



CITY OF CENTRAL POINT

Oregon

City Council Meeting Agenda Thursday, September 17, 2020

This meeting was rescheduled from September 10, 2020.

This agenda was amended adding item IX (F).

Next Res(1637) Ord (2069)

- I. **REGULAR MEETING CALLED TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **SPECIAL PRESENTATIONS**
- V. **PUBLIC COMMENTS**

Public comment is for non-agenda items. If you are here to make comments on a specific agenda item, you must speak at that time. Please limit your remarks to 3 minutes per individual, 5 minutes per group, with a maximum of 20 minutes per meeting being allotted for public comments. The council may ask questions but may take no action during the public comment section of the meeting, except to direct staff to prepare a report or place an item on a future agenda. Complaints against specific City employees should be resolved through the City's Personnel Complaint procedure. The right to address the Council does not exempt the speaker from any potential liability for defamation.

- VI. **CONSENT AGENDA**
 - A. **Approval of August 13, 2020 City Council Minutes**
 - B. Parks Commission Report August 2020

- VII. **ITEMS REMOVED FROM CONSENT AGENDA**

- VIII. **PUBLIC HEARING**

Public comments will be allowed on items under this part of the agenda following a brief staff report presenting the item and action requested. The presiding officer may limit testimony.

- IX. **ORDINANCES, AND RESOLUTIONS**

- A. Resolution No. _____, A Resolution Approving the Intergovernmental License Agreement for Ballot Box Placement and Authorizing the City Manager to Execute Same (Dreyer)
- B. Resolution No. _____, A Resolution Declaring the Intention of the City of Central Point to Consider Transfer of Ownership of the Central Point Cemetery to City of Central Point and Authorizing City Manager to Take Such Action as Necessary to Initiate Such Transfer (Dreyer)
- C. Resolution No. _____, A Resolution of the Central Point City Council Adopting the City of Central Point 2040 Strategic Plan (Clayton)

Mayor
Hank Williams

Ward I
Neil Olsen

Ward II
Kelley Johnson

Ward III
Melody Thueson

Ward IV
Tanea Browning

At Large
Rob Hernandez

At Large
Michael Parsons

- D. Resolution No. _____, A Resolution to provide Economic Support to the Central Point Community During the COVID-19 State of Emergency, Establishing the CARES Act Community Support Grant Program (Weber)
- E. Resolution No. _____, A Resolution Authorizing Staff to Seek Debt Financing that will Finance the Construction of the New Parks and Public Works Operations Facility (Weber)
- F. Resolution No. _____, A Resolution Declaring an Emergency in the City of Central Point and Adopting Measures to Prevent, Minimize, Respond to or Recover from the Wildfire Emergency (Dreyer)

X. BUSINESS

- A. Planning Commission Appointment (Casey)

XI. MAYOR'S REPORT

XII. CITY MANAGER'S REPORT

XIII. COUNCIL REPORTS

XIV. DEPARTMENT REPORTS

XV. EXECUTIVE SESSION

The City Council will 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.

XVI. 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 to 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

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, August 13, 2020

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Hank Williams

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Melody Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Jacquelyn Bunick; Finance Director Steve Weber; Police Chief Kris Allison; Police Captain Dave Croft; Detective Josh Abbott; Parks and Public Works Director Matt Samitore; Community Development Director Tom Humphrey; and City Recorder Deanna Casey.

IV. PUBLIC COMMENTS - None

V. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Hernandez, At Large
SECONDER:	Michael Parsons, At Large
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

A. Approval of July 9, 2020 City Council Minutes

B. Transfer of Ownership of Glock Model 19 for Retired Officer

VI. ITEMS REMOVED FROM CONSENT AGENDA - None

VII. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____, A Resolution of the City of Central Point Approving a 2019-21 Supplemental Budget for the Receipt and Expenditure of Grant Funds

Finance Director Steven Weber explained that the City applied for and was awarded an emergency small business assistance grant through Business Oregon to help local businesses that have been affected by the COVID-19 pandemic. The Central

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Point Community Development Commission approved a \$50,000 grant to the City as the matching funds for the grant program.

Kelley Johnson moved to approve Resolution No. 1635, A Resolution of the City of Central Point Approving a 2019-21 Supplemental Budget for the Receipt and Expenditure of Grant Funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelley Johnson, Ward II
SECONDER:	Melody Thueson, Ward III
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

B. Ordinance No. _____, An Ordinance Amending the Central Point Municipal Code Sections 5.04.050 and 5.04.090 Regarding Business License Term

Mr. Weber explained that this is the second reading of an ordinance to amend the renewal dates for the Central Point Business License. During the COVID-19 pandemic council extended the validity of current business licenses from June 30, 2020 to September 30, 2020. The proposed amendment will change the validity dates from July 1st - June 30th each year to October 1st - September 30th. By approving the ordinance it will alleviate the burden of paying the fees in the middle of the year for businesses and allow city staff to concentrate on end of year financials without the addition of business license renewals.

There was discussion regarding what the businesses would like to see. Mr. Weber stated that we have not received any negative responses, and some businesses have already paid their renewals.

Kelley Johnson moved to approve Ordinance 2068, An Ordinance Amending the Central Point Municipal Code Sections 5.04.050 and 5.04.090 Regarding Business License Term.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelley Johnson, Ward II
SECONDER:	Taneea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

C. Resolution No. _____, Authorizing a Contribution of \$8,600 to the Jackson County Continuum of Care to Support Their Community-Wide Effort to End Homelessness

Mr. Weber explained the contribution of \$8,600 is for the Jackson County Continuum of Care program which started in 2016. Staff is asking for approval to contribute to the program using CARES Act funds. This program helps the homeless population county wide. Jackson County is working with municipalities and non-profit agencies together to seek an end to homelessness in Jackson County through collaborative efforts and resources.

The City of Central Point supported the Jackson County Continuum of Care program in the past with a contribution of \$8,600. Support for this program would be an

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eligible cost to be reimbursed through the State’s Coronavirus Relief Funding as part of the Federal CARES Act.

Taneea Browning moved to approve Resolution No. 1636, authorizing a Contribution of \$8,600 to the Jackson County Continuum of Care to Support Their Community-Wide Effort to End Homelessness.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taneea Browning, Ward IV
SECONDER:	Melody Thueson, Ward III
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

VIII. BUSINESS

A. Acceptance of June 30, 2020 Financial Statements

Mr. Weber explained that in recent years Council has accepted the financial statements as part of the Consent Agenda, however we wanted to give an update on the financials in regards to the COVID 19 impact. He presented slides explaining different funds and how they have been effected by reduction in Gas/Tax and Hotel/Motel Taxes. We have several construction projects going on in the city and the Community Development Funds are withstanding the pandemic.

City Manager Chris Clayton stated that Department Heads have been asked to reduce their spending for the rest of the budget year by 10%. The gas tax is isolated to the street fund and does not affect the General Fund. The state does not think that the gas taxes will be back to previous levels in the near future. The State may look at increasing the gas tax if levels don’t increase soon. He feels that the city is in good shape right now, and that revenues will increase and level out.

Taneea Browning made a motion to accept the June 30, 2020 Financial Statement.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taneea Browning, Ward IV
SECONDER:	Melody Thueson, Ward III
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

B. Planning Commission Report

Community Development Director Tom Humphrey provided the Planning Commission Report for August 4, 2020.

- The Commission held a public hearing to consider a Conditional Use Permit application to allow Rogue Valley Pet to operate a commercial retail use at 400 Federal Way. The 0.72 acre site is within the M-1 Industrial zoning district. The applicant requested this item be continued to enable him to produce additional evidence and findings to support his request for a

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Conditional Use in this zoning district. This item was continued to provide the applicant time to provide additional evidence.

- The Commission held a public hearing to consider a Site Plan and Architectural Review application for a warehouse and retail store for Rogue Valley Pet. This item is linked to the Conditional Use Permit and was continued to the next meeting.
- The Commission held a public hearing to consider a Site Plan and Architectural Review application to construct a mixed use development in Twin Creeks. The Commission approved the proposal and imposed conditions to address the VRBO use, On-site lighting and the requests of the Fire District.

RESULT: FOR DISCUSSION ONLY

C. Discussion regarding update to Official Compensation Policy

City Manager Chris Clayton stated that the city currently provides a benefit to City employees through our Personnel Policies for one free park gazebo rental per year and a 40% discount on all recreation classes/programs. This benefit applies to the city employee and their immediate family members. The 40% discount covers the cost of providing any recreation class.

Staff has discussed making this benefit available to the Council, Planning Commission, Citizens Advisory Committee, and the Parks Commission and Foundation as part of an official compensation policy. If Council is in favor of implementing this policy we will contact the Oregon Government Ethics Commission to make sure there would not be a conflict of interest for the Council to vote on a benefit which would include themselves.

Council was in favor of allowing the benefit to other Committee members, they were not in favor of having it available to the Mayor and Council. It was suggested that the city look into the option of providing childcare for members who are attending city meetings.

RESULT: FOR DISCUSSION ONLY

IX. MAYOR'S REPORT

Mayor Williams reported that:

- He attended a Fair Board meeting. They are looking for property available around the expo for purchase.
- He attended Detective Mike Wojacks retirement celebration last week.
- He attended the Oregon Mayor's Virtual Conference. They had a session on the Historical Racism in Oregon.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- The Management Team has been researching options for employees if they are having issues with child care and working. We are looking at options for providing a day care location or adjusting hours of work to help our employees get through the no-school issues and most child care facilities being closed due to COVID-19.
- He is working on a tour of the urban camp ground that the City of Medford has opened.
- We will be having a Study Session on Monday night to discuss the cemetery.
- We will be bringing Municipal Code changes regarding VRBO rentals. We plan to bring options to the City Council Study Session in September.
- There will be one regular Council Meeting in August and again in September due to lack of discussion items.

XI. COUNCIL REPORTS

Council Member Melody Thueson reported that she attended the Planning Commission meeting,

Council Member Rob Hernandez attended the ground breaking for Crater High School Parking lot.

Council Member Kelley Johnson had no report.

Council Member Tanea Browning reported she has attended virtual League of Oregon Cities committee meetings; she has been working with schools regarding Curriculum for DIRT; she also spoke with a citizen concerned about feral cats.

Council Member Michael Parson reported that he attended an RVSS meeting and luncheon; Central Point Planning Commission Meeting; the Citizens Advisory Committee meeting; and the retirement for Detective Wojack.

Council Member Neil Olsen had no report.

XII. DEPARTMENT REPORTS

Community Development Director Tom Humphrey reported that the City has submitted the Urban Growth Boundary Amendment application to the County. They should be able to determine if it is complete by the end of this week. We will be scheduling joint Central Point Planning Commission and Jackson County Planning Commission public meetings. There will be several public meetings allowing property owners to ask questions. They have started having meetings with ODOT regarding the Scenic/Hwy 99 intersection and various ways to reduce traffic speeds.

Public Works Director Matt Samitore reported that the Mingus Creek culvert is under construction with traffic detours on Freeman Road. There will be a kick off meeting for the Operations Center soon.

Finance Director Steven Weber had nothing additional to report.

Police Chief Kris Allison thanked the City Manager and the Department Directors for a very nice letter in the Police Employee paychecks along with a thank you card. It makes the officers and staff feel like they are appreciated during these difficult times. There is a Back the Blue campaign being promoted by Debbie Saxbury in Central Point with blue house lights. Detective Wojack is retiring after 37 years in Law Enforcement.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Neil Olsen moved to adjourn. Tanea Browning seconded and the meeting was adjourned at 8:42 p.m.

The foregoing minutes of the August 13, 2020, Council meeting were approved by the City Council at its meeting of _____, 2020.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

Minutes Acceptance: Minutes of Aug 13, 2020 7:00 PM (CONSENT AGENDA)



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Public Works
FROM:	Matt Samitore, Parks and Public Works Director		
MEETING DATE:	September 17, 2020		
SUBJECT:	Parks Commission Report August 2020		
ACTION REQUIRED:	Consent Agenda Item	RECOMMENDATION:	Approval

BACKGROUND INFORMATION: The Parks Commission met on August 20, 2020, and discussed the following items.

- A. **Community Center Update:** The Parks Commission received a report on the delayed status of the potential Community Center. The City Manager requested a delay in future movement on the possible Community Center until January 2021 because of the COVID restrictions in place limiting public participation and the unknowns for the 2020 tax collection.
- B. **Ordinance Update on child supervision in the Parks:** The Commission received information regarding updating the City Municipal Code to reflect current state law regarding children being left alone in the park. The Commission recommended forwarding the item to City Council for approval.
- C. **Central Point Cemetery:** The Commission received the same presentation about the History, Issues and potential city ownership of the cemetery that was presented on August 17, 2020, to the City Council at their Study Session

FINANCIAL ANALYSIS: N/A

LEGAL ANALYSIS: N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS: N/A

STAFF RECOMMENDATION: Staff recommends approval of the August 20, 2020, Parks Commission Report.

RECOMMENDED MOTION: I move to approve the August 20, 2020, Parks Commission Report.



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO: City Council **DEPARTMENT:** City Attorney

FROM: Sydnee Dreyer, City Attorney

MEETING DATE: September 17, 2020

SUBJECT: Resolution No. _____, A Resolution Approving the Intergovernmental License Agreement for Ballot Box Placement and Authorizing the City Manager to Execute Same

ACTION REQUIRED: Motion Resolution **RECOMMENDATION:** Approval

BACKGROUND INFORMATION:

Jackson County recently quitclaimed its joint ownership interest in the library property to the City. In particular, as part of the Intergovernmental Agreement with the City, the County agreed to quitclaim its interest in the real property on which the library building is located.

During the time in which the County was a partial owner of the property, it installed a Ballot Box. Upon the County's reconveyance of its interest in that real property, it no longer has authority to retain the Ballot Box in its existing location without a grant of a license or easement by the City. To that end, an Intergovernmental License Agreement has been negotiated for such use.

The agreement provides the County a revocable license to use the property for installing, operating, and maintaining the Ballot Box. The license term is for 5 years, unless otherwise terminated per the terms of the agreement. The County will remain solely responsible for maintenance and repair of the Ballot Box, and the City remains responsible for maintenance of the grounds surrounding the license area.

FINANCIAL ANALYSIS: N/A

LEGAL ANALYSIS: N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Proactive Government and Citizen Involvement

Goal 1- Build strong relationships between government and its citizens.

Strategies: a. Initiate effective communication by implementing varied methods to reach as many citizens as possible (e.g. .Town Hall meetings, social gatherings, reestablish gathering

places (businesses/homes), build upon existing, events, set up kiosks, local newspaper/newsletter/website, marketing/advertising, personal contact); b. Collaborate with other governmental agencies, public and private enterprises, pooling resources (e.g. School District #6, RCC/SOU, Library, Theater, RVCOG, Chamber of Commerce); c. Regularly survey the needs of citizens.

STAFF RECOMMENDATION: Approve Resolution.

RECOMMENDED MOTION: I move to approve Resolution No. _____, approving that Intergovernmental License Agreement for Ballot Box placement and authorizing the City Manager to execute same.

ATTACHMENTS:

1. RESO Approving Ballot Box Agt
2. Revised Ballot Box Agreement - FINAL

RESOLUTION NO. _____

A RESOLUTION APPROVING THAT INTERGOVERNMENTAL LICENSE AGREEMENT FOR BALLOT BOX PLACEMENT AND AUTHORIZING CITY MANAGER TO EXECUTE SAME

RECITALS:

- A. Jackson County conducts local, city, county, state and federal elections for the citizens of Jackson County and operates an election ballot drop box on property owned by City.
- B. As a public service to the citizens of Jackson County, the City wishes to grant the County a license to continue to operate a ballot box at its current location at City Hall and to specify the maintenance and use obligations of the County consistent therewith.

The City of Central Point resolves as follows:

Section 1. The City Council approves the Intergovernmental License Agreement for Ballot Box Placement attached hereto as Exhibit "A" and authorizes the City Manager or his designee to execute same on behalf of the City.

Passed by the Council and signed by me in authentication of its passage this 10th day of September, 2020.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: RESO Approving Ballot Box Agt (1313 : Resolution Approving Ballot Box License Agreement)

**INTERGOVERNMENTAL LICENSE AGREEMENT
for
BALLOT BOX PLACEMENT**

THIS INTERGOVERNMENTAL LICENSE AGREEMENT FOR BALLOT BOX PLACEMENT (the “License”), is entered into by and between JACKSON COUNTY, a political subdivision of the State of Oregon, (“County”), the CITY OF CENTRAL POINT, a political subdivision of the State of Oregon (“Licensor”), (each, a Party, and collectively, the “Parties”). This License shall be effective July 1, 2020 (hereinafter the “Effective Date”).

RECITALS

A. County conducts local, city, county, state and federal elections for the citizens of Jackson County and operates an election ballot drop box on property owned by the Licensor.

B. As a public service to the citizens of Jackson County, Licensor wishes to permit County to continue to operate a ballot box at its City Hall location, as provided herein.

AGREEMENT

1. License.

1.1. Grant of License. Licensor grants to County the right to use a mutually acceptable 6-foot by 6-foot area of the property described on Exhibit A (the “License Area”) for placement of an election ballot drop box (“Ballot Box”) together with nonexclusive access to the License Area, appurtenant common areas, and parking areas by the voting public and County’s agents and contractors. The Ballot Box location existing as of the Effective Date is hereby deemed acceptable by the Licensor.

1.2. Voter Access. Licensor grants to voters, and other County invitees, the right of access to the License Area during Jackson County election periods (each, an “Election Period”) for purposes consistent with the participation in an election.

2. Use.

2.1. County's use of the License Area shall be limited to installing, operating, and maintaining the Ballot Box. County shall not use the License Area or any portion thereof for any illegal or unlawful purpose and will not cause or permit a nuisance to be created or maintained therein.

2.2. The Parties further acknowledge and agree that the County’s use of the License Area is for the operation of the Ballot Box. Licensor grants to voters, and other County invitees, the right of access to the License Area for purposes consistent with the conduct of, and participation in, an election. Licensor acknowledges that the Ballot Box shall be accessible 24 hours a day during any Election Period. County shall endeavor to notify Licensor with an election schedule no later than 30 days before each Election Period.

2.3. Licensors shall endeavor to notify the County within 24 hours of any change to a License Area or surrounding property that would make any Ballot Box inaccessible during an Election Period and frustrate the intent of this License.

3. **Term.** This License shall commence on the Effective Date written above and shall continue in effect for 5 years or as otherwise terminated in accordance with paragraph 4 below (the “Term”).

4. **Termination.** Licensor may terminate this License with respect to any or all License Areas at any time for convenience by giving County not less than 270 days written notice prior to the termination date. Notwithstanding the foregoing, Licensor may terminate this License with respect to any License Area that ceases to be operated as municipal property by providing written notice to County.

County may terminate this License with respect to any License Area by providing not less than 30 days written notice to Licensor.

5. **No License Fee.** In consideration for the valuable public services provided to the citizens of Jackson County performed by County, there shall be no license fee for County’s use of the Licensed Area.

6. **Maintenance.** County shall be responsible for repairs and maintenance of the Ballot Box necessary to keep and maintain the Ballot Box in good condition and in substantial repair, normal wear and tear excepted, and in compliance with all applicable laws. Licensor shall be responsible for all other repairs and maintenance of the License Area, except to the extent such maintenance and repairs arise out of County’s negligent acts or intentional misconduct.

7 **Improvements.**

7.1. All improvements constructed or placed within the License Area by County (“County Improvements”) must, upon completion, be free and clear of all liens, claims, or liability for labor or material. The Ballot Box shall remain property of County and shall be removed by County at the termination of this License, at County’s sole cost, without damage to the License Area, reasonable wear and tear excepted.

7.2. County shall be responsible for all costs associated with the installation of the Ballot Boxes.

8. **Mutual Indemnification.**

8.1. Subject to the conditions and limitations of the Oregon Tort Claims Act and the Oregon Constitution, Licensor hereby agrees to indemnify, hold harmless, and defend County, its officers, agents, and employees, with counsel approved by County, against any and all claims, loss, demands, damages, cost, expenses or liability arising out of the ownership, maintenance, or

use of the License Area by Licensor, except for liability arising out of the negligence of County, its elected officials, officers, agents, or employees.

8.2. Subject to the conditions and limitations of the Oregon Tort Claims Act and the Oregon Constitution, County agrees to indemnify, hold harmless, and defend Licensor, its officers, agents, and employees, against any and all claims, loss, demands, damages, cost, expenses or liability arising out of the use of the License Area by County, except for liability arising out of the negligence of Licensor, its officers, agents, or employees, including the cost of defense of any lawsuit arising therefrom.

8.3. The provisions of this paragraphs 8.1 and 8.2 shall survive the termination or expiration of this License.

9. **Assignment and Sublicense.** Any assignment of this License or sublicenses under this License require the prior written approval of Licensor, which approval will not be unreasonably withheld, conditioned or delayed.

10. **Signs.** Subject to obtaining any required third-party approvals, Licensor agrees to allow County to install and maintain any sign or display upon or immediately adjacent to the Ballot Box. Such signage shall comply with all applicable laws and zoning and site plan requirements and be consistent with Licensor signage on the property upon which the License Area is located. During any Election Period, County may place temporary informational signage for directing voters, provided that such temporary signage does not interfere with Licensor's operations.

11. **Authority.** The persons executing the License below on behalf of County or Licensor warrant that they have the power and authority to bind County or Licensor to this License.

12. **Notices.** A party giving or making any notice, request, demand, or other communication (each, a "Notice") pursuant to this License shall give the Notice in writing by personal delivery, Registered or Certified Mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier at the address designated below or at such other address as designated by a party. Notice is effective if the addressee has received the Notice and the party giving the notice has otherwise complied with this paragraph.

13. **Amendments.** This License is the sole and only agreement between the Parties regarding the subject matter hereof; other agreements, either oral or written, are void. Any changes to this License shall be in writing and shall be properly executed by both Parties.

14. **Partial Invalidity.** If any term, covenant, condition, or provision of this License is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

15. **Governing Law and Venue.** This License has been negotiated and executed in the State of Oregon and shall be governed by and construed under the laws of the State of Oregon. In the event of any legal action to enforce or interpret this License, the sole and exclusive venue shall

be a court of competent jurisdiction located in Jackson County, Oregon, and the Parties hereto agree to and do hereby submit to the jurisdiction of such court.

16. **Attorneys' Fees.** In the event of a dispute between Licensor and County concerning claims arising out of this License, or in any action or proceeding brought to enforce or interpret any provision of this License or where any provision hereof is validly asserted as a defense, each Party shall bear its own attorney fees and costs.

17. **Condition upon Termination.** Except as otherwise agreed to herein, upon termination of this License, County shall redeliver possession of License Area to Licensor in substantially the same condition that existed immediately prior to County's entry thereon, reasonable wear and tear excepted.

18. **Relationship of the Parties.** The relationship of the parties hereto is that of a licensor and licensee, and it is expressly understood and agreed that neither party shall in any way or for any purpose become a partner of or a joint venturer with the other.

CITY OF CENTRAL POINT:

By _____ (Date)

Title _____

Approved as to Legal Sufficiency:

Sydney Dreyer, City Counsel

JACKSON COUNTY:

By _____ (Date)
Danny Jordan, County Administrator

Approved as to Legal Sufficiency:

Sr. Asst. County Counsel

Attachment: Revised Ballot Box Agreement - FINAL (1313 : Resolution Approving Ballot Box License Agreement)

EXHIBIT A

Lots one, two, three, four and five in block 8 of the City of Central Point, Jackson County, Oregon, according to the official plat thereof.



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Attorney
FROM:	Sydnee Dreyer, City Attorney		
MEETING DATE:	September 17, 2020		
SUBJECT:	Resolution No. _____, A Resolution Declaring the Intention of the City of Central Point to Consider Transfer of Ownership of the Central Point Cemetery to City of Central Point and Authorizing City Manager to Take Such Action as Necessary to Initiate Such Transfer		
ACTION REQUIRED:	Motion Resolution	RECOMMENDATION:	None Forwarded

BACKGROUND INFORMATION:

At the August 17th City Council Study Session, staff presented information related to current conditions and ownership requirements for the Central Point Cemetery. Due to long-term neglect and community concerns, the city is considering ownership of the property. The current owner is the Restoration and Beautification Foundation and Sally Clifford is listed as the manager of this organization.

The facility is considered an “operating cemetery” under Oregon state statute which means that internments are performed and that there are outstanding preneed service contracts for unperformed services, i.e. cemetery plots were purchased in the past and are still available for use.

In order to become an Oregon state licensed facility, the city will be required to adopt municipal code regulating such ownership and use, develop cemetery rules, and complete state applications for certification and transfer of the existing cemetery license, along with developing other associated documents. Additionally, the city attorney recommends the city obtain a letter of intent to transfer property from the current owner to ensure the owner intends to move forward with this transfer prior to the city expending significant staff time and resources in pursuing such transfer.

The proposed resolution only provides for staff and city attorney to move forward with the items above and does not commit the city to take ownership of the property. Any agreement to accept ownership of the property would be presented to Council for adoption at a later date.

FINANCIAL ANALYSIS: Funding options will be investigated further, but the intention is that funding would come in part from the annual hotel/motel tax, grants and donations through parks and recreation foundation.

LEGAL ANALYSIS: The City must seek authorization from the State Mortuary and Cemetery Board to operate a cemetery and to allow the existing operations to be transferred to the City.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION: Staff recommends approval of the resolution to allow the staff to proceed with more detailed investigation of transfer of ownership.

RECOMMENDED MOTION: I move to approve Resolution No. _____ declaring the intention of the City to consider transfer of ownership of the Central Point Cemetery to the City of Central Point and authorizing the City Manager or his designee to take such actions as necessary to initiate such transfer.

ATTACHMENTS:

1. RESO of Intent - Cemetery

RESOLUTION NO. _____

A RESOLUTION DECLARING THE INTENTION OF THE CITY OF CENTRAL POINT TO CONSIDER TRANSFER OF OWNERSHIP OF THE CENTRAL POINT CEMETERY TO CITY OF CENTRAL POINT AND AUTHORIZING CITY MANAGER TO TAKE SUCH ACTION AS NECESSARY TO INITIATE SUCH TRANSFER

RECITALS:

- A. The Central Point Cemetery is an historic cemetery dating back to 1868.
- B. The Cemetery continues to be used as an operating cemetery.
- C. The Cemetery has suffered from long-term neglect, but with proper maintenance could provide a public benefit, including community history and education opportunities, community art, volunteer opportunities, open space, and Veterans Day and/or Memorial Day celebrations.
- D. The Council finds it is in the public interest to pursue possible ownership of the Cemetery and desires to authorize staff to initiate such transfer.

The City of Central Point resolves as follows:

Section 1. The City of Central Point has a public interest in ensuring the Central Point Cemetery is well-maintained and available for limited public use.

Section 2. The City of Central Point authorizes the City Manager, or his designee, to take such steps as necessary to determine the feasibility of transferring ownership of the Cemetery to the City, and to prepare any documents necessary to authorize the City to conduct the business of operating a cemetery.

Passed by the Council and signed by me in authentication of its passage this 10th day of September, 2020.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: RESO of Intent - Cemetery (1312 : Resolution of Intent for Cemetery)



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		City Manager
FROM:	Chris Clayton, City Manager	
MEETING DATE:	September 17, 2020	
SUBJECT:	Resolution No. _____, A Resolution of the Central Point City Council Adopting the City of Central Point 2040 Strategic Plan	
ACTION REQUIRED:		RECOMMENDATION:
Resolution		Approval

BACKGROUND INFORMATION:

As part of the 2019-2021 biennial budget, the Central Point Budget Committee and City Council discussed the need for an overarching plan to guide future decision-making as the Community and organization change. This citywide strategic planning effort began in September 2019.

The 2040 Strategic Plan emerged over an 18-month (including citizen survey) long process through three distinct phases:

1. 2019 Citizen survey was conducted in the first quarter of 2019.
2. The City Executive Team began a series of workshops to provide a strategic framework for the City Council in late summer/early fall 2019.
3. The City Council began a series of public meetings, including a community forum in late 2019.

All of these phases included a robust and ongoing dialog among residents, organized stakeholders, partner organizations, City Staff, and the City Council.

FINANCIAL ANALYSIS:

The total cost to develop the 2040 City of Central Point Strategic Plan was \$31,511.41, which is below the budgeted amount of \$40,000.00.

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

2007 City of Central Point Strategic Plan “Purpose and Importance of Strategic Planning.” Strategic Planning is a process that brings people from all walks of life together, to talk about the future of the community, create the vision for the future, and formulate a way to make this future happen through community teamwork and actions. It is a document that records what people think - the blueprint for positive change that defines the vision, goals, and outcomes that must occur to realize the future.

If our efforts are to have any meaning, they must be accompanied by planning efforts to move the City through change. These changes include changing community demographics, new state and federal mandates, fiscal constraints, changing economic conditions, emerging technologies, and many other influences on the City’s service delivery efforts. High performing cities learn to anticipate and adapt to these changes by creating value, motivation, and meaning for the citizens they serve. The best tool for accomplishing these overarching objectives is Strategic Planning.

STAFF/PLANNING COMMISSION RECOMMENDATION:

Central Point Staff believes that the development of a specific mission, vision, values, and both long and short-term goals and strategies is vital to planning for the future of the Community. Furthermore, the comprehensive strategic planning effort undertaken by the Council, Staff, and Community allows Central Point to achieve its best future.

On July 7, 2020, after considerable discussion (July 7, 2020, Planning Commission minutes are attached), the Central Point Planning Commission forwarded a favorable recommendation to the Central Point City Council on the issue of 2040 strategic plan adoption.

RECOMMENDED MOTION:

I move to approve resolution_____adopting the 2040 City of Central Point strategic plan, effective January 1, 2021.

ATTACHMENTS:

1. July 7 2020 PC minutes
2. Strategic plan resolution
3. StrategicPlan_2040_Draft_Final

**City of Central Point
Planning Commission Minutes
July 7, 2020**

I. MEETING CALLED TO ORDER AT 6:04 P.M.

II. ROLL CALL

Commissioners Tom Van Voorhees (acting chair), Kay Harrison, Pat Smith and Jim Mock were present; Amy Moore and Chris Richey attended via zoom. Also in attendance were: Stephanie Holtey, Principal Planner, Chris Clayton, City Manager, and Karin Skelton, Planning Secretary.

III. CORRESPONDENCE

There was no correspondence

IV. MINUTES

Kay Harrison made a motion to approve the May 5, 2020 minutes. Pat Smith seconded the motion. All members said aye. Motion passed.

V. PUBLIC APPEARANCES

There were no public appearances.

VI. BUSINESS

A. Review and Feedback on the city of Central Point Strategic Plan 2040

City Manager Chris Clayton said the last strategic plan was created in 2007 and ends December 2020. He said the goals of the plan had been accomplished except for the planned Community Center which was the last item. The City will be building on the successes of the previous plan in going forward. He added because of the current Covid 19 situation, there has not been an opportunity to involve the public as much as the Council would like. He explained how the plan is organized, and said it contains revisions to the mission, vision and values of the previous plan. Additionally it identifies five new strategic priorities: community investment, community engagement, community culture, responsible governance, and economic vibrancy. The goal of the plan is to allow the City to achieve its best future. He stated it is a living document and will be updated and/or revised as necessary with regard to the needs of the City.

Mr. Clayton explained the Council used the input from the 2019 citizen survey, City Executive Team workshops and a series of public meetings to identify and set priorities. The previous plan was reviewed and current conditions in the city were analyzed. Two issues were identified as primarily important, the small town feel and safety.

Mr. Clayton reviewed the vision, mission and values of the strategic plan. He reviewed the strategic priorities and goals.

The Commissioners expressed appreciation of the procedures utilized in the creation of the new

plan. They discussed the importance of a good land use code to allow growth and continue to preserve the small town feel. Additionally they discussed the importance of a welcoming environment and how to support diversity in the growth of the city. They noted the term “inclusive” referred to all manner of economic, social, educational and ethnic backgrounds. They agreed the design of areas such as parks and public spaces to allow utilization by people of varied ages and abilities was important.

The Commissioners discussed property taxes and expressed appreciation of the City’s fiscal responsibility. Mr. Clayton said the City provided residents with information annually in the newsletter regarding how tax monies were spent. He said he appreciated the input from the Commissioners and would provide the information to the City Council.

VII. DISCUSSION

A. Discussion of the City's Regional Plan Progress Report and City Council’s Resolution to Ratify, Applicant: City of Central Point.

Principal Planner Stephanie Holtey said it was important not only to create plans for the City but to make sure to implement and monitor them to see what works and what does not. She said this is the first progress report of all the cities who participated in the Regional Planning Process.

She explained the City of Central Point took the initiative and created this format to address the three local monitoring requirements, including a description of Central Point's activities pertinent to the Regional Plan for the preceding five-year period, an analysis as to whether and how well those activities meet each of the performance indicators, and a projection of activities for the next five-year period.

The adoption of the Regional Plan Element in 2012 included subsequent adoption of the City's Agricultural Buffering Ordinance and an Urban Reserve Management Agreement with Jackson County. The City has also completed preparation and approval of Conceptual Plans for six of City's eight URAs, participated in the Jackson County Agricultural Task Force and Adoption of a revised Urban Growth Management Agreement with Jackson County; expanded the Central Point UGB into portions of CP-4 and CP-1B; and approved the Central Point Housing Implementation Plan, the City's Housing Strategy for 2019-2024.

During the next five years the City of Central Point will expand its Urban Growth Boundary and bring in sufficient amounts of residential, employment and open space lands to serve a growing population through the year 2040. The new UGB lands will reflect and implement the conceptual planning that was done for the URAs into which the UGB is expanded. The City also expects to participate with the Regional Problem Solving signatories in conducting a 10-year mandated review beginning in 2022. Other activities that the City expects to be involved with include updating the Central Point Transportation Systems Plan, updating the Public Facilities and Services Element, Updating the Environmental Management Element, maintaining the Buildable Land Inventory, monitoring the Housing Implementation Plan and updating the Land Use and Development codes to implement new state law and rule making.

A draft of the Self-Assessment was submitted to Jackson County, the Oregon Department of Land Conservation and Development and 1000 Friends of Oregon all of whom have responded positively to the document. Planning staff intend to submit the document to Jackson County in final

form as part of the UGB Amendment now that it is approved by the Council.

Ms. Holtey asked the commissioners if they had any questions or comments. They expressed appreciation of the update and the processes the City had gone through. They directed that it be presented to the City Council.

Planning Update

- Dominos is still under construction
- The Chiropractic building by the Post Office is under construction
- There is a 6 lot residential subdivision on Hwy. 99 near the Skyrman Arboretum
- We have an application from the Smith brothers for Central Point Station on the North side of Twin Creeks. It will be mixed use, both commercial and residential
- We have an application for a site plan review and a conditional use permit for Rogue Valley Pet on Federal Way
- We have a master plan modification for White Hawk . They will be changing housing types, increasing single family homes and minimizing the number of apartments
- The Premier Car Wash has not yet obtained permits.
- The Pittview subdivision is putting in improvements needed for final plat.
- Lindsey Court has permits for several new homes
- There has been an increase in interest and building permits issued for ADUs throughout the City
- The commercial building on Freeman and Bigham has been approved for site plan & architectural review
- We have an application for Les Schwab on Biddle Road that is scheduled for decision on July 7th.

VIII. ADMINISTRATIVE REVIEWS

IX. MISCELLANEOUS

X. ADJOURNMENT

Kay Harrison moved to adjourn the meeting. Pat Smith seconded the motion. All members said "aye". Meeting was adjourned at 7:15 p.m.



Planning Commission Chair

RESOLUTION NO. _____

A RESOLUTION OF THE CENTRAL POINT CITY COUNCIL ADOPTING THE CITY OF CENTRAL POINT 2040 STRATEGIC PLAN.

RECITALS:

- A. The City of Central Point is a growing community with an ever-changing population, workforce, business interests, public services, and community needs.
- B. In order to best serve the dynamic nature of Central Point, it is imperative that local policymakers develop and adopt a long-range strategic plan.
- C. The Mayor, City Council, Planning Commission, City Staff, Stakeholders, Business Community Representatives, and Concerned Citizens have participated in a detailed strategic planning process lasting more than 12 months and included multiple revisions, public hearings, public workshops, community forums, and a citizen survey.
- D. The City Council has reviewed the draft 2040 strategic plan, which includes a proposed vision, mission, values, strategic priorities, goals, and strategies
- E. The City Council has received a recommendation of approval/adoption from the City of Central Point Planning Commission.
- F. The City Council has provided multiple opportunities for public input on the draft strategic plan and made multiple revisions to previous versions of the plan.

The City of Central Point resolves as follows:

Section 1. The City Council of Central Point formally adopts the 2040 strategic plan, attached hereto, as the official strategic plan for the City of Central Point.

Section 2. From time to time, by City Council resolution, the City Council of Central Point may alter, modify, change, add to, or replace the 2040 strategic plan.

Passed by the Council and signed by me in authentication of its passage this 10th day of September, 2020.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Strategic plan resolution [Revision 1] (1311 : Resolution Adopting the 2040 City of Central Point Strategic Plan)

CITY OF CENTRAL POINT STRATEGIC PLAN 2040

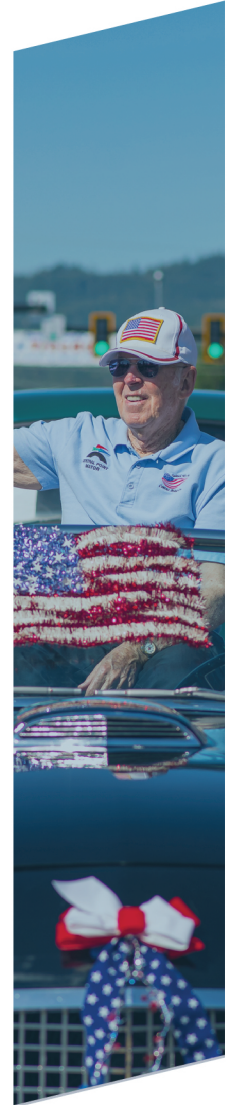


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Attachment: StrategicPlan_2040_Draft_Final (1311 : Resolution Adopting the 2040 City of Central Point Strategic Plan)

CITY OF CENTRAL POINT

Strategic Plan Forward



Acknowledgments

The 2040 City of Central Point strategic planning process would not have been possible without the input, insights, and contributions of our community.

Dozens of residents, working professionals, elected officials, volunteers, City staff, and nonprofit organizations strive to make our community better every day and enthusiastically answered the call to participate in the strategic planning process through a well-attended community forum, a statistically valid citizen survey, and several informal questionnaires.

As we transition from strategic planning to goal/budget development, and ultimately strategic implementation, it is essential to understand that the City will rely on its partnerships, alliances, and stakeholders to deliver the outcomes identified by City Council in our 2040 strategic plan.

Throughout our entire process, the City of Central Point partnered with Davis Consulting Group to assist with the facilitation of the 2040 City of Central Point strategic plan. Specifically, Megan Davis Lightman was instrumental in bridging the competing interests, opinions and values that are represented in this plan.

Finally, the City of Central Point Council is grateful for everyone's contribution to this critical process.

Introduction

The City of Central Point developed this Strategic Plan to articulate the mission, vision, values, and goals of its residents, businesses, and public agencies to more effectively serve those living-in, working-in, or doing business with the City of Central Point. The strategic plan charts a course for the City in response to an assessment of current conditions and anticipated changes within the City, Jackson County, and the Rogue Valley. The 2040 Strategic Plan was enriched by the perspectives of residents, community leaders, and elected officials.

The City Council's primary goal in preparing this plan was to guide future decision-making as the community grows and changes.

Central Point provides its residents with services protecting health, safety, and welfare, including police services, safe drinking water, and stormwater quality. Additionally, the City offers building and planning services, which helps manage smart growth, and supports a more substantial tax base through economic

development. Other services are not considered essential; however, they target increased quality of life through recreation programs, park facilities, streetscapes, public art, and educational programs.

The Central Point City Council is made of citizens who are elected by residents to make policy decisions. These decisions are usually based on information that is assembled by City staff. The staff is also responsible for implementing the Council's policy direction, measuring progress, and providing feedback to the Council and Community on how well the City is doing reaching its goals and objectives.

How the 2040 Strategic Plan is Organized

We understand that typically, strategic plans are designed for 3, 5, and 10-year timelines. However, the Central Point City Council felt with our last strategic plan spanning 13 years; a 20-year strategic planning horizon was within reach. Moreover, the City Council acknowledged that our past practice has been to use budgetary goals on two-year intervals to achieve short-term goals and objectives while relying on a long-term, overarching strategy to remind the Council, Staff, and Community of our "why."

The 2040 strategic plan contains revisions to our previous mission, vision, and values. Additionally, this document identifies five new strategic priorities, each of which includes a series of goals and strategies. Ultimately, the City Council, City Staff, and Stakeholders placed particular emphasis on identifying strategic priorities, goals, and strategies that would serve the community well over the next two decades. However, during the entire strategic planning process, linking our City's future to our heritage and historical beginnings was at the forefront of our planning efforts.

The 2040 strategic plan is designed to allow the City of Central Point to achieve its best future. However, this is a living document, and the Council will perform periodic reviews and update/revise as necessary to ensure that the plan remains flexible and adaptable to the needs of the City.

How the Council Will Use the 2040 Strategic Plan

For the Council to set priorities, it needs input into what issues are worthy of attention, the nature of those issues, and the City's ability—financially and politically—to adequately address each of them. Moving forward, the City Council will establish budgetary goals on two-year cycles (aligning with the biennial budget) that are derived from the 2040 strategic plan. These budgetary goals will not only include high profile capital projects but will consist of operational oversight targets and the tracking of multi-year projects.

How We Developed this Strategic Plan

As part of the 2019-2021 biennial budget, the Budget Committee and City Council discussed the need for an overarching plan to guide future decision-making as the community and organizational change. This citywide strategic planning effort began in September 2019.

The 2040 Strategic Plan emerged over an 18-month long process through three distinct phases:

1. 2019 Citizen survey was conducted in the first quarter of 2019.

2. The City Executive Team began a series of workshops to provide a strategic framework for the City Council in late summer/early fall 2019.
3. The City Council began a series of public meetings, including a community forum in late 2019.

All of these phases included a robust and ongoing dialog among residents, organized stakeholders, partner organizations, City Staff, and the City Council.

What We Learned During Our Process

The strategic plan started with an assessment of the City’s current strategic plan. What did the City Council, Staff, Stakeholders, and the Public think about what the City currently does well? About possible areas of improvement? About forces that would affect its future performance? This analysis looked at the City’s past performance, current issues, and the internal and external pressures, economic and demographic trends that may affect the City moving forward. A large portion of this analysis relied on the 2019 citizen survey, which included a statistically valid telephone survey and a direct-mailed (utility account) questionnaire.

Overall, the feedback from the 2019 survey was optimistic about the City and the services it provides. More specifically, residents say the City is headed in the right direction and are very satisfied or satisfied with City services overall. A vast majority of residents feel Central Point is exceptionally safe from a public safety standpoint, but understand that issues like mental health, addiction, and homelessness represent challenges. Additionally, City Parks & Open Spaces, Recreation Programs, and City-operated Special Events are all considered as enhancements to the Central Point way of life.

During our analysis of current Central Point conditions, city staff felt two critical exhibits from the 2019 Citizen Survey offer insight into where our focus should remain. In exhibits A & B below, you will see areas of focus favored by Central Point residents in the 2019 Survey.

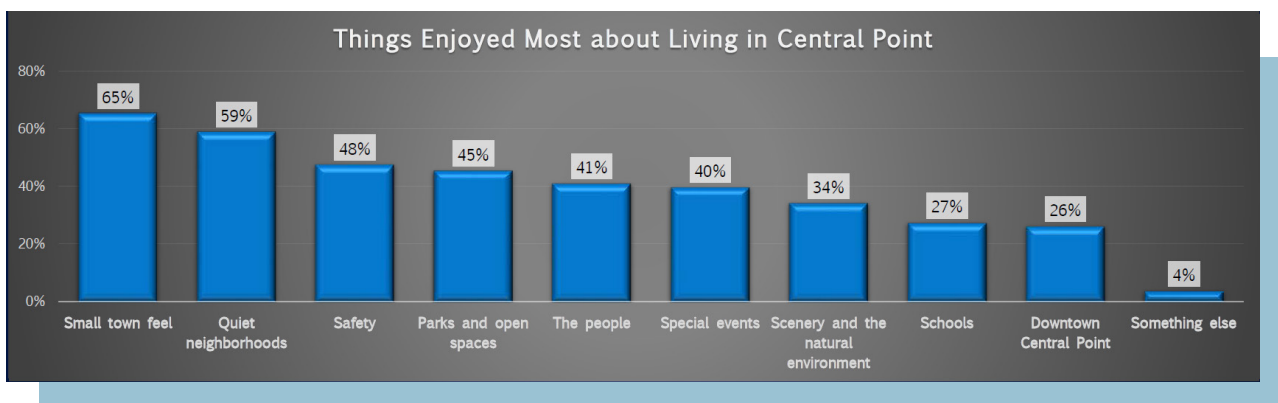


Exhibit A

Attachment: StrategicPlan_2040_Draft_Final (1311 : Resolution Adopting the 2040 City of Central Point Strategic Plan)

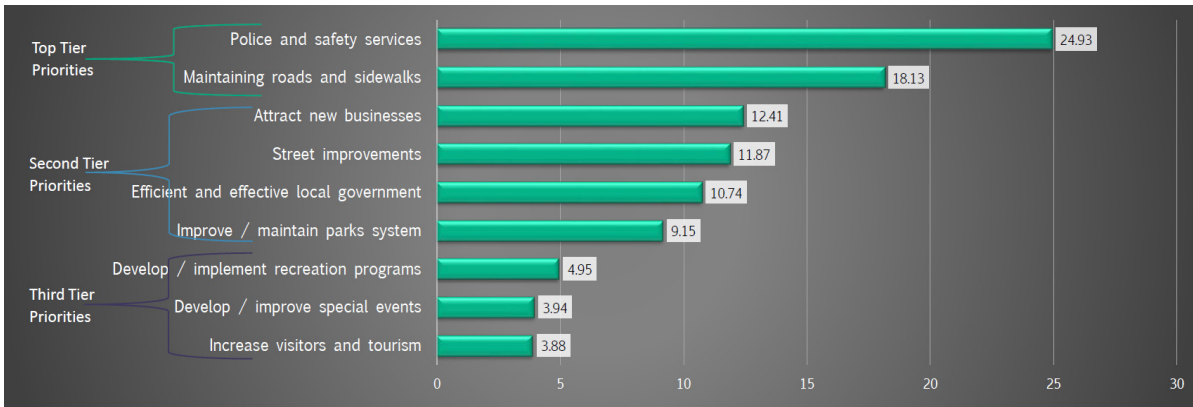


Exhibit B

Ultimately, we also learned what we could do better. Generally speaking, we can always improve communication between the City Council, Departments, Staff, and Citizens. Moreover, improving in all areas of communication will allow us to define City strategic priorities better, articulate budget priorities more clearly to the Public, and to provide a resilient focus for accomplishing all of our priorities.

As we prepare to execute on this 20-year plan, we look forward to the continued opportunity to strengthen our relationships with our community partners.

“However beautiful the strategy, you should occasionally look at the results.” –Sir Winston Churchill



CENTRAL POINT STRATEGIC PLAN

2040



Vision

"Central Point is a safe, family-friendly, livable community that cultivates its small-town feel by managing growth and inspiring meaningful connections between people and places."



Mission

"Creating a family-friendly community that provides a better experience for those living, working and doing business in Central Point."



Values

Accountability, Community, Excellence, Heritage, Public Safety, Resilience, Service.

Value Definitions:

ACCOUNTABILITY

We value the ability to hold ourselves responsible for mistakes, apply what we have learned, and move forward in a positive direction.



HERITAGE

We value a simultaneous ability to preserve and invent our culture—that is, to conserve our city's unique history and heritage while developing new expressions for current times.

COMMUNITY

We value a clean and attractive city that inspires meaningful connections to people and places.



PUBLIC SAFETY

We value a professional service-oriented public safety policy that provides a sense of safety/well-being in the city.

EXCELLENCE

We value a consistently superior performance that surpasses requirements and expectations.



RESILIENCE

We value the city's ability to anticipate, prepare for, respond, and adapt to incremental change and sudden (economic or market) disruptions in order to endure and prosper.

SERVICE

We strive to provide the highest level of service possible in the most efficient and responsible manner.

Attachment: StrategicPlan_2040_Draft_Final (1311 : Resolution Adopting the 2040 City of Central Point Strategic Plan)

STRATEGIC PRIORITIES

Community Investment



Public and private investments in Central Point include physical (i.e., new buildings, streets, waterlines, businesses, parks, etc.); social (e.g., programs and services that support people: families, youth, retirees, etc.); and economic (i.e., programs and facilities that foster new growth and development necessary to fuel the local economy and provide jobs for residents).



GOAL 1 - Build a strong city that is fiscally sustainable and provides enhanced services and small-town nuance.

STRATEGY 1 - Partner with Urban Renewal to develop objective criteria to prioritize incentives and investments for planning and infrastructure projects that maximize value to the community in terms of cost-benefit, providing a connection between the east and west sides of town, and providing an urban form that is walkable, attractive and resilient to change.

STRATEGY 2 - Seek and pursue grant opportunities to close fiscal gaps in projects that plan, design, and/or implement projects related to development or redevelopment of lands within the Urban Growth Boundary.

STRATEGY 3 - Partner with telecom and utility companies to offset infrastructure costs.

STRATEGY 4 - Maintain existing public safety services levels as the community continues to expand and promote a community policing program.

STRATEGY 5 - Expand the Pine Street/Downtown Streetscape Improvements.



GOAL 2 - Be a place city filled with happy, healthy people who are thriving.

STRATEGY 1 - Develop and maintain positive partnerships with public and private entities and the community to understand community needs, and leverage resources to develop and deliver opportunities for personal, professional, and/or vocational development. (Recreation Programs, Maker Space, Artisan Corridor, Volunteerism, Community Events, etc.) (Nurturing individuals skills and personal growth is an essential element to Central Point's future. While this is an organic process that must be desired by individuals in the population, the City can make investments that consider and further the goal of providing an environment that is supportive of this objective).

STRATEGY 2 - Through the land development codes and process, foster the creation of "healthy neighborhoods" that provide safe, connected, and comfortable amenities for residents of all ages and abilities to walk, cycle, play, and access community destinations. (Active lifestyles that include people of all abilities are foundational to health and wellbeing).

STRATEGY 3 – Develop and implement an economic development program/toolkit to attract more family-wage jobs to Central Point. (Idea that if needs are met, people are more likely to be happy and make time for leisure, volunteerism, and social interaction).

STRATEGY 4 – Explore partnerships and opportunities to develop and implement urban agriculture projects within the Urban Growth Boundary. (Happy people eat well and know where food comes from).

STRATEGY 5 – Plan, design, build, and maintain a comprehensive system of sustainable facilities, trails, and park spaces, setting the highest standards to provide attractive places people will use and enjoy. Acquire additional lands for active and passive recreation use based on current deficiencies and public demands created by increasing population or the environmental and recreational significance of the area.

STRATEGY 6 – Facilitate a professional symposium to give residents and businesses access to high-quality speakers at little or no cost. Speakers such as Steven Covey or Jon Gordon

STRATEGY 7 – Maintain parks and facilities at the highest possible levels to encourage a sense of community pride and ownership.

STRATEGY 8 – Maintain support for a victim advocate position in our Police Department.



GOAL 3 - Provide opportunities for youth education, recreation, and support. (Kids are the future. Happy, well-adjusted kids are the canary in the coal mine for true community/family wellbeing).

STRATEGY 1 – Communicate regularly with SD6 regarding partnership opportunities to further excellent K-12 education in Central Point. Promote, encourage and financially support ongoing 4H and FFA programs.

STRATEGY 2 – Continue to support, develop, and expand the CPPD’s School Resource Officer (SRO) program, including new and improved curriculum offerings. Providing positive/inspirational adult role-models in our schools is critical to developing productive, knowledgeable, and community-oriented youth.

STRATEGY 3 – Provide opportunities for social connection. Identify underrepresented groups and help them participate and feel connected. Increase engagement in physically active recreation, and enjoyment of parks and trails to foster active, healthy lifestyles. Reduce barriers for accessing programs, services, places, spaces, and information.

STRATEGY 4 – Expanding on existing recreation programming to reach a broader and more diverse audience, including older adults, people with varied abilities, and teens. Research successful recreation programs to ensure that we are offering activities that will best meet the current and future needs of our citizens.

STRATEGY 5 – Develop more indoor Winter activities utilizing existing public spaces in addition to building and use of a new Central Point Community Center.

STRATEGY 6 – Establish a development dialogue between SD6’s facilities planning committee, the City’s Community Development, and Public Works Departments, to anticipate and address projected growth demands.

**GOAL 4** - Manage growth to provide places that are timeless and loved by the community.

STRATEGY 1 – Engage the community in placemaking charrettes to learn what characterizes places that are distinctly Central Point and desirable as growth occurs in the Urban Growth Boundary.

STRATEGY 2 – Amend the community’s land use and development codes to adopt standards that reflect the community’s preferences for how new growth areas will look, feel, and function. (As the City grows in response to market demand, this supports the creation of urban form and architectural character that is community-driven rather than developer-driven).

STRATEGY 3 – Provide a professional land development review process that is efficient, collaborative, and solution-oriented. (Attract increasingly higher quality developers/developments).

STRATEGY 4 – Develop a toolkit of incentives to leverage in exchange for more desirable community places that provide public amenities associated with needed housing, employment, and other services, including but not limited to: public plazas, open space, parks, affordable housing, value-added design to attract professional office and other uses that provide more living-wage jobs).

STRATEGY 5 – When developing new parks or updating features of our older parks, involve the community in these planning efforts so that these facilities meet the needs of our citizens. Each park should reflect the individual character of the neighborhood in which they reside. Continually reevaluate the needs of our community in terms of parks and facilities.

**GOAL 5** - Plan, design, and construct “state of the art” infrastructure in all areas and systems.

STRATEGY 1 – Continually update infrastructure plans.

STRATEGY 2 – Provide regular financial analysis on utility enterprise funds so infrastructure can be adequately maintained, restored, upgraded, and expanded.

STRATEGY 3 – Aggressively seek to capitalize on partnerships with Jackson County, the City of Medford, and the Oregon Department of Transportation to eliminate infrastructure deficiencies and build for the future.

STRATEGY 4 – Plan, design, and construct new public safety facilities (Police Station and East Side Substation) to meet the evolving needs of the community.

STRATEGY 5 – Continually invest in technology infrastructure that maximizes our efficiency and productivity.

**GOAL 6** - Meet the housing needs of Central Point residents and businesses.

STRATEGY 1 – Rely on the findings, policies, and implementation of the City’s Comprehensive Plan Population, Housing, and Economic Elements.

STRATEGY 2 – Collaborate on projects with agencies who specialize in providing affordable housing.

STRATEGY 3 – Pursue grant and/or Urban Renewal assistance in making housing affordable and accessible to residents.

STRATEGIC PRIORITIES

Community Engagement



Quality communication between government and its citizens and the business community is essential to proactive and responsive governance.

GOAL 1 - Build strong relationships between government and its citizens.

STRATEGY 1 – Regularly survey the needs and preferences of Central Point residents.

STRATEGY 2 – Utilize practical communication approaches to reach and engage as many community members as possible. Adapt approaches as preferences in the community change.

STRATEGY 3 – Communicate, collaborate, and partner with other governmental agencies, public and private enterprises to pool and/or leverage resources to achieve optimal outcomes for the community.

STRATEGY 4 – Develop ‘second-generation’ employees who share the current management philosophy of inter-government/inter-agency cooperation.

STRATEGY 5 – Maintain a safe community that is known for its compassionate outreach to citizens. Develop strategies to work with vulnerable populations compassionately.

STRATEGY 6 – Leverage community partnerships to increase public safety staffing, reduce crime rates per capita, and enhance community relations with the city.

STRATEGY 7 – Create a community that is welcoming to diverse populations.

GOAL 2 - Promote community and city government through volunteerism.

STRATEGY 1 – Offer internships for youth through partnerships with local businesses, governments, and schools.

STRATEGY 2 – Promote volunteer opportunities regularly. Maintain a database of volunteers and their interests to further this objective.

STRATEGY 3 – Partner with the Chamber of Commerce to continue events like “Denim and Diamonds” to celebrate local accomplishments and recognize volunteer efforts throughout the community.

STRATEGY 4 – Continue to embrace volunteerism through the Central Point Police VIPS Program.

STRATEGY 5 – Expand existing park and recreation volunteer programs to increase involvement in recreation programs, special events, and park maintenance. Work with School District 6 and other organizations to provide enhanced community service opportunities for our youth to be directly involved in park and recreation projects. Examine the potential of developing a citizen “adopt a park” program.

- ✓ **GOAL 3** - Keep the community informed about growth and what officials are doing to manage it.

STRATEGY 1 – Regularly post-growth statistics, planning boundary adjustments, public works project information on-line, and in newsletters.

STRATEGY 2 – Invite residents and businesses to participate in city planning processes.

STRATEGIC PRIORITIES

Community Culture



Culture is defined in the dictionary as the customs, arts, social institutions, and achievements of a particular social group or people, in this case, the Central Point Community.

- ✓ **GOAL 1** - Celebrate Central Point's unique identity and way of life through community events (public or privately sponsored), such as the 4th of July Parade, Community Christmas, Battle of the Bones, Battle of the Food Trucks, Made in Southern Oregon, the Cheese Festival, and include Expo events such as the Wild Rogue Pro Rodeo.

STRATEGY 1 – Continue to provide high-quality events that are historically recognized in the City of Central Point. When considering the addition of new events, staff and council should be thoughtful of existing partnerships, and prioritize quality over quantity.

STRATEGY 2 – Community events should be planned to enhance the family-friendly, safe, and small-town quality of life that is valued in Central Point. These events should also celebrate the unique cultural elements of our community.

STRATEGY 3 – Event programming should target a truly generational and varied audience that provides a welcoming atmosphere to all segments of the Central Point population.

- ✓ **GOAL 2** - Create opportunities for all segments of the population to enjoy Central Point places and events.

STRATEGY 1 – Plan events to accommodate and welcome people of all socio-economic status and ability levels. (In other words, disabilities and hardship should not prevent our citizens from enjoying these events. All are welcome).

STRATEGY 2 – Plan new and renovated park designs with forethought for accommodating all populations and needs. Be on the leading edge of parks and recreation inclusion! (All kids should have access to City parks regardless of disabilities whether seen or unseen).

STRATEGY 3 – Beginning with the city council and staff, Central Point should pride itself on civility in all of our public debates. Differences of opinion are welcome, but disagreement should never be a reason to treat others with disdain.

STRATEGY 4 – Ensure equitable access to safe and attractive parks and facilities that meet community needs. Offer high-quality recreation programs to all age groups, varied interests, and neighborhoods.

STRATEGY 5 – Continue to police the “Central Point Way” (approachable, reliable, dedicated to service, committed to excellence, friendly/small town).

STRATEGY 6 – Create and support public art that celebrates our community. Continue to collaborate with local businesses and schools to develop public art projects such as the mosaic project. Showcase local artists whenever possible. Use art to celebrate community diversity and multiculturalism.

 **GOAL 3** - Develop urban agriculture opportunities to connect farm to market in Central Point.


STRATEGY 1 – Maintain and enhance the viability of the artisan corridor through strategic investments, economic development programs, partnerships, and other tools to promote and leverage this unique cultural amenity to the community—Home of the World’s Best Cheese Makers!

STRATEGY 2 – Provide opportunities for the development of a local seasonal farmer’s market. Celebrate local wineries and other artisan products such as chocolate, etc.

STRATEGIC PRIORITIES

Responsible Governance



 **GOAL 1** - Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

STRATEGY 1 – Continually update the city’s long-term financial plan/strategy.

STRATEGY 2 – Work with partner agencies and stakeholders to eliminate redundancy and maximize efficiency in all areas.

STRATEGY 3 – Solicit support from partner agencies in our effort to maintain a robust financial position.

 **GOAL 2** - Invite Public Trust.

STRATEGY 1 – Be a trusted source of factual information.

STRATEGY 2 – Protect our customers/citizen s’ information in a responsible and legal manner.

STRATEGY 3 – Celebrate our successes and admit our mistakes.

STRATEGY 4 – Report biennially on the status/results of the 2040 strategic plan. Biennial reporting will provide an avenue for the city to “follow-up” when and where appropriate.

STRATEGY 5 – Communicate effectively and transparently with the public.



GOAL 3 - Strengthen our organization by investing in our human capital.

STRATEGY 1 – Training employees well enough so they can leave, treat them well enough so that they will stay.

STRATEGY 2 – Continue to invest in a tuition reimbursement program that offers personal and professional growth for our employees. (Expand the program to encourage courses to be taken at Rogue Community College and Southern Oregon University).

STRATEGY 3 – Promote higher levels of educational attainment throughout the entire organization by offering incentives and professional encouragement.



GOAL 3A - Hire and retain quality employees who are skilled, solution-oriented and people minded

STRATEGY 1 – Establish a competitive compensation (salary and benefits) package.

STRATEGY 2 – Evaluate applicants carefully based upon skill set, including technical and culturally complementary skills.

STRATEGY 3 – Recruit employees who we are familiar with from their valuable contributions to other regional cities or agencies.

STRATEGY 4 – Implement a comprehensive Leadership Development Program.

STRATEGY 5 – Maintain and seek appropriate accreditations for our Police Department, which demonstrate our professionalism and integrity.



GOAL 4 - Encourage and support the selection of seasoned policymakers for elected office.

STRATEGY 1 – Recommend Councilmember selection from established city commissions and committees (i.e., Planning and Parks Commissions, Citizens Advisory and Budget Committees).



GOAL 5 - Continue to develop and foster the city’s community policing program.

STRATEGY 1 – Build relationships with the community through interactions with local agencies, stakeholders, and members of the public, creating partnerships and programs for reducing crime and disorder.



STRATEGIC PRIORITIES

Economically Vibrant



✓ **GOAL 1** - Manage growth to provide a timely and orderly provision of facilities and services to serve existing and new development.

✓ **GOAL 2** - Build upon past success to further the purpose of promoting downtown revitalization and renewal.

STRATEGY 1 – Expand the Central Business District improvements east to 10th Street and on Front Street (Highway 99) through Urban Renewal.

STRATEGY 2 – Invest in Façade Improvements through the Urban Renewal Façade Improvement Grant Program that results in physical improvements to buildings in the downtown that will create lasting value for the community in terms of both physical appearance and tax increment benefit while offsetting cost for the business owner. Priority should be given to projects that generate more significant public benefit and/or reflect the historic character of the Central Business District.

STRATEGY 3 – Partner with the Chamber of Commerce and the local business community to promote Central Point businesses (Buy Local, Live Local Campaign).

STRATEGY 4 – Promote destination business development through partnerships with the Chamber of Commerce and the local business community.

✓ **GOAL 3** - Connect the east and west sides of Central Point to provide a sense of community cohesion despite the physical barrier imposed by Interstate 5.

STRATEGY 1 – Expand the Urban Renewal District to include CP-3 and Beebe Farms property.

STRATEGY 2 – Through Urban Renewal master plan east side development north of East Pine Street, including newly added lands in CP-3 and Beebe Farms. The subject properties should be considered a Gateway to the Eastside TOD, the Jackson County EXPO, and the UGB.

STRATEGY 3 – Plan, design and construct bicycle, pedestrian and aesthetic improvements to the Pine Street Overpass in cooperation with ODOT.

STRATEGY 4 – Plan and construct transit stops for the new ‘City Circulator’ in cooperation with the Rogue Valley Transportation District (RVTD).



GOAL 4 - Attract unique and quality businesses to the City of Central Point.

STRATEGY 1 – Develop an Economic Development toolkit to incentive quality development and business investment.

STRATEGY 2 – Implement an Economic Development program in Central Point where the City is a partner and leader in managing growth that aligns with the community’s preferred vision for its future.

STRATEGY 3 – Work with partners and stakeholders to develop a City of Central Point marketing campaign.

STRATEGY 4 – Promote workforce and affordable housing necessary to meet the needs of current and future residents through user-friendly, reasonable regulations, efficient land development review process, and incentive programs that provide partial or full tax abatements, SDC payment deferral and/or credits or waivers, public/private partnerships, etc. (refer to Community Investment Goal 6).



GOAL 5 - Support business development and entrepreneurship.

STRATEGY 1 – Update home occupation regulations to support home-based business growth by allowing one employee that is not related to or living at the home.

STRATEGY 2 – Promote the development of flex space to support small business incubation and transition of successful home-based business to brick and mortar locations.

STRATEGY 3 – Promote innovation and trades by eliminating barriers in development codes.



GOAL 6 - Seek opportunities to invest in local agricultural business and development.

STRATEGY 1 – Research and analyze programs developed by other communities that capitalize/maximize on local agricultural investment.





City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		Finance
FROM:	Steven Weber,	
MEETING DATE:	September 17, 2020	
SUBJECT:	Resolution No. _____, A Resolution to provide Economic Support to the Central Point Community During the COVID-19 State of Emergency, Establishing the CARES Act Community Support Grant Program	
ACTION REQUIRED:	Resolution	RECOMMENDATION:
		Approval

BACKGROUND INFORMATION:

Economic hardship has been felt across the country as a result of the COVID-19 pandemic. As a result, on March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) which, among other things, established the Coronavirus Relief Fund (CRF) and appropriated \$150 billion to be used to make payments for specified uses to states and certain local governments. Subsequently, on June 22, 2020, the City entered into an intergovernmental agreement with the State of Oregon Department of Administrative Services (DAS) for the City's allocation of CRF resources in the amount of \$550,024.36. Funds have been used to reimburse the City for eligible expenditures incurred for materials and services in responding to the public health and safety measures implemented at City facilities. City staff has identified the needed community assistance in the area of rent and utility assistance, childcare program assistance, and food assistance. Recently, staff met with organizations that have been providing needed services to the community that has been affected by the COVID-19 pandemic about possible partnerships with the City utilizing the City's allocation of CARES Act funding. The accompanying resolution establishes the CARES Act Community Support Program and designates the initial distribution of grant program funds to local organizations.

FINANCIAL ANALYSIS:

A supplemental budget will be presented at a future City Council meeting at the conclusion of the grant program.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____ a resolution to provide economic support to the Central Point community during the COVID-19 state of emergency; establishing the CARES Act community support grant program

ATTACHMENTS:

1. RESO CARES Act Community Grant Program

RESOLUTION NO. _____

A RESOLUTION TO PROVIDE ECONOMIC SUPPORT TO THE CENTRAL POINT
COMMUNITY DURING THE COVID-19 STATE OF EMERGENCY; ESTABLISHING
THE CARES ACT COMMUNITY SUPPORT GRANT PROGRAM

Recitals:

- A. The novel coronavirus (“COVID-19) is a highly contagious respiratory disease that can lead to serious and sometimes fatal illness. On March 11, 2020 the World health Organization declared COVID-19 a pandemic, acknowledging the virus will likely spread to all countries around the world.
- B. On March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency. Oregon Governor Kate Brown issued a series of executive orders, beginning March 8, 2020, responding to a growing number of cases in Oregon. On March 23, 2020, Governor Brown issued Executive Order 20-12, the Stay Home, Save Lives Order, ordering Oregonians to stay at home, closing specified retail businesses, requiring social distancing of at least six feet for any person not an immediate family member when individuals need to leave their homes, adding restrictions for other public and private facilities, closing state government buildings, imposing requirements for outdoor recreation, travel and licensed childcare facilities, and including enforcement provisions. On April 7, 2020, the Governor issued an executive order extending school closure through the end of the 2020 school year.
- C. On May 14, 2020, the Governor replaced the Stay Home, Save Lives Order, and in its place established a phased, regionally-tailored framework for reopening the state (Executive Order 20-25), and required compliance with future Oregon Health Authority (OHA) guidance. The reopening framework keeps in place a majority of the restrictions set forth in the Stay Home, Save Lives Order, but relaxes the restrictions on local gatherings and allows certain business sectors to reopen in counties that meet the Governor’s reopening criteria. Jackson County was approved for Phase 1 reopening on May 15, 2020, and for Phase 2 reopening on June 5, 2020.
- D. On June 5, 2020, the Governor replaced Executive Order 20-25 with Executive Order 20-27 (EO 20-27), which sets forth baseline requirements to apply statewide for a phased reopening. The Order provides for a phased, data-driven and regionally tailored approach. EO 20-27 also provided that OHA would issue guidance documents with the Governor’s direction or approval, and that such guidance is enforceable under ORS 431A.005 and ORS 401.990, in addition to any other penalty that may be imposed under applicable laws. OHA subsequently issued Statewide Mask, Face Shield, Face Covering Guidance, requiring masks, face shields, or face coverings to be worn and provided at

businesses or indoor or outdoor spaces open to the public, with specified exceptions.

- E. Disruptions to individuals and small businesses resulting from the COVID-19 pandemic and Executive Orders are serious, as small businesses are the backbone of our economy and provide the foundation of employment, services for the community, and revenue for cities and other public agencies to continue to provide essential services for the public welfare and benefit.
- F. Disruptions to the lives of community members have been serious as well. Many community members have lost their primary source of income and are unable to support themselves or their families. There are households in the City that could lose safe and reliable housing as a result of COVID-19 related economic effects, including under-employment.
- G. Accordingly, resources are necessary to help small businesses survive, to provide rent and utility assistance to households that cannot make ends meet, to support childcare providers to assist in maintaining a healthy workforce as well as to provide an option to working parents during the upcoming distance learning school year, and to better serve vulnerable populations within the community with public aid.
- H. On March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) (PL 116-136) which, among other things, amended Section 601(a) of the Social Security Act, established the Coronavirus Relief Fund, and appropriated \$150 billion to the Fund to be used to make payments for specified uses to state and certain local governments.
- I. Coronavirus Relief Fund resources may only be used to cover costs (“Eligible Expenditures”) that:
 - 1. Are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
 - 2. Were not accounted for in the budget most recently approved as of March 27, 2020; and
 - 3. Were incurred during the period that begins March 1, 2020 and ends on December 30, 2020.
- J. Guidance issued by the U.S. Treasury Department indicates that Eligible Expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or

other materials, supplies and equipment needed to safely operate following a COVID-19 related closure.

- K. The State of Oregon allocation of Coronavirus Relief Fund resources has been designated to reimburse certain additional local governments in the state for specified expenditures through contracts administered by the State of Oregon Department of Administrative Services (the “State Fund”).
- L. The City entered into an Intergovernmental Agreement with the State of Oregon Department of Administrative Services regarding the City’s allocation from the State Fund, which must be used for Eligible Expenditures incurred for the period March 1, 2020 through December 30, 2020 (the “Grant Funds”). The total amount allocated to the City from the State Fund is \$550,024.36.
- M. The City intends to allocate \$300,000 of the Grant Funds to organizations that have existing connections and administrative capacity to provide individual grants to individuals or families that have Eligible Expenditures and can meet the obligation of the Fund.

The City of Central Point resolves as follows:

Section 1.

A CARES Act Community Support Program (the “Grant Program”) is established for the City of Central to allocate funds in compliance with the CARES Act to support community hardship and added expenses caused by or resulting from COVID-19

Section 2.

The City manager is authorized to allocate Grant Program funds, consistent with the guidelines for allocation and the City’s agreement with State of Oregon Department of Administrative Services, as follows:

- A. \$50,000 to Kid Time Children’s Museum for the childcare program in partnership with School District #6;
- B. \$50,000 to YMCA for the childcare program in partnership with School District #6;
- C. \$50,000 to St. Vincent de Paul for rental and utility assistance for Central Point residents;
- D. \$50,000 to Family Nurturing Center for assistance to Central Point families in need;
- E. \$50,000 to Central Point Development Commission for matching grant funds to support the City’s Emergency Small Business Assistance Grant Program;
- F. \$20,000 to RVCOG for the Food & Friends/Senior Meals program;
- G. \$7,500 to Jackson County 4-H Junior Livestock Auction to support Central Point area 4-H members as a result of the cancellation of the Jackson County Fair;
- H. \$22,500 in reimbursement funds for additional childcare programs

Section 3.

To quickly and efficiently mitigate economic damage to the Central Point community, the City Manager may further allocate and distribute any Grant Program funding with the support and guidance of City staff to achieve the following goals:

- A. Small business stabilization and support;
- B. Rental and utility assistance to individuals;
- C. Assistance and support to childcare organizations; and
- D. Assistance and support to vulnerable populations through established nonprofit agencies.

All grant assistance must be related to expenses and increased costs incurred as a result of COVID-19, consistent with the CARES Act requirements and the City's agreement with State of Oregon Department of Administrative Services.

Section 4.

The City Manager may authorize allocations and approve each individual Grant Program funding agreement in an amount up to \$150,000 which is consistent with the procurement provision of Central Point Code 2.40 – Public Contracting.

Section 5.

All City Grant Program funding distribution to sub-recipients will follow the guidelines issued from the U.S. Treasury Department and State of Oregon Department of Administrative Services.

Section 6.

The City Manager will provide regular updates to Council on the planned allocation of Grant Program funds. If additional funds are allocated to the City, this Grant Program may be extended to include those additional funds, or other grant programs may be created to allocate those additional funds.

Passed by the Council and signed by me in authentication of its passage this 10th day of September 2020.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: RESO CARES Act Community Grant Program [Revision 1] (1310 : CARES Act Community Support Grant Program)



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		Finance
FROM:	Steven Weber,	
MEETING DATE:	September 17, 2020	
SUBJECT:	Resolution No. _____, A Resolution Authorizing Staff to Seek Debt Financing that will Finance the Construction of the New Parks and Public Works Operations Facility	
ACTION REQUIRED:	Resolution	RECOMMENDATION:
		Approval

BACKGROUND INFORMATION:

At the January 24, 2019, City Council meeting Resolution No. 1564 was approved to purchase property located at South Haskell and Ash Street in Central Point, Jackson County Assessor's Map No. 372W10AD Tax Lots 700 and 798 to be developed as the site of the new City Parks and Public Works Operations Facility. The purchase closed on July 2, 2019.

At the June 25, 2020, City Council meeting Resolution No. 1630 was approved to accept the qualified based selection process for the design and build of the new Parks and Public Works Operations Facility from S&B James Construction, Inc.

City staff is seeking Council direction to seek debt financing for the construction of the new Parks and Public Works Operations Facility. City staff has been closely monitoring interest rates since early 2019 with a target of fall/winter 2020 to complete financing. Due to the COVID-19 pandemic, municipal tax-exempt borrowing rates have remained very low; based on market-rate update received from Washington Federal on August 18, they range from 2.06% to 2.32% (depending on the length of term and rate reset dates).

A subsequent resolution will be brought to Council at a future date with the exact terms and structure of the debt financing.

FINANCIAL ANALYSIS:

The project was budgeted for in the 2019-21 City of Central Point biennial budget (water fund, street fund, stormwater fund, and park fund). Debt service payments will be budgeted for in the corresponding future in future biennial budgets.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____ a resolution authorizing staff to seek debt financing that will finance the construction of the new Parks and Public Works Operation Facility.

ATTACHMENTS:

1. RESO Debt Financing Parks & Public Works Operations Facility

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING STAFF TO SEEK DEBT FINANCING THAT WILL FINANCE THE CONSTRUCTION OF THE NEW PARKS AND PUBLIC WORKS OPERATIONS FACILITY

RECITALS:

- A. The City finalized the purchase of real property located at South Haskell and Ash Street in Central Point in July 2019 for the purpose of constructing a new Parks and Public Works Operations Facility.
- B. At the June 25, 2020, City Council meeting Resolution No. 1630 was approved by Council accepting the qualified based selection process for the design and build of the new Parks and Public Works Operations Facility from S&B James Construction, Inc.
- C. Staff seeks direction from the Council authorizing staff to seek debt financing to finance the construction of the new Parks and Public Works Operations Facility.

The City of Central Point resolves as follows:

Section 1. Council directs staff to seek debt financing to finance the construction of the new Parks and Public Works Operations Facility.

Passed by the Council and signed by me in authentication of its passage this 10th day of September, 2020.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: RESO Debt Financing Parks & Public Works Operations Facility [Revision 1] (1309 : Parks and Public Works Operation Facility



City of Central Point **Staff Report to Council**

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Attorney
FROM:	Sydnee Dreyer, City Attorney		
MEETING DATE:	September 17, 2020		
SUBJECT:	Resolution No. _____, A Resolution Declaring an Emergency in the City of Central Point and Adopting Measures to Prevent, Minimize, Respond to or Recover from the Wildfire Emergency		
ACTION REQUIRED:	Motion Resolution	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

ORS 401.305 and Central Point Emergency Operations Plan (“EOP”) provide authority for the City of Central Point to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during the time of emergency.

There are currently multiple active fires in Jackson County resulting in the evacuation of a significant number of county residents, a Red Cross facility being opened at the Jackson County Expo and an emergency declaration for the entire County.

Governor Brown declared a state of emergency in the state of Oregon on August 19, 2020 and a federal emergency disaster declaration for the state of Oregon was approved due to continued wildfires on September 10, 2020.

The foregoing circumstances require a coordinated response beyond that which occurs routinely, and the required response cannot be achieved solely with the added resources acquired through mutual aid or cooperative assistance agreements. The City of Central Point can take steps to help mitigate and avoid some of the most drastic consequences of the fire and evacuations through actions that result in the assistance of sheltering evacuees and providing hygiene resources.

The foregoing circumstances have the potential to affect all of the territory within the City limits and are anticipated to remain in effect for a significant period of time.

FINANCIAL ANALYSIS:

Adopting a declaration of emergency will allow the City to seek state/federal assistance for

significant overtime expenditures to deal with the fires.

LEGAL ANALYSIS:

The City Council has legal authority to declare that a local emergency exists under Chapter 401, and as acknowledged in the City's Emergency Operations Plan.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Not applicable.

STAFF RECOMMENDATION:

Approve resolution declaring an emergency due to wildfires.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution declaring an emergency in the City of Central Point and adopting measures to prevent, minimize, respond to or recover from the wildfire emergency.

ATTACHMENTS:

1. RESO - Declaration of Emergency Wildfires

RESOLUTION NO. _____

**A RESOLUTION DECLARING AN EMERGENCY IN THE CITY OF CENTRAL POINT
AND ADOPTING MEASURES TO PREVENT, MINIMIZE, RESPOND TO OR
RECOVER FROM THE WILDFIRE EMERGENCY**

RECITALS:

- A. ORS 401.305 and Central Point Emergency Operations Plan (“EOP”) provide authority for the City of Central Point to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during the time of emergency.
- B. There are currently multiple active fires in Jackson County resulting in the evacuation of a significant number of county residents, a Red Cross facility being opened at the Jackson County Expo and an emergency declaration for the entire County.
- C. Governor Brown declared a state of emergency in the state of Oregon on August 19, 2020.
- D. Members of Oregon’s Congressional delegation and FEMA announced that an emergency disaster declaration for the state of Oregon has been approved due to continued wildfires as of September 10, 2020.
- E. The foregoing circumstances require a coordinated response beyond that which occurs routinely, and the required response cannot be achieved solely with the added resources acquired through mutual aid or cooperative assistance agreements.
- F. The City of Central Point can take steps to help mitigate and avoid some of the most drastic consequences of the fire and evacuations through actions that result in the assistance of sheltering evacuees and providing hygiene resources.
- G. The foregoing circumstances have the potential to affect all of the territory within the City limits.
- H. The foregoing circumstances are anticipated to remain in effect for a significant period of time.

The City of Central Point resolves as follows:

Section 1. It is declared that a state of emergency now exists in the City of Central Point, encompassing all of the area within the City limits.

Section 2. The City Manager is hereby authorized to take such actions and issue such orders as are determined to be necessary to protect the public and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency as described in ORS Chapter 401 and the EOP.

Section 3. The City shall take all necessary steps authorized by law to coordinate response and recovery from this emergency, including, but not limited to, requesting assistance and potential reimbursements from the State of Oregon and the appropriate federal and county agencies, and it is declared that the City of Central Point has expended all appropriate and available resources.

Section 4. Emergency procurements of goods and services are authorized pursuant to ORS 2798.080, ORS 279C.335(6), ORS 279.380(4), and all other applicable rules.

Section 5. The City Manager may enter into mutual aid agreements between the County, the City and other cities within the County or neighboring counties for the support of the activities of the City or these other jurisdictions during this declared state of emergency provided that the City, under such a mutual aid agreement entered into by the City Manager, may not assume control over non-City of Central Point personnel, equipment or resources.

Section 6. This declaration is effective on September 17, 2020 at 7:00 p.m. and shall remain in effect until October 1, 2020 unless superseded sooner.

Section 6. This declaration of emergency may be extended in two-week increments so long as wildfires continue to pose an on-going, immediate, and substantial threat to life, safety, health, or property in the City of Central Point.

Section 7. The City Council grants the City Manager authority to extend the declaration of emergency, to be ratified by Council at subsequent regularly scheduled Council meetings.

Passed by the Council and signed by me in authentication of its passage this 17th day of September, 2020.

Mayor Hank Williams

ATTEST:

City Recorder

City of Central Point, Oregon
140 S 3rd Street, Central Point, OR 97502
541.664.3321 Fax 541.664.6384
www.centralpointoregon.gov



Administration Department
Chris Clayton, City Manager
Deanna Casey, City Recorder
Elizabeth Simas, Human Resource Director

**APPLICATION FOR APPOINTMENT TO
CITY OF CENTRAL POINT COMMITTEE**

Name: Brad Cozza Date: August 27, 2020

Address: ████ North Haskell Street, Ap ██████ ██████, Central Point, Oregon 97502

Home Phone: - Business Phone: - Cell Phone: ████████████████████

Fax: - E-mail: Bradley.Cozza@████████.com

Are you a registered voter with the State of Oregon? Yes No

Are you a city resident? Yes No If Yes, How long: Jan. 22, 2020

Which committee(s) would you like to be appointed to: *(Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)*

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

- Budget Committee: Meetings vary in April Bi-Annually
- Citizens Advisory Committee: 2nd Tuesday of quarterly
- Planning Commission: 1st Tuesday of each month
- Parks and Recreation Committee/Foundation: Meeting dates vary

Employment, professional, and volunteer background:

Please see resume included herein

Community affiliations and activities:

Please see resume included herein

Previous City appointments, offices, or activities:

None with the City of Central Point

Attachment: Brad Cozza PC Application_Redacted (1315 : Planning Commission Appointment)

Brad Cozza

██████████ North Haskell Street, ██████████ ██████████ • Central Point, Oregon 97502
 ██████████ • Bradley.Cozza@██████████

Employment Experience

- Operations Supervisor**, Rogue Valley-International Medford Airport, Medford, Oregon February 2020 - Present
- Ensure the safety of airfield operations and compliance with Federal regulations through regular inspections
 - Research, develop, and communicate policies and procedures to further safety and ensure regulatory compliance
- Airport Director**, Indianapolis Executive Airport, Zionsville, Indiana July 2016 - January 2020
- Facilitated two-way communication with lessees, aviators, contractors, and the community
 - Coordinated maintenance, improvements, and development in accordance with the master, capital, and strategic plans
- Airport Manager**, Jasper County Airport, Rensselaer, Indiana May 2013 - July 2016
- Performed financial accounting in accordance with the daily, monthly, and annual operation of a \$400,000 budget
 - Connected with the communities served through welcoming hospitality, civic presentations, and student tours

Community Involvement

- President's Special Recognition**, Aviation Indiana October 2019
- Early Career Award**, Purdue University Polytechnic Institute April 2019
- Board of Directors**, Westfield Washington Education Development Foundation June 2018 - January 2020
- Graduate**, Zionsville Fire Department Citizens Fire Academy March 2018 - April 2018
- Graduate**, Hamilton County Leadership Academy August 2017 - June 2018
- Graduate**, Hamilton County Sheriff's Office Citizens Academy August 2017 - November 2017
- Board of Directors/Secretary**, Aviation Indiana October 2016/October 2018 - January 2020
- **Board of Directors/Secretary**, Scholarship Fund Incorporated April 2015 - January 2020
 - **Chair**, Scholarship Committee January 2015 - January 2020
- Rotarian of the Year**, Rensselaer Rotary Club June 2016
- Board of Directors**, Greater Rensselaer Chamber of Commerce January 2016 - June 2016
- Vice-Chair**, Jasper County Local Emergency Planning Committee December 2015 - June 2016
- Graduate**, Jasper County Community Leadership Program September 2015 - May 2016
- Member**, Rensselaer Park Board/Community Recreational Development Corporation August 2015 - June 2016
- Board of School Trustees**, Rensselaer Central Schools Corporation July 2015 - June 2016
- Certified Member Accreditation (C.M.)**, American Association of Airport Executives (AAAE) May 2012 - Present

Education

- Purdue University**, West Lafayette, Indiana
- Master of Science in Aviation and Aerospace Management, May 2013
- Bachelor of Science in Aviation Technology, May 2012
- Major: Aviation Management Minor: Organizational Leadership and Supervision

Central Point Committee Application
Page 2

* Please see typed answers
on next page. *

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature: [REDACTED]

Date: August 27, 2020

Brad Cozza

█ North Haskell Street, Apartment █ • Central Point, Oregon 97502
 █ • Bradley.Cozza █

1. Please explain why you are interested in the appointment and what you would offer to the community.

*Grateful for your consideration of my interest in serving aboard the Planning Commission, I have enjoyed serving previously on school, park, chamber, and industry boards due to my civic interest. With the communities from which I recently relocated among the fastest growing in Indiana, not only was community planning thoroughly debated at the City Council and Planning Commission meetings that I enjoyed attending, but also, I had the professional opportunity to partake in a compatible land use study. Together, these experiences and my civic interest underlie my interest in serving aboard the Planning Commission, and motivated **not** by a grievance or agenda, I offer an unbiased willingness to listen, learn, and serve.*

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

Although I am new to the community, two challenges stood out as I researched relocating to Central Point from Central Indiana for a new career opportunity at Rogue Valley International-Medford Airport. First, the demand for affordable lodging exceeds the supply, and second, how does a growing community balance responsible growth with its current character. In the absence of an easy answer to either, I restate my unbiased willingness to listen, learn, and serve.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

Appreciative of Mr. Humphrey's sharing this opportunity with me, thank you, again, for your consideration of my interest in serving aboard the Planning Commission, and with my resume included herein, please do not hesitate to reach out if I may assist further.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

*I do **not** anticipate that any conflicts of interest will arise if appointed to the Planning Commission.*