

**CITY OF CENTRAL POINT
City Council Meeting Minutes
January 26, 2017**

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, Tanea Browning, Brandon Thueson (via telephone) Rob Hernandez, and Mike Quilty were present.

City Manager Chris Clayton; City Attorney Hillary Zamudio; Police Chief Kris Allison; Police Captain Dave Croft; Community Development Director Tom Humphrey; Parks and Public Works Director Matt Samitore; Finance Director Steven Weber; IT Director Jason Richmond; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES - None

V. CONSENT AGENDA

A. Approval of January 12, 2017 City Council Minutes

Mike Quilty moved to approve the Consent Agenda as presented. Tanea 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. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2031, An Ordinance Amending the Land Use Element (Text and Maps) of the Central Point Comprehensive Plan to Update the Commercial Land Use Section that Document Actions taken in the Past, Allow a Wider Range of Employment Uses and Facilitate Greater Job Creation in Central Point

Community Development Director Tom Humphrey explained that this is the second reading of an Ordinance to amend the Land Use Element of the Central Point Comprehensive Plan. The proposed update is compatible with surrounding area, Compliant with the Transportation Planning Rule OAR 660-012-0060, and has adequate public services. Mr. Humphrey presented the streetscape view of what the proposed building for Rogue Valley Microdevices will look like.

Allen Broderick moved to approve Ordinance No. 2031, An Ordinance Amending the Land Use Element (Text and Maps) of the Central Point Comprehensive Plan to Update the Commercial Land Use Section that Document Actions taken in the Past, Allow a Wider Range of Employment Uses and Facilitate Greater Job Creation in Central Point. 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. Ordinance No. 2032, An Ordinance Amending the Central Point Zoning Map on Tax Lot 802 of 37S 2W 01C from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial Zoning

Mr. Humphrey explained that this is the second reading of an ordinance to amend the zoning map. This amendment was initiated by the property owner in order to allow a Corporate Headquarters and Light Fabrication Facility. The proposed zone change allows more permitted land uses and fewer conditional uses. There were no recommended changes at the first reading of the Ordinance.

Mike Quilty moved to approve Ordinance No. 2032, An Ordinance Amending the Central Point Zoning Map on Tax Lot 802 of 37S 2W 01C from C-4, Tourist and Office Professional to C-5, Thoroughfare Commercial Zoning. Rob Hernandez 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. A Resolution to Commence Foreclosure of Civil Penalties and Nuisance Abatements

This item was continued at the request of the City Attorney.

D. Resolution No. 1486, A Resolution Recommending Adoption of a Proposal Between the City of Central Point and the Central Point Chamber of Commerce/Visitor Information Center for Community Outreach and Engagement Services

Council Member Tanea Browning excused herself from the discussion due to an Actual Conflict of Interest.

City Manager Chris Clayton explained that during the 2015-2017 Budget process the Budget Committee and City Council programed \$12,000 for a community outreach and engagement project. The program was intended to produce improved communication/interaction with both the general public and business community. The program would include city brand identification, brand development, brand promotion/communication and community connectivity. The city has asked the Chamber of Commerce/Visitors Information Center for the described services.

The estimated project cost is \$10,899.85 and will provide trusted and accurate information to the public, facilitate the development and implementation of a comprehensive overview of our city and surrounding area and what they offer. A brochure would showcase the local residents participating in our community and offer the traveling public a glimpse of our "small town feel".

The Chamber and City are recommending ParaDux Media Group to design a Central Point Visitors Center Logo that embodies the essence of our community. There will be meetings with the community and business owners. This process will have extensive community engagement. The proposed Resolution authorizes the City and the Chamber to work with Paradux Media Group to help market our events and get the community involved in the branding process.

If the Council is not in favor of the proposal from the Chamber we can put the project off until it can be done by city staff. We currently do not have staff members available to work on this extensive project.

Mike Quilty moved to approve Resolution No. 1486, A Resolution Recommending Adoption of a Proposal Between the City of Central Point and the Central Point Chamber of Commerce/Visitor Information Center for Community Outreach and Engagement Services. Allen Broderick 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.

VIII. BUSINESS

A. 2016 Audit Report

City Auditor Paul Neilson, from Isler CPA, LLC presented the Comprehensive Annual Financial Report for the year ending June 30, 2016. He explained the required communication for local government audits, and the auditors responsibilities. There were no significant findings, or corrected statements. He explained what they review and test. The City of Central Point is good condition with 150 days available in the General Fund. He explained GASB 68 and how it affects the cities different fund balances.

B. Annual Water Rate Review

Parks and Public Works Director Matt Samitore explained that the Medford Water Commission (MWC) approved water rate adjustments effective March 1, 2017. Included in these adjustments is a two percent reduction to the "other cities" rate category.

The City's long term rate plan indicates a 4% increase for the 2017-18 Budget. After analyzing the 2010 water study and taking into account the reduction in the MWC fees it appears that the City only needs to increase rates by 1%.

The water fund is healthy and a 1% increase will not make a huge difference up or down for one year. Council discussed the way citizens may react when they find out that the MWC has reduced our rates, yet we are increasing theirs. If we do not increase the rates this year there will be a larger increase for next year.

Council was in favor of waiting and defer the increase into a larger increase in the 2018-2019 fiscal year.

C. Annual Storm Drain Rate Review

Mr. Samitore explained that the Storm Drain Utility Fund is healthy and no increase is recommended for this year. Some of the SDC's that we are currently seeing are helping support the fund. We have been successful in funding several large projects since the increase in 2010.

Depending on the quantity of new and infill development, there could a small increase recommended for 2018-2019. Staff will conduct an analysis in January 2018 to see if any future adjustment is required.

D. Annual Street Rate Review

Mr. Samitore explained the Street Utility Fee was implemented to help stabilize the street fund because of the redirection of franchise fees into the general fund, and a reduction in new development. In 2007 when developing the original street utility fee there was consideration that the state would adopt a long-term comprehensive fuel tax solution and a sunset clause was included. However, with no state-wide transportation funding solution being implemented the sunset clause was eliminated in 2010.

Fuel tax solutions implemented by the state in 2007 and the city's street utility fee allowed the street fund to build a healthy carryover balance which will provide match for grants and continuation of our street maintenance program. The state wide fuel tax solutions have stagnated over the past three years but the city's street fund has been able to keep up with maintenance. This does not allow the ability to take on additional larger maintenance projects.

Major ADA improvements are needed to include compliant wheel chair ramps, pedestrian signals and pedestrian corridors. A comprehensive plan for compliance will be introduced as a budget request this year. The City would like to start working on the areas where we have received the most complaints by citizens which include pedestrian signal upgrades and accessible ramps at 10th/E. Pine and Oak/Freeman intersections and pedestrian corridors for N. 10 Street, North 3rd Street and Hamrick/Vilas Roads. He explained that there are several areas associated with city buildings and parks that should be addressed regarding ADA compliance.

In order to start working on these projects staff recommends an increase to the street utility fee of \$1.02 which would be ear-marked for ADA compliant projects. This recommendation would bring the street utility fee to \$6.00 per single family.

He presented a comparison with other cities in the valley and this would keep us in the middle range.

Council discussed the need to have an ADA compliant consultant or if it could be done in house. Staff recommends a consultant because of the law suits that are happening in surrounding cities and at the state level. Staff is not currently trained in the new ADA requirements and would like to discuss liability issues with CIS and the City Attorney regarding a consultant verses a staff member to work on the plan.

Council directed staff to bring back a recommendation for the \$1.02 increase with specifics for dedicating the funds for ADA compliance issues.

IX. MAYOR'S REPORT

Mayor Williams reported that he attended:

- a Medford Water Commission meeting. They are looking for a General Manager and will be working on their Strategic Plan.
- the Central Point Chamber mixer at Fire District 3.
- the ground breaking ceremony for the Rogue Credit Union new building. They were very pleased that so many staff and Council members showed up.
- the Central Point Chamber Volunteer Luncheon.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- He will be drafting a letter to the Medford Water Commission regarding the General Manager Position explaining that Central Point would like to volunteer a representative to help with the interview process and we would like to be involved in their Strategic Plan process.
- Budget Kick off starts on February 9th. Staff will be meeting in the morning to discuss budget items and goals for the next two years.
- the Council will be seeing the Parks Master Plan at the February 9, 2017 meeting.
- There will be layoffs in the Jackson County Mental Health Department. We are concerned that the Mental Health calls will increase because of this step. We hope that some of the local agencies will step up and hire those who will be laid off. It is important that we provide help for mental health patients.
- The quest opinion that the Mayor sent in regarding Costco will be in the City Newsletter next month. So that citizens who didn't read it in the newspaper will be able to have it.

XI. COUNCIL REPORTS

Council Member Mike Quilty reported that:

- He attended an OFEC meeting in Salem last week. They will be adding additional miles of road designated as State Hwy and included in the national Freight System for funding.

- He met with RVCOG last week regarding the W. Pine Street project for the 2018-21. It is still the number one project for funding.

Council Member Brandon Thueson reported that he did a presentation for the Boy Scouts about what a Council Member does. They were very interested in the marijuana issue and very disappointed at how much Council Members make.

Council Member Rob Hernandez reported that he has received the Fire District 3 Budget documents and will be attending their budget committee meetings.

Council Member Bruce Dingler reported that he attended the Study Session.

Council Member Tanea Browning reported that:

- She attended the Greeters at the Fire District No. 3 Central Point station.
- She attended the Study Session.
- She attended the Fire District No. 3 Board meeting.
- She attended the Rogue Credit Union ground breaking ceremony.
- RVCOG reports that Comicon will be coming to downtown Medford on April 29th, evidently this is a big event and there will be lots of people in attendance. They will also be hosting an Elected Official meeting. The Phoenix City Manager was helping to deliver Meals on Wheels during the recent snow storms.
- She attended a retirement party at Peoples Bank and was approached by a citizen who is impressed with how well the city is run.

Council Member Allen Broderick reported that:

- He attended the Parks and Recreation Committee Meeting and they reviewed the Parks Masterplan.
- He attended the Study Session.
- The Southern Oregon Business Conference was a very positive event this year. They explained that Elected Officials should be out in the community trying to attract businesses.

XII. DEPARTMENT REPORTS

Information Technology Director Jason Richmond stated that they have been working on budget projections for the next two years. He attended a local Information Technology round table that was well attended by both local government agencies and businesses.

Parks and Public Works Director Matt Samitore reported that:

- He will be doing a presentation to the school district regarding the twin creeks rail crossing. The City will need some right-of-way and a slope easement to complete the project.
- Due to the recent storms and weather conditions there are several pot-holes around town that they are trying to maintain until the weather is nice enough to complete a permanent fix.

- The city has been able to repair damage to the parks from trees breaking under the wet snow. We will be looking at private property trees where people are concerned they may be a danger. We may need to force owners to remove some trees.

Police Chief Kris Allison reported that:

- There is a Country Crossing traffic meeting tomorrow at the Sheriff's office. Several staff members will be attending.
- There will be a dedication at the US Cellular Park in Medford for the Vietnam Memorial Wall. This will be a great location for the wall.
- On February 18th she will be joining several staff members by participating in the Polar Plunge at Jackson Pool. This event helps to support the Special Olympics.
- They have concluded interviews for a lateral Police Officer position. They hope to have someone onboard soon.
- The Central Point Police Department will be offering concealed weapons permit classes. They will be advertised in the RECreate Guide and the City Newsletter.
- The Central Point Police Officers have been through crisis intervention training to help identify mental health crisis issues. This will help with the loss of the mental health programs in the area.

Finance Director Steve Weber had no report.

Community Development Director Tom Humphrey reported that representatives for the new Twin Creeks Apartments will be introducing the project to the community at the Twin Creeks Retirement facility. This is in an attempt to alleviate any concerns with the residents that live in the area.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Bruce Dingle moved to adjourn, Rob Hernandez seconded, all said "aye" and the Council Meeting was adjourned at 8:36 p.m.

The foregoing minutes of the January 26, 2017, Council meeting were approved by the City Council at its meeting of February 9, 2017.

Dated: 2/13/17


Mayor Hank Williams

ATTEST


City Recorder