



CITY OF CENTRAL POINT

Oregon

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

City Council Meeting Agenda Thursday, March 9, 2023

Next Res(1737) Ord (2094)

I. REGULAR MEETING CALLED TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. SPECIAL PRESENTATIONS

1. June 30, 2021 Audit Report Presentation (Weber)

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 February 23, 2023 City Council Minutes

- B. Arbor Week Proclamation 2023

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. ORDINANCES, AND RESOLUTIONS

- A. First Reading Ordinance Amending Transportation Utility Fee Service Charge Adjustments in Part Pg(s) 12-15 (Dreyer)
- B. Ordinance No. _____ An Ordinance Amending Ordinance No. 1907 (in part) and Ordinance No. 1949 Regarding Fire Lanes - Page(s) 16-19 (Dreyer)
- C. Ordinance No _____ An Ordinance Amending Ch. 3.26 Public Safety Fee - Page(s) 20-23 (Dreyer)
- D. Ordinance No _____ Ordinance Amending Ch. 3.25 in Part Parks Maintenance Fee - Page(s) 24-27 (Dreyer)
- E. Resolution No _____ Resolution Authorizing Public Safety Fee Increase Effective 4-1-23 - Page(s) 28-31 (Dreyer)
- F. Resolution No _____ Resolution Authorizing Parks Maintenance Fee Increase - Page(s) 32-35 (Dreyer)

IX. BUSINESS

X. MAYOR'S REPORT

XI. CITY MANAGER'S REPORT

XII. COUNCIL REPORTS

XIII. DEPARTMENT REPORTS

XIV. EXECUTIVE SESSION ORS 192.660(2)(i)

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XV. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 72 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-423-1015 (voice), or by e-mail to Rachel.neuenschwander@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
Staff Report to Council

ISSUE SUMMARY

TO: City Council **DEPARTMENT:**
Finance

FROM: Steven Weber, Finance Director

MEETING DATE: March 9, 2023

SUBJECT: June 30, 2021 Audit Report Presentation

ACTION REQUIRED: **RECOMMENDATION:**
Not Applicable

BACKGROUND INFORMATION:
 2021 Audit Presentation will be given by Isler CPA

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION:

RECOMMENDED MOTION:

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, February 23, 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: Acting City Manager Parks and Public Works Director Matt Samitore; City Attorney Sydnee Dreyer; City Manager Chris Clayton; Finance Director Steve Weber; Police Lieutenant Greg Bruce; Planning Director Stephanie Holtey; City Recorder Rachel Neuenschwander

IV. PUBLIC COMMENTS

V. CONSENT AGENDA

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

A. **Approval of February 9, 2023 City Council Minutes**

B. **Appointment of Planning Commission Member**

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. PUBLIC HEARING

A. **Public Hearing of Ordinance Amending Ch. 3.25 in Part Parks Maintenance Fee - Page(s) 14-17**

Parks and Public Works Director Matt Samitore presented the Parks Maintenance Fee was established in 2015, and codified at Chapter 3.25 of the Central Point Municipal Code. Since the fee was adopted, the City has increased the fee on only one occasion, to help offset the City's additional maintenance responsibilities for the

Bear Creek Greenway and the Central Point Cemetery. The Parks Maintenance Fee has never been increased for inflation, despite a 35% increase in the Consumer Price Index.

Staff has proposed to Council an increase to the fee to account for the City's increased costs. Rather than amend the code to adopt the new rate, the proposed amendment would allow the City to set the fee by Resolution, which is consistent with how the City adopts or adjusts most of its other fees.

If this Ordinance is moved to a second reading, staff will bring back to Council at a future meeting a resolution to consider establishing a new fee.

Public Hearing was opened at 7:06 PM - No one came forward and the public hearing was closed.

Council was concerned that this Ordinance would be increasing the fee, staff responded that this Ordinance is not to increase the fees, this is a procedural change on how fees may be increased.

Melody Thueson moved to second reading of An Ordinance Amending Ordinance No 2009 in Part Regarding Public Safety Fee.

RESULT:	APPROVED [6 TO 1]
MOVER:	Melody Thueson, Ward III
SECONDER:	Kelley Johnson, Ward II
AYES:	Williams, Johnson, Thueson, Browning, Hernandez, Parsons
NAYS:	Neil Olsen

B. Public Hearing of Ordinance Amending Ch. 3.26 Public Safety Fee - Page(s) 18-21

The Public Safety Fee was established in 2015, and codified at Chapter 3.26 of the Central Point Municipal Code. The City has not increased the fee, nor adjusted for inflation, despite an increase of at least three public safety officers and increased CPI of 35% since the inception of the Public Safety Fee.

Staff has proposed to Council an increase to the fee to account for the City's increased costs. Rather than amend the code to adopt the new rate, the proposed amendment would allow the City to set the fee by Resolution, which is consistent with how the City adopts or adjusts most of its other fees.

If this Ordinance is moved to a second reading, staff will bring back to Council at a future meeting a resolution to consider establishing a new fee.

Public hearing was opened at 7:15 PM - No one came forward and the public hearing was closed.

Mike Parsons moved to second reading an Ordinance Amending Ordinance No. 2009 (in part) Regarding Public Safety Fee.

RESULT:	APPROVED [6 TO 1]
MOVER:	Michael Parsons, At Large
SECONDER:	Rob Hernandez, At Large
AYES:	Williams, Johnson, Thueson, Browning, Hernandez, Parsons
NAYS:	Neil Olsen

VIII. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____ Community Center Design Agreement & Partnership With Jackson County - Page(s) 22-75

City Manager Chris Clayton presented the Community Center Design Agreement and Partnership with Jackson County Resolution to the Council. Mr. Clayton pointed out the lease terms of the agreement and the City's cost of the design of the community center.

The Council was concerned over what the City is agreeing to with this agreement and the Jackson County Fair Board's agreeing with the project.

Staff clarified that this agreement is for the design portion of the project and that there will be weekly meetings during the design process for the next year; also, the Fair Board agrees to the project and needs the City's partnership to make the project work.

Jackson County Attorney Joel Benton assured the Council that the County and the Fair Board want to partner with the City of Central Point on the joint facility.

Kelley Johnson moved to approve Resolution 1736 A Resolution Approving that Intergovernmental Development Agreement Between Jackson County, Oregon and the City of Central Point, Oregon for the Construction of a Multi-use Pandemic Response Center as of the 2/23/23 amendment presented at the Council Meeting.

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

B. Ordinance No. _____ An Ordinance Amending Ordinance No. 1907 (in part) and Ordinance No. 1949 Regarding Fire Lanes - Page(s) 76-80

Matt Samitore presented to the Council an Ordinance amending Ordinance no 1907 (in part) an Ordinance No. 1949 Regarding Fire Lanes. The proposed amendment to 10.05.040.C clarifies that curb marking or pavement marking are required if signs cannot be installed.

Rob Hernandez moved to forward Ordinance Amending Ordinance 1907 (In Part) and Ordinance No 1949 Regarding Fire Lanes to a second reading.

Minutes Acceptance: Minutes of Feb 23, 2023 7:00 PM (CONSENT AGENDA)

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

IX. BUSINESS

X. MAYOR'S REPORT

Mayor Hank Williams reported that:

- He attended the Chamber Denims and Diamonds Awards and Fund-raising event.
- He attended the Chamber Greeter's
- He attended the Jackson County Fair Board Meeting

XI. CITY MANAGER'S REPORT

City Manager Chris Clayton Reported that:

- If you are interested in tickets to the Cheese Festival let Rachel know
- He will be sending out some information on procedures regarding the consent agenda
- The City has filled some vacant positions and some new employees will be starting soon; Planner I, Public Works Mechanic, Two Park positions.
- He is hoping to be back to the office on March 1st.

Acting City Manager Parks and Public Works Director Matt Samitore reported that:

- Construction is stalled on all projects due to the weather.
- Stephanie and he met with Bret Moore and Rogue Valley Bin Co. has been selling off their properties.
- Thank you Chris, the Mayor and Council it has been a pleasure to serve in Chris's absence.

XII. COUNCIL REPORTS

Council Member Neil Olsen reported that he attended the School Board Meeting.

Council Member Kelley Johnson reported that:

- SOREDI Board of Directors Meeting on the 14th.
- She attended the Community Diversity and Inclusion meeting.
- RVCOG Board of Directors meeting, they are back to full staff.

- Childcarefunds.org funds from the pandemic relief are available as grants for facilities to upgrade or hire new staff.

Council Member Tanea Browning reported that:

- She attended the Medford Chamber Forum.
- She attended the Medford Water Commission meeting and; a tour of Big Springs this spring.
- She Attended the Chamber Denims and Diamonds Awards and Fund-raising event with State Representative Goodwin as our (city) guest. Goodwin is our House Representative, she and Republican Representative from Grants Pass have been very engaged with legislative matters.
- She continues to attend LOC executive committee meetings and legislative committee meetings as needed.
- She attended the Chamber Greeter's and ribbon cutting at One Peak Medical.

Council Member Rob Hernandez reported that:

- He attended the bond oversite Committee for the School District; they toured Hanby Middle School, Crater's new gym, and the old gym, the new Rogue Primary School.
- He attended the Jackson County Fire District 3 board meeting
- He attended the Chamber Denims and Diamonds Awards and Fund-raising event.

Council Member Mike Parsons reported that:

- He attended the Rogue Valley Sewer Service Board Meeting and luncheon. Four seats are up for re-election in May, including his seat.
- He attended the Central Point Parks and Recreation Meeting.
- He Attended the Chamber Denims and Diamonds Awards and Fund-raising event.
- Central Point Police Department will be meeting at Twin Creeks Retirement Community to re-introduce "The Guardian Angel" program. Volunteers and Guardian Angels facilitated the program prior to COVID. With this success, they intend to re-introduce the program to Pear Valley and Alderwood in the near future.

Council Member Melody Thueson reported that:

- She attended the School Board meeting
- She tried to attend the Denims and Diamonds event; however, she helped get her girls to the Winter Formal.

XIII. DEPARTMENT REPORTS

Finance Director Steve Weber reported that the work has started on the 2023-25 biennial budget and the budget meetings will be held on Monday April 24th, May 1st, and May 8th.

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

Neil Olsen moved to adjourn, all said "aye" and the meeting was adjourned at 8:47 PM

The foregoing minutes of the February 23, 2023, Council meeting were approved by the City Council at its meeting of _____, 2023.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

Minutes Acceptance: Minutes of Feb 23, 2023 7:00 PM (CONSENT AGENDA)



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

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Parks and Recreation
FROM:	Dave Jacob, Park Planner		
MEETING DATE:	March 9, 2023		
SUBJECT:	Arbor Week Proclamation 2023		
ACTION REQUIRED:	Consent Agenda Item	RECOMMENDATION:	Approval

This proclamation celebrates the value of our trees in the City of Central Point. We have now been a Tree City USA recipient for ten years and have also received the Tree City USA Growth Award for two years. The Growth Award recognizes those cities that demonstrate high levels of tree care and community engagement throughout the year. The Arbor Week proclamation is also important to the City in that it will assist in securing recertification of our Tree City USA designation for an eleventh straight year. To qualify as a Tree City USA community, a city must meet the following required standards established by The Arbor Day Foundation and the National Association of State Foresters:

- A Tree Board (Central Point Planning Commission)
- Public Tree Care Ordinance
- A Community Forestry Program and Annual Budget
- An Arbor Week Observance and Proclamation

These standards help to ensure that every qualifying community, no matter the size, has a viable tree management plan which includes the celebration of Arbor Week. In addition to accomplishing Tree City USA goals, establishing an Arbor Week celebration help to raise awareness of the importance of trees in Central Point, expands the tree canopy by planting additional trees, and enhances our parks and open spaces where the trees are planted.

ATTACHMENTS:

1. ARBOR WEEK PROCLAMATION 2023

ARBOR WEEK PROCLAMATION

WHEREAS, J. Sterling Morton proposed to the Nebraska Board of Agriculture in 1872 that a special day be set aside for the planting of trees; and

WHEREAS, Arbor Day was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of topsoil by wind and water, reduce heating and cooling costs, moderate the temperature, clean the air, produce oxygen, strengthen stream bank integrity, provide flood mitigation, and provide a habitat for wildlife; and

WHEREAS, trees are a renewable resource that provides paper, wood, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW, THEREFORE, I _____ Mayor of the city of Central Point, do hereby proclaim April 2nd – 8th, 2023 as

Arbor Week

in the City of Central Point, and I urge all citizen to celebrate Arbor Week and to support efforts to protect our trees and woodland and

Futher, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Date this _____ Day of _____ in the Year _____

Mayor _____

Attachment: ARBOR WEEK PROCLAMATION 2023 (1652 : Arbor Week Proclamation 2023)



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

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Attorney
FROM:	Sydnee Dreyer, City Attorney		
MEETING DATE:	March 9, 2023		
SUBJECT:	First Reading Ordinance Amending Transportation Utility Fee Service Charge Adjustments in Part Pg(s) 12-15		
ACTION REQUIRED:	Motion Ordinance 1st Reading	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

There are a small number of non-residential properties within city limits that have remained vacant for more than 6-months. The City has been approached by property owners over the years to request reduction or waiver of the transportation utility fee during periods of extended vacancy. Currently the City allows a reduction of the fee for non-residential properties where the owner provides evidence that actual trips generated are less than the applied average daily trip estimate, but there is no mechanism to temporarily reduce the fee for extended vacancy.

The proposed amendment would allow the City to grant a temporary adjustment to the fee based on long-term vacancy. Once a property owner makes use of the property in a way that generates any trips to or from the property, the adjustment would cease and resume regular billing in the next billing cycle.

In order to encourage property owners to notify the City when vacancy or use changes, the amendment allows the City to retroactively collect the full fee if the property owner fails to notify the City of the change of use.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

This adjustment is only permitted where a property is 100% vacant. If a property is partially vacant, the property owner may still seek an adjustment under the existing code, which allows a property owner to present evidence from a traffic engineer or licensed surveyor regarding trip generation.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION:

Make a motion to move the ordinance to second reading.

RECOMMENDED MOTION:

I move to forward the Ordinance Amending Ordinance No. 1910 §1 (in part) Regarding Service Charge Adjustments of Transportation Utility Fee to second reading.

ATTACHMENTS:

1. Ordinance Amending Ch 11.20 Service Charge Adjustment

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 1910 §1 (IN PART) REGARDING SERVICE CHARGE ADJUSTMENTS OF TRANSPORTATION UTILITY FEE

Recitals:

- A. Pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.
- B. In 2008 the City Council adopted Ordinance No. 1910 creating the Transportation Utility Fee.
- C. Upon review, staff recommends minor amendments to the Transportation Utility Fee chapter with regard to vacant commercial property, to allow an owner of a commercial property which has been vacant for more than 6-months to apply for a service charge adjustment during the pendency of the vacancy.
- C. Words ~~lined through~~ are to be deleted and words **in bold** are added.

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

SECTION 1. Section 1 of Ordinance No. 1910 §1 (2008) is hereby amended in part to read:

11.20.060 Service charge adjustments and appeals.

A. Any person billed for service charges may file a "Request for Service Charge Adjustment" with the manager within thirty days of the date of the bill. However, submittal of such a request does not extend the period of payment for the charge.

B. A request for service charge adjustment may be granted or approved by the manager only when one or more of the following conditions exist:

1. The amount charged is in error; or
2. The parcel is nonresidential and the actual trips generated by that parcel, as established by a licensed surveyor or engineer at the expense of the owner, would result in a trip generation total that is greater than or less than the applied average daily trip estimate used in determining the charge; ~~or~~
3. The parcel exists in its natural unimproved condition and will remain in its natural unimproved condition with no allowable human activities or manmade improvements that would generate trips to or from the parcel; **or**

1 – Ordinance No. _____; (Council Meeting __/__/23)

4. The parcel is nonresidential and has been 100% vacant for a period of at least 6 months. In the event the Service Charge Adjustment is granted, the adjustment shall terminate upon any use of the parcel that would generate trips to or from the parcel and the full utility fee shall begin with the next billing cycle. In the event the property owner or person in charge fails to notify the City of change of vacancy or use within 10-business days, the full utility fee shall begin with the next billing and the property owner or person in charge may be billed retroactively for the full utility fee not to exceed the date the service charge adjustment was granted.

C. Service charge adjustments will only apply to the bill then due and payable and bills subsequently issued. The property owner shall have the burden of proving that the service charge adjustment should be granted.

D. Decisions on requests for service charge adjustment shall be made by the manager based on information submitted by the applicant and by the city within thirty days of the adjustment request, except when additional information is needed. The applicant shall be notified in writing of the manager’s decision.

E. Decisions of the manager on requests for service charge adjustments shall be final unless appealed to city council within thirty days of the date of the decision. (Ord. 2029 §3(part), 2016; Ord. 1910 §1(part), 2008).

SECTION 2. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 3. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

PASSED by the Council and signed by me in authentication of its passage this ___ day of _____ 2023.

Mayor Hank Williams

ATTEST:

City Recorder

2 – Ordinance No. _____; (Council Meeting __/__/23)



City of Central Point *Staff Report to Council*

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		City Attorney
FROM:	Sydnee Dreyer, City Attorney	
MEETING DATE:	March 9, 2023	
SUBJECT:	Ordinance No. _____ An Ordinance Amending Ordinance No. 1907 (in part) and Ordinance No. 1949 Regarding Fire Lanes - Page(s) 16-19	
ACTION REQUIRED:		RECOMMENDATION:
Motion		Approval
Ordinance 2nd Reading		

BACKGROUND INFORMATION:

In 2007 the City adopted Ordinance No. 1907 codifying the regulation of fire lanes in CPMC Chapter 10.05. In 2011, the City amended Section 10.05.040 per Ordinance No. 1949. Staff has determined that further amendment to Sections 10.05.030 and 10.05.040 is necessary for compliance with the Oregon Fire Code and Fire District No. 3 requirements with regard to posting or marking fire lanes.

In particular, the proposed amendment to 10.05.030.F would make it clear that fire lanes can be marked by signs, pavement marking or curb markings as provided in that chapter. The existing code language appears to require that all three methods are required to mark the lane.

The proposed amendment to 10.05.040.C clarifies that curb marking or pavement marking are required if signs cannot be installed.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

Not applicable.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION:

Move to approve the Ordinance

RECOMMENDED MOTION:

I move to approve Ordinance No. _____ an Ordinance amending Ordinance No. 1907 (in part) and Ordinance No. 1949 regarding fire lanes.

ATTACHMENTS:

1. Ordinance Amending Ch 10.05 Fire Lanes

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 1907 (IN PART) AND ORDINANCE NO. 1949 REGARDING FIRE LANES

Recitals:

- A. Pursuant to CPMC, Chapter 1.01.040, the city Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.
- B. Upon review, staff determined that minor amendments to the Fire Lane Ordinance are necessary for compliance with the Oregon Fire Code and Fire District No. 3 requirements, in particular, with regard to alternative methods of posting and marking fire lanes.
- C. Words ~~lined through~~ are to be deleted and words **in bold** are added.

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

SECTION 1. Section 1 of Ordinance No. 1907 (2007) is hereby amended in part to read:

10.05.030 Design standards for new building construction.

- A. Minimum fire lanes shall be at least twenty feet in width, located at least ten feet but not more than fifty feet from the building and must be accessed by a standard city street. All fire lanes must comply with the latest version of the Oregon Fire Code and Fire District No. 3 requirements.
- B. Fire lanes shall have an inside turning radius of at least twenty-five feet.
- C. Fire lanes shall not have a vertical grade greater than ten percent. However, this grade may be increased to fifteen percent if the fire lane is paved with approved materials and methods (such as bituminous paving or turf rings).
- D. Any dead-end road or fire lane more than one hundred fifty to three hundred feet in length shall be provided with an approved turnaround per the latest version of the Oregon Fire Code.
- E. Any dead-end road or fire lane more than three hundred feet in length shall be provided with a cul-de-sac of at least ninety feet in diameter.
- F. All fire lanes shall be posted and marked and shall be designated as tow away zones by the building owner or tenant. All fire lanes within the city shall be marked using signs, pavement markings and/or curb markings as specified in this chapter. (Ord. 1907 §1(part), 2007).

1 – Ordinance No. _____; (Council Meeting __/__/23)

SECTION 2. Section 1 of Ordinance No. 1949 (2011) is hereby amended to read:

10.05.040 Signs and markings.

A. Upon establishment of the fire lane, the building owner shall cause to be erected adequate signs, markings, or other traffic control devices to be installed as directed by the city of Central Point and Fire District No. 3 in order to inform persons to keep such fire lanes free and open for passage. Sign locations shall be in compliance with the latest version of the Oregon Fire Code.

B. Signs shall read "FIRE LANE--NO PARKING" and "TOW AWAY ZONE," be at least twelve inches wide and eighteen inches high, and painted on a white background with letters and borders in red, using not less than two-inch lettering. Signs may be installed on permanent buildings or walls or be permanently affixed to a stationary post, installed seven feet above the finished grade.

C. **If signs cannot be installed,** ~~Curbs~~ **curbs** shall be installed and painted either using red or yellow traffic paint. If curbs cannot be installed, pavement markings shall be installed on the fire lane. The words "FIRE LANE--NO PARKING--TOW AWAY ZONE" shall appear in four-inch white letters on the fire lane. (Ord. 1949 §1, 2011; Ord. 1907 §1(part), 2007).

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 4. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

PASSED by the Council and signed by me in authentication of its passage this ___ day of _____ 2023.

Mayor Hank Williams

ATTEST:

City Recorder

2 – Ordinance No. _____; (Council Meeting __/__/23)

Attachment: Ordinance Amending Ch 10.05 Fire Lanes (2023-16 : Ordinance Amending Chapter 10.05 Fire Lanes)



City of Central Point Staff Report to Council

ISSUE SUMMARY

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

FROM: Sydnee Dreyer, City Attorney

MEETING DATE: March 9, 2023

SUBJECT: Ordinance No _____ An Ordinance Amending Ch. 3.26 Public Safety Fee - Page(s) 20-23

ACTION REQUIRED: Motion
Ordinance 2nd Reading

RECOMMENDATION: Approval

BACKGROUND INFORMATION:

The Public Safety Fee was established in 2015, and codified at Chapter 3.26 of the Central Point Municipal Code. The City has not increased the fee, nor adjusted for inflation, despite an increase of at least three public safety officers and increased CPI of 35% since the inception of the Public Safety Fee.

Staff has proposed to Council an increase to the fee to account for the City's increased costs. Rather than amend the code to adopt the new rate, the proposed amendment would allow the City to set the fee by Resolution, which is consistent with how the City adopts or adjusts most of its other fees.

If approved, this Ordinance will allow any future changes to the to be amount of the fee to be adopted by resolution.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

The proposed Ordinance does not establish a fee increase. Rather it modifies the mechanism to adopt fee increases or inflation adjustments to reduce the need to amend the code any time the fee is adjusted.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION:

Approve the Ordinance

RECOMMENDED MOTION:

I move to approve Ordinance No. _____ an Ordinance amending Ordinance No. 2009 in part regarding Public Safety Fee.

ATTACHMENTS:

1. ORD Amending Public Safety Fee

ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. 2009 IN PART REGARDING PUBLIC SAFETY FEE

RECITALS:

WHEREAS, pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.

WHEREAS, in 2015 the Public Safety Fee was established and since that time has not been increased or adjusted for inflation.

WHEREAS, since 2015 at least three Central Point Police Department patrol positions have been added and the Consumer Price Index has increased by 35%.

WHEREAS, the City desires to modify Ordinance No. 2009, Section 1 in part, Imposition of Public Safety Fee, in order to allow future updates to the fee, if any, to be adopted by resolution of the City Council.

WHEREAS, the City desires to modify Ordinance No. 2009, Section 1 in part, Definitions, in order to more clearly define who is a responsible party under this chapter.

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

SECTION 1. Section 1 of Ordinance No. 2009 (2015), Definitions, is amended in part to read:

3.26.020 Definitions

“Responsible ~~person~~ party” means ~~the person owing the Public Safety fee.~~ the person(s) having the right to occupy the property unless another responsible person has agreed in writing to pay and a copy of that writing is filed with the City. If the City is not able to identify any other responsible person, or if the person(s) having the right to occupy the property refuse to pay the City’s Public Safety fee, the owner of record shall be the responsible party.

SECTION 2. Section 1 of Ordinance No. 2009 (2015), Imposition of Public Safety fee, is amended in part to read:

3.26.050 Imposition of Public Safety fee.

Ordinance No. ____; Council Meeting 2/23/23

A. Residential Unit. There is hereby imposed upon developed residential units in the city ~~an initial a~~ Public Safety fee ~~of one dollar~~ for each dwelling unit existing on that parcel.

B. Multiple-Family Unit. There is hereby imposed upon the responsible party for a multiple-family unit ~~an initial a~~ Public Safety fee ~~equal to fifty cents~~ for each separate dwelling unit within the multiple-family unit existing on that parcel. By way of example, an apartment complex containing thirty units would be subject to a monthly Public Safety fee of ~~fifteen dollars~~. **30 units x multi-family public safety fee.**

C. Nonresidential Unit. There is hereby imposed upon the responsible party for a nonresidential unit ~~an initial a~~ Public Safety fee ~~of one dollar~~ for each common meter to serve the nonresidential unit existing on that parcel.

D. This fee is deemed reasonable and is necessary to fund public safety. **The fee amount is established in the most recent fee schedule approved by resolution of the City Council.** The effective starting date of this fee will be July 1, 2015, and will appear on water bills delivered in July 2015.

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 4. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____ 2023.

Mayor Hank Williams

ATTEST:

City Recorder



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

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:
		City Attorney
FROM:	Sydnee Dreyer, City Attorney	
MEETING DATE:	March 9, 2023	
SUBJECT:	Ordinance No _____ Ordinance Amending Ch. 3.25 in Part Parks Maintenance Fee - Page(s) 24-27	
ACTION REQUIRED:		RECOMMENDATION:
Motion		Approval
Ordinance 2nd Reading		

BACKGROUND INFORMATION:

The Parks Maintenance Fee was established in 2015, and codified at Chapter 3.25 of the Central Point Municipal Code. Since the fee was adopted, the City has increased the fee on only one occasion, to help offset the City's additional maintenance responsibilities for the Bear Creek Greenway and the Central Point Cemetery. The Parks Maintenance Fee has never been increased for inflation, despite a 35% increase in the Consumer Price Index.

Staff has proposed to Council an increase to the fee to account for the City's increased costs. Rather than amend the code to adopt the new rate, the proposed amendment would allow the City to set the fee by Resolution, which is consistent with how the City adopts or adjusts most of its other fees.

If this Ordinance is approved, it will allow Council to adopt any future changes to the fee by resolution.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

The proposed Ordinance does not establish a fee increase. Rather it modifies the mechanism to adopt fee increases or inflation adjustments to reduce the need to amend the code any time the fee is adjusted.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

STAFF RECOMMENDATION:

Approve the Ordinance

RECOMMENDED MOTION:

I move to approve Ordinance No. _____ an Ordinance amending Ordinance No. 2008 in part regarding Parks Maintenance Fee.

ATTACHMENTS:

1. ORD Amending Parks Maintenance Fee

ORDINANCE NO. ____

**AN ORDINANCE AMENDING ORDINANCE NO. 2008 IN PART REGARDING PARKS
MAINTENANCE FEE**

RECITALS:

WHEREAS, pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.

WHEREAS, in 2015 the Parks Maintenance Fee was established and since that time the fee was increased on only one occasion to help offset the additional cost to maintain the Bear Creek Greenway and the Central Point Cemetery.

WHEREAS, the Parks Maintenance Fee has never been increased for inflation, despite a 35% increase in the Consumer Price Index.

WHEREAS, the City desires to modify Ordinance No. 2008, Section 1 in part, Imposition of Parks Maintenance Fee, in order to allow future updates to the fee, if any, to be adopted by resolution of the City Council.

WHEREAS, the City desires to modify Ordinance No. 2008, Section 1 in part, Definitions, in order to more clearly define is who a responsible party under this chapter.

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

SECTION 1. Section 1 of Ordinance No. 2008 (2015), Definitions, is amended in part to read:

3.25.020 Definitions.

“Responsible person party” means ~~the person owing the parks maintenance fee.~~ the person(s) having the right to occupy the property unless another responsible person has agreed in writing to pay and a copy of that writing is filed with the City. If the City is not able to identify any other responsible person, or if the person(s) having the right to occupy the property refuse to pay the City’s parks maintenance fee, the owner of record shall be the responsible party.

SECTION 2. Section 1 of Ordinance No. 2008 (2015), Imposition of parks maintenance fee, is amended in part to read:

3.25.060 Imposition of parks maintenance fee.

Ordinance No. ____; Council Meeting 2/23/23

A. Residential Unit. There is hereby imposed upon developed residential units in the city ~~an initial a parks maintenance fee of one dollar~~ for each dwelling unit existing on that parcel.

B. Multiple-Family Unit. There is hereby imposed upon the responsible party for a multiple-family unit ~~an initial a parks maintenance fee equal to fifty cents~~ for each separate dwelling unit within the multiple-family unit existing on that parcel. By way of example, an apartment complex containing thirty units would be subject to a monthly parks maintenance fee of ~~fifteen dollars~~. **30 units x multi-family parks maintenance fee.**

C. Nonresidential Unit. There is hereby imposed upon the responsible party for a nonresidential unit ~~an initial a parks maintenance fee of one dollar~~ for each common meter to serve the nonresidential unit existing on that parcel.

D. This fee is deemed reasonable and is necessary to pay for the operation and maintenance of parks and facilities within the city. **The fee amount is established in the most recent fee schedule approved by resolution of the City Council.** The effective starting date of this fee will be July 1, 2015, and will appear on water bills delivered in July 2015.

SECTION 3. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 4. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____ 2023.

Mayor Hank Williams

ATTEST:

City Recorder



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

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Attorney
FROM:	Sydnee Dreyer, City Attorney		
MEETING DATE:	March 9, 2023		
SUBJECT:	Resolution No _____ Resolution Authorizing Public Safety Fee Increase Effective 4-1-23 - Page(s) 28-31		
ACTION REQUIRED:		RECOMMENDATION:	
Motion		Approval	
Public Hearing			
Resolution			

BACKGROUND INFORMATION:

The Public Safety Fee was established in 2015, and codified at Chapter 3.26 of the Central Point Municipal Code. The City has not increased the fee, nor adjusted for inflation, despite an increase of at least three public safety officers and increased CPI of 35% since the inception of the Public Safety Fee.

Per the Council's January study session, staff presented information regarding the need to increase the City's public safety fee from its current rate of \$1.00 per utility account holder for single family residential and nonresidential accounts, and from \$.50 for multifamily accounts.

At the present rate the City is unable to keep its public safety budget below the 80% threshold for all property taxes received. In the most recent year of collection, the public safety fee generated \$90,000 to support a police department annual budget averaging 5.5 million dollars.

Under the proposed resolution the public safety fee would increase by \$1.00 for each utility account holder to \$2.00 per month for single family residential and nonresidential accounts and to \$1.50 per month for multifamily residential accounts.

FINANCIAL ANALYSIS:

The proposed increase to the Public Safety Fee should generate approximately \$90,000 to \$100,000 in additional annual revenue to support Police Operations.

LEGAL ANALYSIS:

At the meeting tonight Council is considering a second reading of the ordinance which amends Central Point Municipal Code Chapter 3.26 to allow fee increases to be adopted via resolution. This resolution is contingent upon Council's approval of the foregoing ordinance.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – 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.

STAFF RECOMMENDATION:

Make a motion to approve the Resolution.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a Resolution approving and authorizing Public Safety Fee increase effective April 1, 2023.

ATTACHMENTS:

1. Resolution Adopting Public Safety Fee for 2023

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING PUBLIC SAFETY FEE INCREASE
EFFECTIVE APRIL 1, 2023

RECITALS:

WHEREAS, the Public Safety Fee was adopted in 2015.

WHEREAS, at the January 23, 2023 City Council study session, staff presented a review of the current Public Safety Fee needs.

WHEREAS, since its inception there have been no inflation-related adjustments or other increases to the Public Safety Fee

WHEREAS, since 2015 the Consumer Price Index has increased by 35% and the Central Point Police Department has added at least three patrol positions.

WHEREAS, the Council finds that an adjustment to the fee is necessary to address inflation and expanded operational and staffing needs.

The City of Central Point resolves as follows:

SECTION 1. Council hereby approves and authorizes amendment to the Public Safety Fee Schedule effective April 1, 2023 as provided in the table below:

<u>Type of Use</u>	<u>Existing Fee</u>	<u>New Fee as of 4-1-23</u>
Residential Unit	\$1.00	\$2.00
Multiple Family Unit (for each separate dwelling unit within the multiple-family unit on that parcel)	\$0.50	\$1.50
Nonresidential Unit	\$1.00	\$2.00

SECTION 2. The City Recorder is authorized to correct any cross references and any typographical or clerical errors.

Resolution No. _____; Council Meeting 3/9/23

Attachment: Resolution Adopting Public Safety Fee for 2023 (1654 : Resolution Authorizing Public Safety Fee Increase)

Passed by the Council and signed by me in authentication of its passage this ____ day of _____, 2023.

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Resolution Adopting Public Safety Fee for 2023 (1654 : Resolution Authorizing Public Safety Fee Increase)

Resolution No. _____; Council Meeting 3/9/23



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

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Attorney
FROM:	Sydnee Dreyer, City Attorney		
MEETING DATE:	March 9, 2023		
SUBJECT:	Resolution No _____ Resolution Authorizing Parks Maintenance Fee Increase - Page(s) 32-35		
ACTION REQUIRED:		RECOMMENDATION:	
Motion		Approval	
Public Hearing			
Resolution			

BACKGROUND INFORMATION:

The Parks Maintenance Fee was established in 2015, and codified at Chapter 3.25 of the Central Point Municipal Code. Since the fee was adopted, the City has increased the fee on only one occasion, to help offset the City's additional maintenance responsibilities for the Bear Creek Greenway and the Central Point Cemetery. The Parks Maintenance Fee has never been increased for inflation, despite a 35% increase in the Consumer Price Index.

Staff proposed an increase to the fee to account for the City's increased administration and costs. Per the Council's January study session, for the 23/25 fiscal year budget, parks will be adding amenities including over 30 acres open space in Twin Creeks, 6 acres of manicured park area in Willow Bend Park, increased costs for playground equipment (up 28% in the past 24-months), and a planned addition of a new general park staff person beginning May 2024.

Currently the Parks Maintenance Fee is \$1.85 per utility account holder for single family residential units and nonresidential units and \$.50 per multiple family unit. Under the proposed resolution, that fee would increase by \$.65 to \$2.50 per single family and nonresidential units and to \$1.15 per multiple family units beginning April 1, 2023.

FINANCIAL ANALYSIS:

The proposed increase to the Parks Maintenance Fee will generate approximately \$55,000 to \$65,000 per year in additional revenue for parks maintenance.

LEGAL ANALYSIS:

At the meeting tonight Council is considering a second reading of the ordinance which amends Central Point Municipal Code Chapter 3.25 to allow fee increases to be adopted via resolution. This resolution is contingent upon Council's approval of the foregoing ordinance.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – 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.

STAFF RECOMMENDATION:

Make a motion to approve the Resolution.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a Resolution approving and authorizing Parks Maintenance Fee increase effective April 1, 2023.

ATTACHMENTS:

1. Resolution Adopting Parks Maintenance Fee for 2023

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING PARKS MAINTENANCE FEE INCREASE EFFECTIVE APRIL 1, 2023

RECITALS:

WHEREAS, the Parks Maintenance Fee was adopted in 2015.

WHEREAS, at the January 23, 2023 City Council study session, staff presented a review of the current Parks Maintenance Fee needs.

WHEREAS, since its inception there has only been one fee increase to account for new maintenance requirements for the Bear Creek Greenway and Central Point Cemetery.

WHEREAS, since 2015 the Consumer Price Index has increased by 35%, but the City has not approved inflation-related adjustments to the fee.

WHEREAS, the Council finds that an adjustment to the fee is necessary to address inflation and expanded operational needs.

The City of Central Point resolves as follows:

SECTION 1. Council hereby approves and authorizes amendment to the Parks Maintenance Fee Schedule effective April 1, 2023 as provided in the table below:

Type of Use	Existing Fee	New Fee as of 4-1-23
Residential Unit	\$1.85	\$2.50
Multiple Family Unit (for each separate dwelling unit within the multiple-family unit on that parcel)	\$0.50	\$1.15
Nonresidential Unit	\$1.85	\$2.50

SECTION 2. The City Recorder is authorized to correct any cross references and any typographical or clerical errors.

Resolution No. _____; Council Meeting 3/9/23

Attachment: Resolution Adopting Parks Maintenance Fee for 2023 (1653 : Resolution Authorizing Parks Maintenance Fee Increase)

Passed by the Council and signed by me in authentication of its passage this ____ day of _____, 2023.

Mayor Hank Williams

ATTEST:

City Recorder

Resolution No. _____; Council Meeting 3/9/23

Attachment: Resolution Adopting Parks Maintenance Fee for 2023 (1653 : Resolution Authorizing Parks Maintenance Fee Increase)