Report

- A. **File No. 09027.** A public hearing to consider a Site Plan application for the purpose of a two phase project within a C-5, Thoroughfare Commercial and Transit Oriented Development (TOD) Corridor General Commercial zoning district. Phase I is the construction of a 4,275 sq. ft. pharmacy; Phase II is a 7,127 sq. ft. commercial building. The project site is located at 880 Front Street and is identified on the Jackson County Assessor's map as 37S 2W 11CB, Tax Lots 600 and 700.

City staff prepared findings for the Planning Commission for the construction of a pharmacy adjacent to the new Providence Medical Clinic on Front Street. The Pharmacy is owned by the same owners of Cascade Pharmacy in White City. The first phase will be the pharmacy and second building will be constructed at some point in the future attached to the southern wall of the pharmacy. The Planning Commission unanimously approved the site plan review.

- B. **File No. 09028.** A public hearing to consider an application for a Conditional Use Permit (CUP). The purpose for this CUP application is to occupy and operate a pizza parlor within The Crossing at Center Point which is located within the Transit Oriented District – High Mix Residential/Commercial zoning district. The physical address is 312 Oak Street, Suite 102, and is identified on the Jackson County Assessor's map as 37S 2W 11BB, Tax Lots 500, 600, and 700

City staff prepared findings for the Planning Commission for a Conditional Use Permit (CUP) for a Bobbio's Pizza. The main issue associated with the application was the lack of parking spaces within the building complex. The pizza parlor is categorized in the entertainment category, requiring an additional two spaces for the complex. The applicant agreed to a shared parking agreement to use the City Parking Lot on Oak Street and contribute money equivalent to two paved stalls.

There was opposition to the application from the Grace Christian Church and Noah's Ark Daycare facility who cited additional traffic, noise and parking issues. The Planning Commission unanimously approved the conditional use permit.

**C. File No. 09025(3). Urbanization Element**

Staff presented information on updating the Urbanization Element of the Comprehensive Plan to the Planning Commission. The information was on the amount of acreage the City needs to have in the future as part of our next UGB expansion. There was analysis completed comparing the amount of acreage from 1982 to current date and what has been consumed and what may be needed in the future. This element will be forwarded to City Council for review once formally approved by the Planning Commission.

**D. File No. 09025(1). Economic Element**

Staff presented information on the trending at the local, state and national level, specifically comparing our local job force to the state and national trends. The information provided showed a substantial growth in the services industry while a corresponding loss in the manufacturing industry. More discussion at the Planning Commission level will occur prior to be forwarded to the City Council.

**E. File No. 09025(2). Housing Element**

The Housing was continued to the next Planning Commission.