

# CITY OF CENTRAL POINT

*Oregon*

## City Council Meeting Minutes Thursday, January 12, 2023

### 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 (Remote); City Attorney Sydnee Dreyer; Parks and Public Works Director Matt Samitore; Planning Director Stephanie Holtey; IT Director Jason Richmond (Remote); Finance Director Steve Weber, and City Recorder Rachel Neuenschwander

### IV. PUBLIC COMMENTS

Helen Hull - Crater School of Business student spoke to the Council on the updates at Crater High School.

### V. CONSENT AGENDA

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

A. **Approval of December 15, 2022 City Council Minutes**

B. **2023 Re-appointments to Committees and Commissions**

### VI. ITEMS REMOVED FROM CONSENT AGENDA

### VII. ORDINANCES, AND RESOLUTIONS

A. **Comprehensive Plan Amendment Updating the Transportation System Plan**

Planning Director Stephanie Holtey presented to the council the second reading of an Ordinance Amending the City of Central Point Comprehensive Plan to Update the

Transportation System Plan. Except for minor text corrections, the proposed changes to the TSP noted above are limited to Chapter 7 (Street System Plan) and Chapter 12 (Transportation System Financing Program).

**Neil Olsen made a motion to approve Ordinance 2092 An Ordinance Amending the City of Central Point Comprehensive Plan to Update the Transportation System Plan**

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

**B. Resolution Updating Signers on City Bank Accounts**

Finance Director Steve Weber presented to council a Resolution Updating Signers on City Bank Accounts. Due to the recent retirement of Kris Allison, Chief of Police, and Deanna Casey, City Recorder, an update to those authorized to sign checks and other forms of payment of City funds is needed. The Mayor, City Manager, and Finance Director are already authorized signers on City bank accounts and staff is recommending adding Matt Samitore, Parks and Public Works Director, and Scott Logue, Chief of Police, as authorized signers on City bank accounts.

**Melody Thueson moved to approve Resolution 1730 a Resolution of the City of Central Point Updating Signers on City Bank Accounts.**

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

**VIII. BUSINESS**

**A. Election of 2023 Council President**

City Manager Chris Clayton explained the process to appoint a president of the Council at the beginning of every year. The Council President presides in the event that the Mayor cannot attend a meeting. The Council nominates a member and votes.

Mayor Hank Williams recommended Rob Hernandez as council president.

Council had a discussion and Mike Parsons nominated Tanea Browning, Kelley Johnson is in favor of that nomination.

**Mike Parsons moved to approve Tanea Browning to the position of Council President.**

<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

**B. Local City Council Committee and Board Assignments 2023**

Mr. Clayton presented the current City Council Representative list for Boards, Commission, Committees, and Foundations. The list provides boards and committees that are important for the City of Central Point to participate on.

The first of the year is a good time for council members to switch committees. Each of these assignments represents an important opportunity for the city to exert influence and maintain relations with regional agencies and partners. There was discussion regarding corrected times and dates of some of the committees listed and members that would like to change or sign up for a committee.

**C. Parks Commission Report December 2022**

Parks and Public Works Director Matt Samitore presented the Parks Commission report to the council from the December 1, 2022, meeting. There were three items in discussion; project updates and two new programs coming to the council soon. One being the My Veteran/My Hero Tree Program, and the second is the revised memorial dedication program.

**D. Discussion of City Water Rates for 2023**

Mr. Samitore presented to the council the topic of city water rates. Historically, in looking at all of these factors it would normally be in the 2-4% range. Unfortunately that is not the case this year as shown in the table below.

The overall cost increase projected by staff is a minimum of 7%. This is needed just to cover the cost to maintain existing service levels. In order to maintain our current replacement of older pipes we would need to adopt a cost increase in the range of 8-10%.

The goal is to 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.

Council generally reached a consensus regarding increased in the 7-8% range to stay up with costs and required upgrades to old waterlines.

**E. Planning Commission Report 1/10/2023**

Ms. Holtey presented to the Council the Central Point Planning Commission report from their regular meeting on January 10, 2023. There were three (3) items on the agenda including public hearings for the Oregon State Police (OSP) Regional Headquarters Expansion Project, including Conditional Use Permit, Site Plan & Architectural Review and Class "C" Variance applications.

Brad Cozza was recognized for his service to the Planning Commission, as it was reported that the January meeting would be his last meeting due to moving out of

town. This leaves two (2) vacancies that need to be filled. One interview is scheduled later this month.

Due to a lack of agenda items, the February meeting is cancelled. However, the Planning Commission is invited to a Joint Study Session with the Citizen's Advisory Committee and City Council on February 27, 2023 to discuss Climate Friendly & Equitable Communities transportation planning rules, specifically parking reforms. The purpose of the discussion will be to chart a course for how the City will approach off-street parking management.

**IX. MAYOR'S REPORT**

Mayor Williams had nothing to report.

**X. CITY MANAGER'S REPORT**

City Manager reported that:

- We are on the second week of having Sydnee in-house and participating with the staff. Bringing her in-house was the right decision and is already paying off.
- The Mail Tribune is ceasing operations beginning January 13th. The Grants Pass Daily Courier and The River Press may attempt to pick up that business. The State may have some additional flexibility with how we legally notice. We will be looking at alternate solutions.
- The Urban Renewal Plan Amendment is now official, and we are working on putting the plan together with a new façade on the cover.
- The Banner Bank property owner wants to make some renovations to the property but is not wanting to conform to some of the professional standards and architectural requirements. We are working through that with them.
- The Flocks Camera system the Police Department advocated for and was installed in certain areas of town to view traffic and record cars; this week, we made a couple of high-profile arrests, including a stolen vehicle, from images from the cameras.
- Brad Cozza resigned from the planning commission; we have had a couple of applications and are planning to interview. We will be doing a public push in the newsletter to get citizens more engaged to participate in these Councils, Commissions, and Boards.
- Matt Samitore shared that the Siskiyou County Fair made a video as a tribute to the Jackson County Expo with the help of the livestock purchase and sale this last summer when the fire in Siskiyou County was going on.
- The study session in January will be dedicated to all utility fees.
- He will have lunch later this month with Mike Hussey to discuss priorities and mutual interests between the city and the fire district.

- We have been working with the City Attorney on little league sponsorship's. Rogue Federal and others are interested in offering some relatively large sponsorship's that will be coming for Council review shortly.
- Rachel Neuenschwander has stepped into the City Recorder position.
- A suspicious bag was found in the men's restroom at city hall. We were evacuated to the Church across the street. There was a 25lb bag left on the bathroom door of the men's restroom across from the Council Chambers. Oregon State Police was called, and the bomb squad came to City Hall. There was copper wire in the bag. The bag was hosed down and put in a container, and detonated. It does not appear that it was an explosive device.

## **XI. COUNCIL REPORTS**

Council Member Neil Olsen reported that he attend the School Board Meeting with Melody.

Council Member Kelley Johnson reported that:

- She attended the Medford Diversity, Equity & Belonging meeting.
- She attended the RVCOG executive meeting on the 10th.
- She went to visit Lorraine Tate who turned 103 and was the Treasurer for the City from 1958 to 1982.

Council Member Tanea Browning reported that:

- The beginning of January she rotated out as League of Oregon Cities President to Immediate Past President. Immediate past President remains part of the executive committee with voting privileges.
- She had a meeting with Rep Christine, they were able to connect on local small business matters and she will be attending the Central Point Chamber banquet as a guest of CP in February.
- She attended the Governor's transition team meeting via zoom.
- She attended the Bear Creek Restoration Initiative group via zoom.
- She is looking forward to attending the LOC City day at the capital on January 25<sup>th</sup>, where she will have additional meetings with legislators about policy and impact specific to small rural cities in Southern Oregon.
- She is looking forward to helping create opportunities for council and CP community to connect in the coming year as council president.

Council Member Rob Hernandez reported that:

- He attended the Medford Chamber Forum with Chris on Monday the 9<sup>th</sup>.

- He attended the SOREDI meeting at Lithia Headquarters.

Council Member Mike Parsons reported that:

- He attended the Rogue Valley Sewer Service monthly Board Meeting and luncheon.
- He attended the 2<sup>nd</sup> annual “Sparkle of the Season” event. CPPD collaborated with Community Works to facilitate a gift-giving event for several Central Point families.
- He attended the Planning Commission Meeting.

Council Member Melody Thueson reported that:

- She attended the School Board Meeting
- She met with Matt about the Blue Grass Downs wetlands area.

## **XII. DEPARTMENT REPORTS**

Finance Director Steve Weber reported that:

- The construction in the finance area is complete, and it is getting back to a regular area
- It will be budget time soon; there is an opening on the Budget Committee
- The suspicious package and his son saw a video of it being detonated outside his office made him cool.

Planning Director Stephanie Holtey reported that:

- Staff is working to bring the City into compliance with climate-friendly and equitable rules; as such Council will be hearing a lot about this topic in the coming months.
- The Climate Friendly & Equitable parking reforms eliminating mandates within ½ mile of frequent transit corridors and reducing multifamily parking requirements took effect on January 1.
- There will be a virtual public meeting on February 6, 2023, at 6:00 p.m. regarding climate-friendly area regulations.
- Staff is preparing a Joint Study Session with City Council, Planning Commission, and Citizen's Advisory Committee to discuss long-term parking reforms.

- At the next meeting, staff will present a Resolution of Intent to initiate a series of land use and zone changes, including the former Walmart site now owned by the Housing Authority. There is a meeting with the Housing Authority regarding these changes at the end of the month. Another property included is near the intersection of Taylor Road and North Haskell. The proposed changes would allow cottage-style multifamily housing.
- There is an opening for a new planner, and the job closes on Tuesday of next week.

Parks and Public Works Director Matt Samitore reported that:

- The Hanley waterline construction had two accidents with people interested in what was happening in construction and not watching the road.
- The new signal at Hamrick and Pine will be installed soon.
- The Dennis Richardson's memorial is almost complete.
- Kudos to Melody for organizing the meeting on the wetlands area in Blue Grass Downs. The State has given the City stringent rules on what is allowed in wetland areas.
- He and Stephanie met with Mike Quilty; regarding the Yellow Basket Property. Mike is assisting the owners in understanding that city code is specific when a vacant building is non-conforming. The structure needs to be brought into compliance before it can open up a business again.
- There is a new bakery that is moving into Twin Creeks.
- Gebhard Rd., the construction company Northcore was stretched too thin, and they had nine projects with only 15 staff. They had an entire crew out this week the weather is not cooperating; as soon as the weather window opens, they will do the curb and gutter and paving afterward. It should be back in place in February.

City Attorney Sydnee Dreyer reported that she is thrilled to be in-house; it is making a difference to be included ahead of time.

County Commissioner Dotterer reported that:

- Today the commissioners got together and went through all their liaison responsibility. He will continue being the City of Central Point Liaison.
- He moved away from being a liaison for parks, however will be continuing to work on the Greenway project.

**XIII. EXECUTIVE SESSION ORS 192.660(2)(i)**

**Mike Parsons moved to adjourn to Executive Session under ORS 192.660 (2)(I) Employee Evaluations at 8:27 PM.** Neil Olsen seconded. All said aye and the meeting was adjourned to executive session.

Council returned to regular session at 8:57 PM.

A. Motion to: Approval to extend City Manager Contract

There was discussion regarding the length of the contract which was thought to expire December 31, 2024.

Council feels confident extending the contract for another year to be renewed by December 31, 2025 continuing with the annual performance evaluation. The Council discussed an increase of \$1000 a month, the breakdown to be worked out with the Mayor and Chris Clayton.

**Rob Hernandez moves to an increase of \$1000 a month and extend the term of the City Managers contract to December 31, 2025.** Tanea Browning seconded.

#### XIV. ADJOURNMENT


**Neil Olsen moved to adjourn.** All said aye and the meeting was adjourned at 9:07 PM.

The foregoing minutes of the January 12, 2023, Council meeting were approved by the City Council at its meeting of January 26, 2023.

Dated:

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

ATTEST:

  
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City Recorder