

CITY OF CENTRAL POINT
City Council Meeting Minutes
January 12, 2017

I. OATH OF OFFICE

I. REGULAR MEETING CALLED TO ORDER

Mayor Williams called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Mayor: Hank Williams
Council Members: Allen Broderick, Bruce Dingler, Brandon Thueson, Tanea Browning, Rob Hernandez, and Mike Quilty were present.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Chief Kris Allison; Community Development Director Tom Humphrey; Parks and Public Works Director Matt Samitore; Finance Director Steven Weber; Information Technology Director Jason Richmond; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES

Calob LaPlante and Steve Raycraft presented information regarding the proclamation for Child Trafficking Awareness month. This issue needs to be in the minds of the public because the I-5 Corridor is prone to human trafficking. This will be the third year that Central Point has supported this program. He explained the resources available in our area for anyone who has questions or know of someone who needs help or direction.

V. CONSENT AGENDA

- A. Approval of December 8, 2016 City Council Minutes
- B. Approval of Committee Reappointments for 2017
- C. Approval of Child Trafficking Awareness Proclamation

Allen Broderick moved to approve the consent agenda as presented. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

VI. ITEMS REMOVED FROM CONSENT AGENDA- None

VII. BUSINESS

A. Council President Appointment

City Manager Chris Clayton stated that at the first meeting following an election the Council is tasked with appointing a Council President who will preside over the meeting if the Mayor is not present. Mayor Williams opened the floor for nominations.

Taneeea Browning nominated Brandon Thueson for Council President.
Allen Broderick nominated Taneeea Browning for Council President.

Mayor Williams asked for a raise of hands in favor of Brandon Thueson, then a raise of hands for Taneeea Browning.

Brandon Thueson received the majority of the votes.

B. Council Representation Appointments

Mr. Clayton explained that with a newly seated council it is time to formalize who will be representing Central Point on various committees and commissions. Each of these assignments represents an important opportunity for the City Council to exert influence and maintain relationships with regional agencies and partners.

The Council reviewed the list and Mayor Williams accepted the assignments.

C. New Committee/Commission Appointments

Mr. Clayton stated that there are two vacant positions on the Planning Commission due to Rob Hernandez being elected to Council and Chuck Piland resigning. Four applications have been submitted for the positions. The applications have been reviewed by Mayor Williams, the Community Development Director and himself.

Mayor Williams stated that he would like to recommend Amy Moore and John Whiting for the two vacant positions on the Planning Commission.

Brandon Thueson moved to appoint Amy Moore to Planning Commission Position No. 4, and John Whiting to Position No. 5, both positions will expire December 31, 2017. Taneeea Browning seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Taneeea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

Mr. Clayton explained that the Citizens Advisory Committee members were asked to submit applications if they wished to continue on the Committee.

The City has received applications from Larry Martin, David Painter (Current Chair), and Sam Inkley Jr. Mr. Humphrey stated that he has been in touch with Linda Reel and Patrick Smith and they have stated that they would like to remain on the Committee.

The City has received new applications from Cinda Harmes and Cameron Noble expressing interest in being appointed to the Citizens Advisory Committee.

Mayor Williams recommended reappointing Larry Martin, David Painter, Sam Inkley, Partick Smith and Linda Reel. He also recommended appointing Cinda Harmes and Cameron Noble.

Mike Quilty moved to appoint Larry Martin, David Painter, Sam Inkley, Patrick Smith, Linda Reel, Cinda Harnes and Cameron Noble to the Citizens Advisory Committee with David Painter as Chair. Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Taneea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

D. Audit Presentation - This item was continued to a future meeting.

E. Planning Commission Report

Community Development Director Tom Humphrey explained that there was no quorum at the January 3, 2017 meeting. While they were waiting for a fourth person to arrive the three present members were introduced to the 2016 Buildable Land Inventory (BLI). This is a pre-requisite to the completion of the Housing Element to the Comprehensive Plan. Staff introduced the first cut of the BLI which will be coupled with an updated housing element in the near future.

F. Sidewalk Replacement Assistance Program

Parks and Public Works Director Matt Samitore explained that the Sidewalk Replacement program was discussed and approved by Council in October. At that time the Council asked to bring back options to assist property owners with the cost and repair of sidewalks.

Option A is a Grant program. Several Oregon Cities have implemented a grant assistant program. The City would budget an annual amount and property owners would be able to apply for either a 50% or 100% grant to have their sidewalks repaired. This would be a first come/first serve program, when the funds have been exhausted the applications would have to be put on hold until the next budget cycle.

Option B is a combination of grant funds and dedicated city resources to fund sidewalk replacements. Half of the expenses are eligible for reimbursement by a city grant, and the remaining is funded by a city based loan. The interest rates and repayment timelines would be based on the dollar amount loaned to the property owner.

Option C would use city funds and the potential of a lien on the property. This would be a city operated repair program where we identify a certain amount of repairs, based on a sidewalk inventory program. Identified repair projects would be separated into geographic areas, dividing the city into thirds. Each year repairs in each geographic area would occur and would be funded solely from appropriated city funds. Only at Council discretion, could a property owner be assessed for the portions of the repair costs.

Central Point is repairing sidewalks on an as needed basis. If we feel there is danger to the public the city will go in and repair the sidewalks. There are sections of the city that need more help than others. Staff has been reviewing sidewalk issues in Twin Creeks to determine the cause of the issues and an

estimate of how much money the repairs will cost. The proposed programs would only be for sidewalks that are a nuisance or hazard to the public.

The discussion was in favor of options A and C. Staff should bring back the top five areas of the city that need the sidewalks replaced during budget discussions.

VIII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

A. Resolution No. 1483, A Resolution Adopting the 2017 Rules of the City Council and Code of Ethics

Mr. Clayton explained that the Council must adopt rules governing the City Council. The attached draft is revised to reflect consistency with the 2010 Charter. The references to City Administrator have been changed to City Manager, and the references to the Mayor only voting to break a tie has been updated to reflect the Mayor is a voting member of the Council.

Mike Quilty moved to approve Resolution No. 1483, adopting the 2017 Rules of the City Council and Code of Ethics. Tanea Browning seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

B. Resolution No. 1484, A Resolution Declaring the City Council's Intent to Initiate an Amendment to the Central Point Municipal code Chapter 17, Zoning to Clarify the Administration of Current Policies and Standards

Mr. Humphrey stated that there are numerous housekeeping changes needed in Chapter 17, Zoning. The proposed changes do not affect current policy, but would clarify administration of current policies and standards. Staff is asking for a Resolution of Intent in order to proceed with the proposed changes. Upon approval by Council, staff will send notification to the Department of Land Conservation and Development and schedule the required public hearings.

Recommended changes include but are not limited to definitions; tables in the TOD District/Corridor Zoning Standards; off-street pedestrian access ways; changing some references from "shall" to "should" in certain situations; and removing references to marijuana dispensaries that are prohibited according to Measures approved at the November 8, 2016 election.

Allen Broderick moved to approve Resolution No. 1484, A Resolution Declaring the City Council's Intent to Initiate an Amendment to the Central Point Municipal code Chapter 17, Zoning to Clarify the Administration of Current Policies and Standards. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

C. Resolution No. 1485, A Resolution Recommending Adoption of an Agreement Between the City of Central Point and the Central Point

Chamber of Commerce for Contract Operations of the City's Visitor Information Center

Council Member Taneea Browning stated that this item would be a conflict of interest for her because she is the Chamber Director and stepped down from the dais.

Mr. Clayton explained the revised agreement with the Central Point Chamber of Commerce for operation of the Central Point Visitors Information Center (VIC). Given historical concerns and the increased requirements contained in the 2014 agreement, staff felt it was prudent to review the current agreement with council prior to allowing the automatic renewal to occur.

The recommended changes will be retroactive and extended to June 2019. Accounting and reporting has been modified because the Chamber is now providing the reporting that is required. If the council approves this resolution the agreement specifies VIC funding levels at \$22,400 per year. However, the city's annual contribution will depend on approval by the Budget Committee. The VIC will be required to present a proposed annual budget and provide details on operational specifics, goals, and objectives to the Central Point Budget Committee.

In addition to the VIC Agreement, the city has worked on the property lease for housing the Central Point Chamber and the Visitor Information Center. Staff has been able to secure a three year lease for the location with a base price of \$1.14 per square foot. There are not very many comparable properties available for this kind of space rental in Central Point.

Mike Quilty moved to Approve Resolution No. 1485, A Resolution Recommending Adoption of an Agreement between the City of Central Point and the Central Point Chamber of Commerce for Contract Operations of the City's Visitor Information Center. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved. Taneea Browning did not vote.

D. Public Hearing/First Reading of an Ordinance Amending the Land Use Element (Text and Maps) of the Central Point Comprehensive Plan to Update the commercial Land Use Section of that Document Actions Taken in the Past Allow a Wider Range of Employment Uses and Facilitate Greater Job Creation in Central Point

Council Member Rob Hernandez announced a potential conflict of interest because of his association with SB James Construction.

Community Development Director Tom Humphrey introduced and provided an overview of the amendment to the Land Use Element of the Comprehensive Plan. This amendment is initiated by the property owner. The amendment and zone change were initiated to facilitate the establishment of a corporate headquarters and light fabrication facility that is regionally supported by SOREDI.

The combined uses are a better match for the Commercial Thoroughfare designation than they are for Tourist and Office Professional.

The Council approved a resolution of intent in October to initiate this land use amendment. Staff is proposing a change to language used in the Land Use Element to affirm and clarify past City Council actions relative to commercial land use designations and their locations.

The Thoroughfare Commercial land use designation will accommodate Rogue Valley Microdevices in the Pine Street corridor. The City Planning Commission considered the amendments in December and unanimously recommended approval. The proposed application meets Comprehensive Plan Compliance once the Land Use language has been revised. There is compatibility with surrounding land uses and zoning. The zone change proposal is considered a minor amendment and Type III process. The criteria for transportation planning compliance is addressed in both the applicant's and the city's findings demonstrating adequate public services and transportation networks. The re-designation of this land should not have an appreciable difference on traffic generation or impact.

Mayor Williams opened the public hearing.

Jay Harland of CSA Planning, Agent for the Applicant

Mr. Harland stated the proposed amendment would allow for the construction of a facility with appreciably more room than their current facility. It will be compatible with the veterinary clinic and surrounding area. The city has done its due diligence in making sure that the changes will be compatible with the surrounding area and future businesses.

Jessica Gomez, Owner Rogue Valley Microdevices

Mrs. Gomez explained the back ground for the business. They are currently outgrowing their location at the airport. They have been searching for a year to find an appropriate location. This new property and floor plan will allow them to expand their workforce and hire more people. There will be offices on the Pine Street side of the property and the light industrial will be located towards the back of the property.

No one else came forward and the Public Hearing was closed.

Mike Quilty made a motion to move to Second Reading an Ordinance Amending the Land Use Element (Text and Maps) of the Central Point Comprehensive Plan to Update the Commercial Land Use Section of that Document Actions Taken in the Past Allow a Wider Range of Employment Uses and Facilitate Grater Job Creation in Central Point. Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

E. Public Hearing/First Reading of an Ordinance Amending the Central Point Zoning Map on Tax Lot 802 of 37S2W01C (4.87 Acres) From C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial Zoning

Mr. Humphrey explained that the applicant has requested a minor zone map amendment from C-4 to C-5 with the intent of developing a new tax lot for a corporate headquarters and light fabrication facility. The proposed change allows more permitted land uses and fewer conditional uses. Approval of this zone change will enable the Planning Commission approval of a conditional use permit and site plan for Microdevices to proceed.

The land use application was submitted with a Comprehensive Plan Amendment and initiated jointly by the current and anticipated property owners. The action is considered a minor amendment and is being processed using Type III procedures. The recommended zone map change is compliant with the State's Transportation Planning Rule, consistent with the City's Comprehensive Plan and demonstrates adequate public services.

Mayor Williams opened the public hearing.

Jay Harland of CSA Planning, Agent for the Applicant

Mr. Harland stated that he agrees with Staff's recommendation to approve the zone change. The change will be compatible with other uses currently in place and future projects.

No one else came forward and the public hearing was closed.

Mike Quilty made a motion to move to second reading an Ordinance Amending the Central Point Zoning Map on Tax Lot 802 of 37S2W01C (4.87 Acres) From C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial Zoning. Allen Broderick seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rob Hernandez, yes; and Mike Quilty, yes. Motion approved.

IX. MAYOR'S REPORT

Mayor Williams reported that he:

- Attended Medford Water Commission meetings. Daniel Bunn has been appointed to the Commission. He feels this is a good appointment for the MWC and Central Point.
- Attended the going away party for Fire Chief Dan Peterson.
- And the City Manager met with the new Library Director.
- Attended a TRADCO meeting.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- The Chamber of Commerce Annual Auction Dinner will be February 11th. If Council members would like to attend please let the City Recorder know.

- City hall employees attended leadership training with David Rabiner this week.
- The City Awards Breakfast is scheduled for Wednesday January 25th at 7:00 a.m. Council Members are encouraged to attend.
- Staff has been working on the Budget calendar.
- The Public Works crew did a great job keeping our streets safe during the recent storms.

XI. COUNCIL REPORTS

Council Member Allen Broderick reported that he attended a SOREDI meeting in December. They will be holding a work shop in January and are getting very active with new leadership in place.

Council Member Tanea Browning reported that:

- She attended the Fire District Board meeting. They will be implementing the Pulse Point program on February 1st.
- She met with the Fire District new CEO.
- She attended the inauguration for Dennis Richardson in Salem on December 30th, she was very impressed with his speech.
- She attended Fire Chief Dan Peterson's retirement party earlier this evening.
- The Central Point Chamber Auction will be February 11th from 5 – 8 p.m. they will have Fogline for entertainment and fantastic auction items.

Council Members Bruce Dingler, Rob Hernandez and Brandon Thueson had no report.

Council Member Mike Quilty reported that:

- He attended an Oregon MPO meeting in December.
- There was an RVACT meeting to discuss the ADA non-compliant ramps and the lawsuits being issued.
- He attended a TRADCO meeting regarding a potential for transportation funding bill in the legislation this year.

XII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that:

- The Public Works and Police Department Staff worked very hard to keep the streets safe in Central Point during the recent snow and ice storms. The City has been researching snow plow attachments for future storms.
- The MPO Tech Advisory Committee moved the W. Pine Street project to the top of the list. This is a 4.5 million dollar project.

Police Chief Kris Alison reported that:

- Staff has been very busy this month with requested welfare checks and people having problems with the weather.
- She is excited to announce that Lt. Scott Logue will be returning to Central Point once he and his family move back from Hawaii.

- She wanted to recognize the Public Works staff for doing such a great job on the streets. She has received several compliments about how nice our streets were.
- Patrol Officers are watching the local creeks for potential flooding issues.

Finance Director Steven Weber reported:

- That staff has finalized the first water financing agreement. These are for property owners who live outside the city limits but are in need of city water. They sign a consent to annex agreement, payments on Water meter installation and city SDC fees are deferred. These agreements allow the property owner to make payments over time.
- He is ready to start finalizing the details for refinancing the reservoir loan. The Council should see a Resolution in February.
- He has been working on the budget schedule and recruiting for the Budget Committee.
- He has been appointed to the Fire District No. 3 Budget Committee.

Community Development Director Tom Humphrey reported that:

- He attended the ACT Committee meeting where they awarded funds for a project at Scenic and Hwy 99.
- Rogue River Irrigation District has an aggressive plan to pipe their canals underground. This will help stop seepage and evaporation. He has been asked to write a letter of support for this project.

City Attorney Sydnee Dryer stated that she will be out of town for the next Council Meeting.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

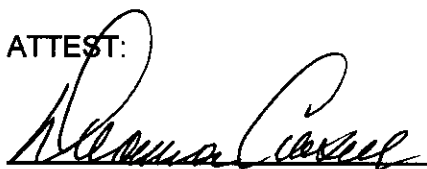
Brandon Thueson moved to adjourn, Rob Hernandez seconded, all said "aye" and the Council Meeting was adjourned at 9:09 p.m.

The foregoing minutes of the January 12, 2017 Council meeting were approved by the City Council at its meeting of January 26, 2017.

Dated: 1/27/17


Mayor Hank Williams

ATTEST:


City Recorder