

# CITY OF CENTRAL POINT

*Oregon*

City Council Meeting Minutes  
Thursday, October 14, 2021

## 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	
Taneeea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Riley McGraw; Planning Director Stephanie Holtey; Construction Services Supervisor Greg Graves; IT Manager Jason Richmond; Environmental Services/Gis Coordinator Mike Ono; Police Captain Dave Croft (Remote); Police Captain Scott Logue; Accounting Business Services Coordinator Rachel Neuenschwander.

## IV. PUBLIC COMMENTS - None

## V. CONSENT AGENDA

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

### A. Approval of September 23, 2021 City Council Minutes

### B. IT Staff Report Elimination of Technology Surplus Items

City Manager Chris Clayton advised the council that the Technology Department would like to surplus a large amount of old technology equipment that the city no longer needs. Melody Thueson is interested in items that the schools could use for students to take apart.

## VI. ORDINANCES, AND RESOLUTIONS

A. **Resolution No. \_\_\_\_\_, Accepting the Lowest Responsible Bid from Knife River Materials Inc. for the Highway 99 Streetscape Project and Authorizing the City Manager to Execute a Contract**

Construction Services Supervisor Greg Graves presented the bid proposal from Knife River Materials Inc. for the Hwy 99 Streetscape Project. The school crossing at Crater High School and Crater Works, project included sidewalk and stormwater improvements and flashing crossing lights.

There was a question of the timeline of the project, and the project will be starting mid November and is to be completed by January 31, 2022. Council was concerned over the re-allocation of funds. With the re-allocation, only \$100,000 will be contributed by the Development Commission. The remainder will come from the Street Infrastructure line item.

Council was concerned of the bid differences for the obstruction and building removal. Greg stated that contractors will move fund around on a project, and the difference is not suspicious to him.

**Kelly Johnson moved to approve Resolution 1685, Accepting the Lowest Responsible Bid from Knife River Materials Inc. For the Highway 99 Streetscape Project and Authorizing the City Manager to Execute a Contract.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Rob Hernandez, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

B. **Resolution No. \_\_\_\_\_, a Resolution approving property exchange agreement – Bear Creek Greenway – with Jackson County.**

City Manager Chris Clayton presented the council with a resolution approving a property exchange agreement - Bear Creek Greenway - with Jackson County. Currently, Jackson County owns a number of parcels within the Bear Creek Greenway that are located within City limits. The City seeks to take ownership of all such properties within the Bear Creek Greenway, that are in City limits, to better enable the City to maintain and manage Greenway properties. In particular, taking over ownership of these properties would allow the City to more consistently maintain not only the land which contains the multi-use path, but also those undeveloped areas which abut the multi-use trail. Additionally, taking ownership of the above-described Jackson County parcels will allow Central Point to annex the property into our boundaries (city limits and urban renewal boundary). Adding the property to our urban renewal boundary will create an alternate funding source to assist with completing the development and construction of our conceptual design. Mr. Clayton stated that the City is not being charged for the transfer of the property, there will be title costs that the city will be paying. After the agreement is approved it will need to go to the board of commissioners as well.

There was discussion over parcels not being inside City limits, maintenance, and environmental issues and costs to the city. The properties are outside city limits but

they are in the urban growth boundary and they will be annexed in the City. With control and ownership of the land the city of Central Point will better to be able to maintain these lands, and the city implemented the fee of \$0.65 per month that will help cover the maintenance costs. The fee will not fund the conceptual design that was put together for future improvements, that is why it has been added to urban renewal to leverage those funds to make those improvements. The environmental costs would be the cities issues, but with the fires that have been out there and some assistance with FEMA, as well as the Army Core of Engineers, Oregon Fish and Wildlife being involved and willing to make improvements to help the habitat recover, that if we ran into issues those agencies would assist the city, as well as Brownfield funds being available.

**Melody Thueson moved to approve Resolution No. 1686, a Resolution approving property exchange agreement - Bear Creek Greenway - with Jackson County**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Melody Thueson, Ward III
<b>SECONDER:</b>	Rob Hernandez, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

- C. **Resolution No. \_\_\_\_\_, a Resolution approving property exchange agreement – Bear Creek Greenway – with the City of Medford and authorizing the City Manager to execute same.**

Currently, the City of Medford owns approximately 13.91-acre parcel of land within the Bear Creek Greenway that is located within City limits. The City of Central Point seeks to take ownership of all such properties within the Bear Creek Greenway, that are in City limits, to better enable the City to maintain and manage Greenway properties. In particular, taking over ownership of these properties would allow the City to more consistently maintain not only the land which contains the multi-use path, but also those undeveloped areas which abut the multi-use trail. The transfer of this parcel would be subject to an easement for the benefit of Medford for future stormwater detention facilities on the Medford side of Bear Creek. Additionally, taking ownership of the property currently owned by the City of Medford will allow Central Point to annex the land into our boundaries (both city limits and urban renewal district). Adding this land to our urban renewal district boundary provides a significant funding source for the future development and construction of our Bear Creek Greenway concept.

**Michael Parsons moved to approve Resolution No. 1687, a Resolution approving property exchange agreement - Bear Creek Greenway - with the City of Medford and authorizing the City Manager to execute the same.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Parsons, At Large
<b>SECONDER:</b>	Kelley Johnson, Ward II
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

- D. **Resolution No. \_\_\_\_\_, a Resolution approving an assignment of water rights between City, Wild River Orchards, Inc. and Del Rio Vineyards, LLC and authorizing the City Manager to execute same.**

City Attorney Riley McGraw presents the resolution of water rights between the City and Wild River and Del Rio entered into a Real Estate Sales Agreement dated July 30th, 2021, whereby Wild River has agreed to sell the subject property to Del Rio. After closing, the Parties will cooperate with each other such that a Water Services Contract in the name of Del Rio will be issued by the Bureau of Reclamation to replace Contract No. 059E101522 (the "Replacement Contract for Water Services"). Under the Contract for Water Services, the City will remain obligated to reimburse Del Rio for the yearly charges associated with the Replacement Contract for Water Services for years 2021 through 2045.

**Rob Hernandez moved to approve Resolution No. 1688, a Resolution approving an assignment of water rights between City, Wild River Orchards, Inc. and Del Rio Vineyards, LLC and authorizing the City Manager to execute the same.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Rob Hernandez, At Large
<b>SECONDER:</b>	Tanea Browning, Ward IV
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

## VII. BUSINESS

### A. Planning Commission Report

Planning Director Stephanie Holtey stated that the Central Point Planning Commission, met at their regular meeting on October 5, 2021. There were two (2) discussion item on the agenda regarding cottage housing as a new housing type and to discuss a minor amendment to the Transportation System Plan Project No. 230. At the conclusion of the meeting, updates were given on development and the City's floodplain management program.

Transportation project at Scenic and 99, north of Twin Creeks, the Seven Oaks crossing is now closed, only a few properties were served by this. Before the County allowed the City to close that we had to compensate the properties owners, we had to pay for the closing of the crossing, and we also agreed that within 10yrs of opening the crossing we would need to improve the crossing at Scenic and 99. Oregon Department of Transportation (ODOT) let the city know that this is a very dangerous intersection, the projects qualifies for the ARTS program, the actual project is 3. Million and the City will put in 1. million. The City of Central Point took jurisdictional control of Hwy 99. The City has control of the a little north of Orth Dr, one of the questions at the planning commission ODOT is changing the number of

lanes, how effective is the road diet for the intersections, what happens in evacuation level traffic, one lane in each direction with a center turn lane vs two lanes.

Concerns on the funding, if the City didn't agree with the road diet. ODOT would still continue on with the road diet it would just start further north of the intersection. ODOT is taking on the financial burden for this project and it would be beneficial for the City and a cost savings.

**RESULT: FOR DISCUSSION ONLY**

#### **B. Annual Storm Water Quality Report**

Mike Ono Environmental GIS Coordinator presented the annual storm water quality report, The City assumed administration and oversight over the Storm Water Quality program from Rogue Valley Sewer Services (RVSS) in early 2019. Each year since Public Works has performed an annual review of our Storm Water Quality Program. The programs that the City participates in are the Bear Creek Stewardship Day Along the Greenway at Pine Street, Salmon Watch, Arbor Day (Tree City USA Program), Leaf Collection in the City partnered with Rogue Disposal.

City has been approved (not yet issued) to become an agent of DEQ, for getting a 1200CN Permit. This will allow the city to issue Erosion and Sediment Control Permits to developers, currently developers have to go to DEQ for the permit. This will benefit the developers, with quicker response time, and will provide the city with additional revenue.

The Council inquired of the swale design standards, and who gets to decide what is put in. There is a standard on how much soil, and the type of plants that can be planted. The differences are from the choices of the design could be related to cost, and what the preference is of the property owner.

**RESULT: FOR DISCUSSION ONLY**

### **VIII. MAYOR'S REPORT**

Mayor Hank Williams reported that: He attended the TRADCO meeting.

### **IX. CITY MANAGER'S REPORT**

Chris Clayton reported that:

- Park Restrooms normally are closed 11/1, asking for permission to close Pfaff park restroom immediately with some of the vandalism that has been occurring on a regular basis.
- Reported on the W Pine St project, planning for the future to improve W Pine, struggling on cost escalation, working with ODOT to minimize the improvements to control the cost; at the MPO technical advisory committee meeting with the help of Stephanie Holtey we were able to get additional funds awarded to the project.
- He and Steve Weber met with Pacific Power regarding the Franchise Agreement.

- HR has completed a comprehensive salary survey for the management team.
- He attended the TRADCO meeting.
- Changes in Finance Staffing, at the next Council meeting there will be an introduction in all new staff with the City. There was a retirement in finance and the city will not be hiring a replacement, reallocating some duties, and some existing employees may receive extra for taking on more duties.
- Halloween Decorations are up downtown.
- Next week Dave Jacobs and he will be meeting with the Senior Center regarding selling the facility.
- He was contacted by Larry Martin who is going to be asking the council for a letter of support for a canal project rogue river valley irrigation.
- The Medium range weather forecast that we are going to get significant amount of rain Oct 20-24th a fair amount of flooding.

#### **X. COUNCIL REPORTS**

Council Member Tanea Browning reported that:

- She attended League of Oregon Cities meetings.
- She attended the Medford Water meeting.
- The Women's caucus had its first ever nomination committee meeting.
- She will be attending League of Oregon Cities annual meeting next week.
- She announced that there is a free afterschool program at Skyrman arboretum and Old Upton Creekside delivered by Direct Involvement Recreation Teaching.
- She announced that the eagle scout project that started in 2019 to make period appropriate furniture for the cabin at Skyrman Arboretum is nearly complete.
- DIRT is exploring the possibility of hosting a holiday stroll in the arboretum, pending DIRT staff availability .
- She would love to see how DIRT can coordinate with the City to help meet the storm water requirements and creative ways to educate the community in a passive manner.

Council Member Rob Hernandez reported that:

- He attended the kickoff meeting for the Shared Community Center via Zoom.
- He attended the SOREDI Board Meeting Tuesday via Zoom.

Council Member Mike Parsons reported that:

- He attended the Local Public Safety Coordinating Council Meeting as a citizen observer.
- He attended the Planning Commission Meeting
- He attended the Jackson County Council Against Domestic Violence & Sexual Violence event. October is Domestic Violence Awareness Month.

- He attended the Citizens Advisory Committee Meeting.

Council Member Melody Thueson reported that she attended School Board meeting, current news on schools they are now hiring substitutes out of high school.

Council Member Neil Olsen reported that he attended the Planning Commission Meeting.

County Commissioner Dave Dotter reported that the airport is putting in for a state grant to create and Aviation education and training center to provide vocational training.

#### XI. DEPARTMENT REPORTS

Planning Director Stephanie Holtey reported that:

- The Community Advisory Committee meeting went well.
- Monday night Cottage Housing tour, leaving City Hall around 4:30 and it takes 20min to get to the first location

Captain Scott Logue reported that:

- The new hires they have a couple of lateral officers that are progressing very nicely.
- This weekend is the annual charity softball tournament starts Friday night at 5:30.

IT Director Jason Richmond reported that they are exploring a new security camera vendor to add some new cameras to help with the vandalism in the parks.

#### XII. EXECUTIVE SESSION

#### XIII. ADJOURNMENT

Melody Thueson moved to adjourn the meeting. Kelly Johnson seconded. All said Aye and the meeting was adjourned at 8:36p.m.

The foregoing minutes of the October 14, 2021, Council meeting were approved by the City Council at its meeting of October 28, 2021.

Dated: 10/28/21

  
Mayor Hank Williams

ATTEST:

