



CITY OF CENTRAL POINT

Oregon

City Council Meeting Agenda Thursday, March 23, 2023

Next Res(1739) Ord (2097)

- I. **REGULAR MEETING CALLED TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **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.

- V. **CONSENT AGENDA**
 - A. **Approval of March 9, 2023 City Council Minutes**
- VI. **ITEMS REMOVED FROM CONSENT AGENDA**
- VII. **ORDINANCES, AND RESOLUTIONS**
 - A. Ordinance No _____ Ordinance Amending Transportation Utility Fee Service Charge Adjustments in Part (Dreyer)
 - B. First Reading of an Ordinance Amending Chapter 5.44 Mobile Food Vendors (Dreyer)
- VIII. **BUSINESS**
 - A. Update on Proposals for Bear Creek Greenway and Boes Park Design (Samitore)
 - B. Street Closures for the Rogue Music Festival (Samitore)
 - C. Discussion Charter Review Committee (Dreyer)
- IX. **MAYOR'S REPORT**
- X. **CITY MANAGER'S REPORT**
- XI. **COUNCIL REPORTS**
- XII. **DEPARTMENT REPORTS**

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

XIII. EXECUTIVE SESSION (2)(d) Labor Negotiations

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XIV. 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

Oregon

City Council Meeting Minutes Thursday, March 9, 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; City Attorney Sydnee Dreyer; Police Chief Scott Logue; Parks and Public Works Director Matt Samitore; Finance Director Steve Weber; City Recorder Rachel Neuenschwander

IV. SPECIAL PRESENTATIONS

1. June 30, 2021 Audit Report Presentation

Finance Director Steve Weber introduced Gatlin Hawkins from Isler CPA who presented to Council the June 30, 2021 Annual Audit.

V. PUBLIC COMMENTS

Crater Rotary Student of the month Abigail Foster presented to the Council an update on Crater High School activities.

Ms. Lyons spoke to the council regarding an excessive amount of cars parking on her street and blocking the sidewalks.

VI. CONSENT AGENDA

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

- 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. Ordinance No _____ Ordinance Amending Transportation Utility Fee Service Charge Adjustments in Part Pg(s)

Parks & Public Works Director Matt Samitore presented to the council the first reading of an Ordinance Amending Transportation Utility Fee Service Charge Adjustments in part. There are a small number of non-residential properties within the city limits that have remained vacant for more than 6-months. Property owners have approached the City over the years to request a reduction or waiver of the transportation utility fee during extended vacancy periods. 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 during an extended vacancy.

A discussion was made on handling the requests for the reduction of the fees and, when the property becomes occupied again, ensuring that the proper fee is reinstated. Staff responded that these properties would be reviewed during the Business License approval process.

Council Member Tanea Browning moved to forward the Ordinance Amending Ordinance No. 1910 Section 1 (in part) Regarding Service Charge Adjustments of Transportation Utility Fee to second reading.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tanea Browning, Ward IV
SECONDER:	Kelley Johnson, Ward II
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) 16-19

Parks and Public Works Director Matt Samitore presented the second reading on an Ordinance Amending Ordinance No. 1907 (in part) and Ordinance No. 1949 regarding fire lanes. No changes were made since the first reading.

Council Member Melody Thueson moved to approve Ordinance No. 2094 an Ordinance Amending Ordinance No. 1907 (in part) and Ordinance No. 1949 regarding fire lanes.

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

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

Minutes Acceptance: Minutes of Mar 9, 2023 7:00 PM (CONSENT AGENDA)

Parks and Public Works Director Matt Samitore presented to Council the second reading an Ordinance Amending Ordinance No. 2009 (in part) regarding Public Safety Fee. There were no changes made since the first reading.

Council Member Mike Parsons moved to approve Ordinance No. 2095 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

D. Ordinance No _____ Ordinance Amending Ch. 3.25 in Part Parks Maintenance Fee - Page(s) 24-27

Parks and Public Works Director Matt Samitore presented to Council the second reading of an Ordinance Amending Ordinance No. 2008 (in part) regarding Parks Maintenance Fee. There were no changes made since the first reading.

Council Member Melody Thueson moved to approve Ordinance No. 2096 an Ordinance Amending Ordinance No. 2008 (in part) regarding Parks Maintenance 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

E. Resolution No _____ Resolution Authorizing Public Safety Fee Increase Effective 4-1-23 - Page(s) 28-31

City Manager Chris Clayton presented to the Council a Resolution authorizing an increase to the Public Safety Fee. 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.

Minutes Acceptance: Minutes of Mar 9, 2023 7:00 PM (CONSENT AGENDA)

A discussion was made of the need for the increase, the affordability to the citizens, and what the additional funds would go towards; the Council supports the community's safety. Staff responded that the additional revenue would go to the materials and services budget, and as an example, the cost of fuel has exceeded the current biennial budgeted amount.

Council member Mike Parsons moved to approve Resolution No. 1737 a Resolution approving and authorizing Public Safety Fee increase effective April 1, 2023.

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

F. Resolution No _____ Resolution Authorizing Parks Maintenance Fee Increase - Page(s) 32-35

City Manager Chris Clayton presented to the Council a resolution authorizing an increase to the parks maintenance fee. 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.

Matt Samitore addressed the council regarding the increase to the parkland the city will maintain by taking over the additional open space in Twin Creeks and Willow Bend Park. If the city did not increase the fee, the city would not have the funds or staff available to maintain these other parks to current city standards.

Council Member Melody Thueson made a motion to approve Resolution No. 1738 a Resolution approving and authorizing Parks Maintenance Fee increase effective April 1, 2023.

Minutes Acceptance: Minutes of Mar 9, 2023 7:00 PM (CONSENT AGENDA)

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

IX. BUSINESS

X. MAYOR'S REPORT

Mayor Williams had nothing to report.

XI. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- Staff is working on budget preparation.
- Two properties on Beebe Rd that have been a chronic nuisance to the city, the new owners have been cleaning them up. This week we were informed that the County will most likely be foreclosing on the properties soon. This may benefit the City with the future alignments of connecting Beebe Road to Pine St.
- The March Study session will be a presentation about the Greenway.
- The April Study session will be a tour of the new School District 6 Early learning center.
- The Columbia Care building that is being remodeled will be a residential treatment facility.
- He has joined the LOC Finance Committee and attended a meeting they will be making recommendations about their budget to the LOC board.
- He and Matt met with Steve Vincent with Avista Utilities this week, he will share the Annual Report in his weekly informational report.

XII. COUNCIL REPORTS

Melody Thueson reported that she attended the School Board meeting at Hanby Middle School's new building.

Mike Parsons reported that:

- He attended the Retirement and Birthday Celebration for retired Police Chief Kris Allison.
- He attended the joint Study Session with the CAC and Planning Commission.

Rob Hernandez reported that:

- He attended the Airport Advisory Committee meeting.
- He attended the Study Session.
- He attended the School District 6 Bond Oversight Committee meeting.

Tanea Browning reported that:

- She attended the LOC Presidential round table in Phoenix today.
- She attended the Innovation Hub work group three-hour session to discuss assets and opportunities in the Grants Pass and Medford area. Business Oregon funded the feasibility study that SOREDI is facilitating.
- She attended the Bear Creek Restoration Initiative public meeting about the ecological work along the burn scar. The meeting was held at the Talent Library.
- She attended the BCRI group to keep up to speed on the happenings.
- She attended the Legislative meetings with LOC to assist lobbyists in navigating the changing landscape at the capitol.
- She attended the Medford Water Commission meeting.
- She attended the study session.

Kelley Johnson reported had nothing report.

Neil Olsen reported that:

- He attended the Study Session.
- The cheese festival is this weekend.

XIII. DEPARTMENT REPORTS

Police Chief Scott Logue reported that:

- He has been attending meetings with the Columbia Care group.
- He and Lt Griffin attended leadership training up in Salem.
- They are currently conducting backgrounds to fill open vacancies.

Parks and Public Works Director Matt Samitore reported that:

- The 863 S Haskell St, the sidewalk parking is more difficult in the area.
- The waterline on Hanley is done; they have started working on the sewer line.
- Knife River has been making progress on the construction at Hamrick and Biddle.
- The Hwy 99 & Scenic construction project is behind schedule.
- He has been attending regular meetings on Community Center. The Federal Government may require all contractors to be unionized; there is some height issues with the building design.
- He met with the Cow Creek tribe and what they are planning to do with the property will work well with the Community Center. They are willing to work with the city on the road realignment for the bridge.

Steve Weber reported that he would mention budget preparation but Chris already did so he has nothing else to report.

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

Mike Parsons made a motion to adjourn to Executive Session under ORS 192.660(2)(I) to review and evaluate the employment-related performance of the Parks and Public Works Director. All said Aye and the meeting was adjourned into Executive Session at 8:37 pm.

XV. ADJOURNMENT

Mike Parsons moved to adjourn. Tanea Browning seconded. All said Aye and the meeting was adjourned at 8:51 PM

The foregoing minutes of the March 9, 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 Mar 9, 2023 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:	March 23, 2023		
SUBJECT:	Street Closures for the Rogue Music Festival		
ACTION REQUIRED:	Information/Direction Consent Agenda Item	RECOMMENDATION:	Approval

BACKGROUND INFORMATION: The Rogue Music Festival is a first time event that takes place in the City of Central Point at the Jackson County Expo. The festival will feature live music performances from local and national artists, food vendors, and other entertainment activities.

The Rogue Music Festival 2023 will require the closure of several local streets to event traffic in order to allow our residents safe travel during the event. Several other streets will be marked for no on street parking in order to facilitate safe pedestrian and bicycle movements. These closures will allow for the safe movement of festival attendees, vendors, and performers. The proposed street closures will be in effect from 12 PM on Friday, June 17th 2023, through 11 PM on Saturday, June 18th 2023. Additionally Gebhard, Beebe and Hamrick will be closed to incoming traffic from 10:00 PM each night to facilitate the large parking lot on Gebhard Road.

The Rogue Music Festival is expected to attract a large number of attendees, and public safety is a top priority. The festival organizers will be responsible for implementing necessary measures to ensure public safety during the event. In order to help facilitate safe travel to and from the festival street closures will be needed. The closures will affect traffic flow, and residents and visitors will need to find alternate routes to navigate around the festival area. The City of Central Point will need to provide adequate signage and detour routes to minimize the disruption to the community

FINANCIAL ANALYSIS: The City has budgeted for the signs and overtime associated with this event.

LEGAL ANALYSIS: N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

2- Build City pride and positive image.**Strategies:**

- a) Create a brand and launch awareness campaign, articulate vision and mission, define values;
 - b) Recognize the successes of Businesses, Citizens, and Government publicly;
 - c) Communicate and celebrate events, honor our past and take pride in the future;
 - d) Promote “healthy neighborhoods” by encouraging socioeconomic diversity. Design with health and safety in mind (i.e., Crime Prevention through Environmental Design) when making infrastructure improvements (including parks and schools);
 - e) Review current codes in use for development and improvement. Revise as necessary to create “healthy neighborhoods.” Enforce codes in older established neighborhoods.
-

Discussion item only.

ATTACHMENTS:

1. Rogue Music Festival.

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**

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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 23, 2023		
SUBJECT:	Discussion Charter Review Committee		
ACTION REQUIRED:	Information/Direction	RECOMMENDATION:	None Forwarded

BACKGROUND INFORMATION:

The City's current Charter became effective January 1, 2011. Section 43 of the City Charter provides that the "Council shall appoint a committee to review this charter within 10 years of adoption."

The City Attorney has reviewed the current charter and compared it to the League of Oregon Cities 2018 model charter. While it does not appear that there have been significant changes to the model charter, and staff is not aware of any issues coming before the City that would necessitate changes to the Charter, the Council is required to appoint a committee to review the charter and to make recommendations as to whether amendments are recommended.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

The Charter is silent as to the make-up of the charter review committee. As such, the Council could establish a small committee made up of 2 or 3 council members, to meet with staff and determine whether there is a need or desire to revise the charter. In the event a determination is made to consider making revisions to the charter, the Council could create an ad hoc committee including members of the public to focus on any charter revisions.

Per Council rules, council committees may be created at any time by motion or resolution and are subject to Oregon Public Meetings law.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

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 5 – Communicate effectively and transparently with the public.

STAFF RECOMMENDATION:

Establish charter review committee.

RECOMMENDED MOTION:

I move to establish a charter review committee consisting of 3 council members.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 2089 §1 (IN PART) REGARDING
MOBILE FOOD VENDORS

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. Staff is working on a new City policy to allow seasonal vending at Don Jones Park. As a result, changes to the Mobile Food Business chapter are necessary to avoid conflicts with the proposed new policy.
- C. Staff also recommends changes to the code to allow mobile food vending in all City parks and a few other minor revisions for consistency within the code.
- D. 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. 2089 (2022) is hereby amended in part to read:

5.44.030 Mobile food vendors.

A. Applicability.

1. Permitted Use. Mobile food vendors shall be a permitted use on privately owned property in the C-N, C-4, C-5, GC, M-1, M-2 and civic zoning districts subject to the application procedures and standards in subsections B through D of this section.

2. Special Events. Mobile food vendors associated with special events as defined in Chapter [5.42](#) shall obtain a special event permit from the parks department and are exempt from the requirements of this chapter.

3. Parks. Mobile food vendors are ~~only permitted in Don Jones Park, Pfaff Park, and Twin Creeks Park~~ **city parks** subject to a special event permit obtained by the parks department. Mobile food vendors are not permitted **to operate** in ~~any other parks or~~ the public right-of-way.

4. Notwithstanding subsection A.3 above, the city may establish a policy by resolution to allow Mobile Food Vendors and Specialty Food Vendors to apply for a seasonal use permit to operate in designated locations at Don Jones Park.

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Operations under a seasonal use permit at Don Jones Park are exempt from the requirements of this chapter.

SECTION 2. Section 1 of Ordinance No. 2089 (2022) is hereby amended in part to read:

5.44.060 Specialty mobile food vendor.

Specialty mobile food vendors shall obtain a Central Point business license ~~and mobile food vendor permit~~. Specialty mobile food vendors are subject to the following requirements:

A. Specialty mobile food vendors may be authorized to conduct business within the public right-of-way, ~~and~~ public **parking lots**, and private parking lots with written property owner consent.

B. Specialty food vendors shall limit the length of sales activity to no more than fifteen minutes in a single location in the public right-of-way and no more than fifteen minutes in a parking lot on public or private property. Moving the specialty food vendor vehicle to a new space on the same property to conduct sales activity in excess of fifteen minutes is prohibited and shall be grounds for suspending, revoking or denying future specialty food vendor permit as provided in Section [5.44.070](#) and/or [5.44.080](#).

C. Specialty food vendors shall not impede traffic on any road right-of-way.

D. Trash receptacles shall be provided by the specialty food vendor for customers.

E. Specialty food vendors shall be limited to operating between 10:00 a.m. and 7:00 p.m.

F. Specialty food vendors must obtain a Jackson County environmental health permit, if applicable.

G. Specialty food vendors must obtain an Oregon Liquor and Cannabis Commission (OLCC) liquor license and alcohol service permits if alcohol sales are part of the specialty mobile food business.

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.

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

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

Mayor Hank Williams

ATTEST:

City Recorder

Attachment: Ordinance Amending Ch 5.44 Mobile Food Vendors (1656 : Ordinance Amending Ch. 5.44 Mobile Food Vendors)

3 – 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 23, 2023

SUBJECT: Ordinance No _____ Ordinance Amending Transportation Utility Fee Service Charge Adjustments in Part

ACTION REQUIRED: Motion
Ordinance 2nd 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 approve the ordinance.

RECOMMENDED MOTION:

I move to Approve Ordinance No. _____ an Ordinance Amending Ordinance No. 1910 §1 (in part) Regarding Service Charge Adjustments of Transportation Utility Fee.

ATTACHMENTS:

1. Ordinance Amending Ch 11.20 Service Charge Adjustment

STAFF RECOMMENDATION:

Move the ordinance to first reading.

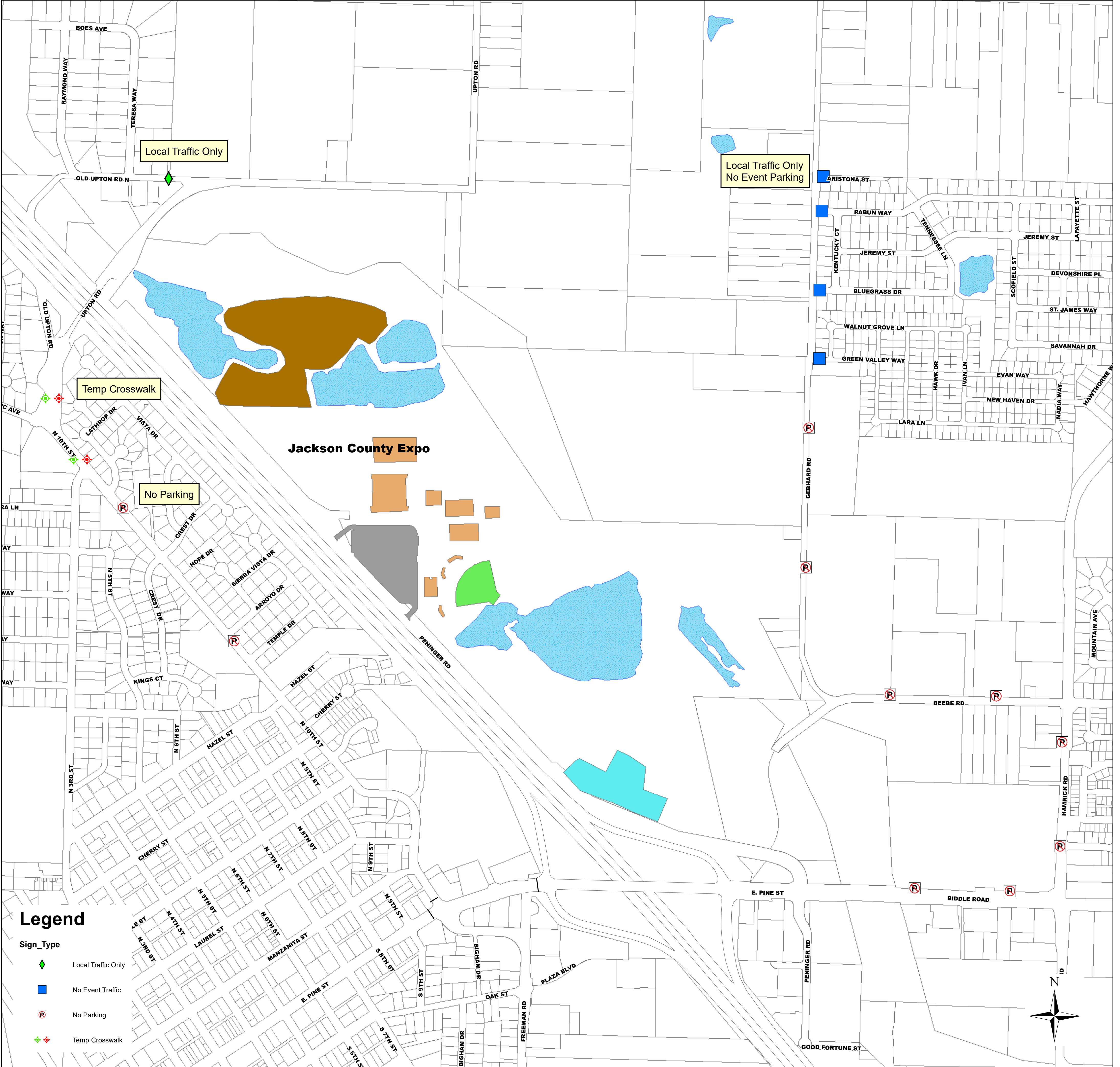
RECOMMENDED MOTION:

I move to forward the Ordinance amending Ordinance No. 2089 Section 1 (in part) regarding Mobile Food Vendors to a second reading.

ATTACHMENTS:

1. Ordinance Amending Ch 5.44 Mobile Food Vendors

Rogue Music Festival



Legend

- Sign_Type
- ◆ Local Traffic Only
 - No Event Traffic
 - P No Parking
 - ◆ ◆ Temp Crosswalk

programs in cooperation with governmental bodies/agencies and athletic/recreation organizations

STAFF RECOMMENDATION:

City staff believes this is a necessary initial step to determining the best design team to complete complicated projects.

RECOMMENDED MOTION:

None at this time.
