

IX. ORDINANCES, AND RESOLUTIONS

- 15 - 16 A. Resolution No. _____, Scheduling Biennial Election of Central Point City Officers for November 6, 2018 (Clayton)

X. BUSINESS

- 18 A. Discussion of System Development Credits for Snowy Butte Station (Samitore)
- 21 - 29 B. March 31, 2018 Quarterly Financial Report (Webber)
- 31 - 34 C. Central Point Chamber of Commerce Report (Browning)

XI. MAYOR'S REPORT

XII. CITY MANAGER'S REPORT

XIII. COUNCIL REPORTS

XIV. DEPARTMENT REPORTS

XV. EXECUTIVE SESSION

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XVI. 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 541-423-1026 (voice), or by e-mail to Deanna.casey@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

Consent Agenda

CITY OF CENTRAL POINT
City Council Meeting Minutes
April 12, 2018

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: Kelly Geiger, Bruce Dingler, and Mike Quilty were present. Brandon Thueson, Tanea Browning, Rob Hernandez were excused.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Lieutenant Greg Bruce; Community Development Director Tom Humphrey; Parks and Public Works Director Matt Samitore; and City Recorder Deanna Casey were also present.

IV. SPECIAL PRESENTATION

A. Fire District No. 3 Annual Report

Fire Chief Bob Horton presented the report and explained the Strategic Plan process and highlights. He updated the Council on the most recent structure fires in the city limits and the cause of those fires. They have implemented a robust smoke alarm program. The Pulse Point program is off to a great start with 1,089 people signed up to assist with a cardiac event near them. They plan to continue with their community involvement programs such as the Sparrow Club partnership with the Central Point Police Department. They will be enhancing their facilities with seismic upgrades during the next few years.

B. Central Point Police Sparrow Club Fundraising.

Central Point Police Detective Josh Abbott updated the Council on their Sparrow Club family. They are working with the Fire District and the School District to sponsor a Sparrow Family. He explained some of the fundraising events planned throughout the year to help a family in need.

V. PUBLIC APPEARANCES

VI. CONSENT AGENDA

- A. Approval of March 22, 2018 City Council Minutes
- B. Approval to Cancel May 10, 2018 Council Meeting

Mike Quilty moved to approve the Consent Agenda as presented. Kelly Geiger seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Kelly Geiger, yes; and Mike Quilty, yes. Motion approved.

VII. ITEMS REMOVED FROM CONSENT AGENDA - None

VIII. ORDINANCES AND RESOLUTIONS

A. **Second Reading – Ordinance No. 2044, An Ordinance Amending the Central Point Municipal Code Creating Chapter 2.05 Rules of Conduct at City Meetings**

City Attorney Sydnee Dreyer stated this was the second reading of an ordinance clarifying the rules of conduct for city meetings in regards to procedure if a decision is appealed regarding disruptive behavior of a citizen in attendance. If the Council chooses to remove a member of the audience an appeal would need to go in front of someone other than the City Council. If the proposed ordinance is approved the City Manager will enter into a contract with someone for the position of hearings officer.

Mike Quilty moved to approve Ordinance No. 2044, An Ordinance Amending the Central Point Municipal Code Creating Chapter 2.05 Rules of Conduct at City Meetings. Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Kelly Geiger, yes; and Mike Quilty, yes. Motion approved.

VIII. PUBLIC HEARING

A. **Public Hearing – Resolution No. 1533, A Resolution approving the conceptual land use and transportation Plan for CP – 5/6, An Urban Area of the City of Central Point, Oregon**

Community Development Director Tom Humphrey presented a power point presentation explaining the Conceptual Land Use and Transportation Plan for CP-5/6. This is a concept only and nothing is written in stone. There will be several opportunities for citizen input for individual areas. He explained the proposed zoning, proposed areas for parks, and traffic circulation maps.

Public comment on this conceptual plan was received during the CAC meetings in October and November. A number of county residents interacted with staff at those meetings and some residents sketched their own ideas for conceptual land use plans. Those plans were presented to the Planning Commission in December and then revised for their meeting in February. The final plan for the concept is a combination of the original staff concept and various citizen alternatives.

He reminded the Council that the city is obligated to honor its commitment to the Regional Plan, and the Concept Plan is a general guide and the designations the city places on property in this plan do not change the county zoning or force county residents to come into the UGB.

This item is being introduced to the City Council after having received input from public agencies and private citizens. In order to comply with the Regional Plan, the city must assign an urban land use designation to all of the land in the URA using the categories and percentages to which the City and County agreed. The

average residential density must be 6.9 units per acre. City land use designations only become effective at the time of a UGB Amendment and annexation into the city limits. It has never been the practice of the City of Central Point or past Council to force annex property into the city.

Mayor Williams opened the Public Hearing.

Katy Mallams, Heritage Road, Central Point

Mrs. Mallams was concerned because there are two maps that show locations for parks but the locations are different. Which map would be approved with this Resolution? Mr. Humphrey explained that they are conceptual and vague. The indicators on the maps are approximate locations for parks and roads.

Anton Peterson, Grant Road, Central Point

Mr. Peterson asked what this will cost him, and when would he be part of the City. He is worried about who will be paying for the infrastructure and the impact more homes along Grant Road will do to their safety. He is against the proposal.

Louise Salvaida, Scenic Road, Central Point

Mrs. Salvaida congratulated the Planning Staff on a job well done, it was hard to keep everybody happy with the decisions they had to make. She is in favor of Grant Road going to the west side of CP-6A and being used as a buffer zone. They want to continue using their property for farm use and are not comfortable with high density zoning around their property.

Larry Martin, Taylor Road, Central Point

Mr. Martin is speaking on behalf of the Taylor West Group and referenced a letter he sent to the City Council in favor of this Plan. The concept plan is a general guide and is not binding to any of the properties. There are certain parameters which will need to be met at some time in the future. This is a 50 year plan and most of the issues brought forth tonight will not be an issue by that time. The Taylor West Group are in favor of approving the resolution with Attachment B.

Russell Cox, Grant Road, Central Point

Mr. Cox stated that he is favor of approving the plan and allowing people to do what they wish with their property.

Judy Booth, Newberry Road, Central Point

Mrs. Booth is concerned about losing their access to irrigation water and concerned about construction in the area that could devastate their wells and the ground water. The road that accesses their property is maintained by the property owners, not the county.

City Attorney Sydnee Dryer explained that this is a long term plan. It will be years before anyone will be building subdivisions. There are still several more steps that need to take place before any of the properties that are interested in being a part of the City will have the ability to annex.

Jim Booth, Newberry Road, Central Point

Mr. Booth explained that years ago they told the County and the City that they were not interested in being part of this process but they were ignored. He provided the City Recorder with a list of residents stating that they were not in favor of this action. This document was presented at the CAC meeting in November. He is concerned these people were not all notified of the meeting tonight.

Dean Finch, New Ray Road, Central Point

Mr. Finch is concerned about development happening and not being maintained. There are areas within Central Point that should be maintained before the city looks to increase in size. He is also concerned with how development would affect wells in the area. There are places East of Central Point that should be reviewed before this area is considered.

Tim Higginbotham, Taylor Road, Central Point

Mr. Higginbotham expressed support for the process. It has been a well thought out process and the City and County have done a good job taking comments and concerns from the citizens. He stated that the right type of development in the area could help with any of the concerns with the wells.

Mayor Williams closed the Public Hearing.

There was discussion regarding the next steps for a UGB expansion. Mr. Humphrey explained this is the fifth of eight concept plans that must be completed. Residents will need to approach the city regarding an expansion. There will be several public hearing and meeting with the City, County and State to review the concept plans and narrow plans to the area to be considered. Historically Central Point has not force annexed property unless there are extenuating circumstances. Even if an area is included in an Urban Growth Boundary it does not mean they would automatically be annexed into the city, it only means they would have the ability to annex.

Council Member Michael Quilty explained the years and meetings that went into the Urban Reserve Process. There are transportation committees who have been working on the Urban Reserve Areas in the valley.

Michael Quilty moved to approve Resolution No. 1533, A Resolution approving the conceptual land use and transportation Plan for CP – 5/6, An Urban Area of the City of Central Point, Oregon with Attachment B. Kelly Geiger seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Kelly Geiger, yes; and Mike Quilty, yes. Motion approved.

IX. BUSINESS

A. Planning Commission Report

Community Development Director Tom Humphrey reported that on April 3, 2018 the Planning Commission was introduced to the Parks and Recreation Element of the Central Point Comprehensive Plan. There was a lack of familiarity with the Master Plan so the number of questions revolved around the basis for

conclusions. The Commission directed staff to schedule a public hearing to receive comment on the Parks and Recreation Element for their May 1, 2018 meeting.

B. Update on Public Works Corporation Facility

Parks and Public Works Director Matt Samitore explained that the City has been looking at options to relocate the Public Works Corporation yard. The current location would be better served as a Community Center. With this in mind staff has been searching for property to purchase or lease and move the corporation yard to an alternative location. Recently the City has talked with the County Administration regarding property located near the airport. This property is the correct zoning and would provide enough space to accommodate long-term growth requirements.

The lease for the Upton Road property is up for renewal this year. Mr. Weidum would like to continue to lease or purchase the property from the city. However the current lease is approximately \$2,700 a year for 47 acres. Staff has recently been approached by a client who would like to lease the land to grow hemp and would be willing to pay \$1,000 per acre equaling \$40,000 annually which would cover the lease of the property proposed by the County for the corporation yard.

Staff is looking for direction from the council if we should pursue the lease with the airport or continue looking. There was discussion of the pros and cons of locating the corporation yard on Table Rock Road.

Council was in favor of researching the lease of the Upton property for a new tenant and leasing property from the County for a corporation yard.

IX. MAYOR'S REPORT

Mayor Williams reported that he attended a MWC meeting where they discussed the cost to produce water at the Duff Plant and the Medford Chamber Forum.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported:

- There are several new development concepts coming in for the east side of town along Biddle and Table Rock Roads.
- The Pilot Station is planning an expansion soon.
- There is a property located at 466 S. Front Street with a six foot fence with barbed wire on top. Staff will be sending a letter to remove the barbed wire because it is against the Municipal Code in Central Point.
- He has been working with Environmental Services Coordinator Stephanie Holtey on the citizen survey.
- We received a letter from the MWC and it looks like the SDC fees for Central Point will decrease a little next year.

XI. COUNCIL REPORTS

Council Member Michael Quilty reported that:

- He has had several discussions with the Planning Manager at RVCOG regarding transportation projects around the valley.
- He attended an MPO meeting on March 27th.
- He attended the fundraiser at Bobbios for our Sparrow Family.
- He has been out of town attending Oregon Freight Advisory Committee meetings and an LOC Transportation Committee meeting.

No other reports were given.

XII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported there is still a delay for the Twin Creeks Crossing. We are waiting for reports regarding Century Link lines and possibly our water line. TYLN did not complete their task and we are trying to catch up on several aspects of the project. It looks like construction will not begin until this fall because the other contractors have other projects to complete. Unfortunately we may need to get the courts involved to get satisfaction on this project.

Lieutenant Greg Bruce had no report.

Community Development Director Tom Humphrey reported that there will be a Planners network meeting in Central Point for local planners. City Attorney Dryer will be presenting a planners workshop on May 9th for anyone interested. There will be planning commission members from other cities in attendance.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Mike Quilty moved to adjourn, Kelly Geiger seconded, all said "aye" and the Council Meeting was adjourned at 9:10 p.m.

The foregoing minutes of the April 12, 2018, Council meeting were approved by the City Council at its meeting of April 26, 2018.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder



City of Central Point
Staff Report to Council

ISSUE SUMMARY

MEETING DATE:	STAFF MEMBER: Matt Samitore
SUBJECT: Arbor Week Proclamation	DEPARTMENT: Parks and Recreation
ACTION REQUIRED: <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing <input type="checkbox"/> Ordinance 1 st Reading <input type="checkbox"/> Ordinance 2 nd Reading <input type="checkbox"/> Resolution <input type="checkbox"/> Information/Direction <input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Other	RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not applicable Comments:

BACKGROUND INFORMATION: The Arbor Week proclamation is important to the City of Central Point in that it will assist in securing recertification of the city's Tree City USA designation. 2019 will be the sixth year that the city has received this designation. To qualify as a Tree City USA community, a city must meet the required standards established by The Arbor Day Foundation and the National Association of State Foresters. The 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 will raise awareness of the importance of trees in Central Point, expand the tree canopy by planting additional trees, and enhance the parks and open spaces where trees are planted.

FINANCIAL ANALYSIS: No Impact

STAFF RECOMMENDATION: Approve the Arbor Week proclamation and join Central Point Parks and Recreation Department in celebration of Arbor Week: April 1 – 7, 2018

RECOMMENDED MOTION:

ATTACHMENTS: Arbor Week Proclamation



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 1 - 7, 2018 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 _____



Resolution

Approving Supplemental Budget



City of Central Point
Staff Report to Council

ISSUE SUMMARY

MEETING DATE: April 26, 2018	STAFF MEMBER: Steve Weber
SUBJECT: Supplemental Budget	DEPARTMENT: Finance
ACTION REQUIRED: <input checked="" type="checkbox"/> Motion <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Ordinance 1 st Reading <input type="checkbox"/> Ordinance 2 nd Reading <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information/Direction <input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Other	RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not applicable Comments:

BACKGROUND INFORMATION:

Oregon Revised Statutes allows for changes to a budget when unanticipated events occur. More specifically, ORS 294.471 Supplemental budget in certain cases; no increase in property taxes permitted. (1) Notwithstanding requirements as to estimates of and limitation on expenditures, during the fiscal year or budget period for which the original budget was adopted, the governing body of a municipal corporation may make one or more supplemental budgets under any of the following circumstances:

(a) An occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period and that requires a change in financial planning.

(c) Funds that are made available by another unit of federal, state or local government and the availability of which could not reasonably be foreseen when preparing the original budget or a previous supplemental budget for the current year or current budget period.

Due to qualifying conditions, most notably the completion of the 2016-17 annual audit where several funds had larger than anticipated carryover balances, the following budget adjustments are proposed:

General Fund: Professional services and capital outlay for the purchase and demolition/cleanup of 466 S. 1st Street/75 Bush; donation to St. Vincent de Paul to provide assistance to Central Point residents being served rental eviction or utility shut off notices. The result of these changes equals an increase of \$121,000 in appropriations.

Street Fund: ODOT grant award for ped/bike safety project; professional services for the conceptual drawings work on the new Public Works yard. The result of these changes equals an increase of \$125,000 in appropriations.

Water Fund: Additional costs for the water line installation as part of E. Pine Streetscaping project; professional services for the conceptual drawings work on the new Public Works yard; completion of the Water Master Plan update in this budget cycle instead of the 2019-21 budget cycle. The result of these changes equals an increase of \$125,000 in appropriations.

Stormwater Fund: Professional services for the Jewett Swale re-design for storm drain related issues - \$15,000 increase in appropriations.

More detail on each of the above proposed budget adjustments is provided within the attached resolution.

FINANCIAL ANALYSIS:

With adoption of the changes contained in this supplemental budget (\$386,000), as well as supplemental budget approved earlier in the year, the total 2017/19 biennial budget will increase from the original adopted budget of \$49,991,429 to \$50,575,574.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

N/A

STAFF RECOMMENDATION:

Make a motion to approve the resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____ a Resolution approving a 2017-19 supplemental budget.

ATTACHMENTS:

Resolution

A RESOLUTION OF THE CITY OF CENTRAL POINT
APPROVING A 2017/19 SUPPLEMENTAL BUDGET

RECITALS:

A. ORS 294.471 allows the governing body to adopt a supplemental budget when certain conditions exist, such as an occurrence or condition was not known at the time the budget was adopted; a situation was not foreseen and requires prompt action; money is received that was not anticipated, or a request for services or facilities is received which will be paid by another entity and was not known at the time of the adoption of the budget.

A. General Fund: Within the General Fund there are two budget amendments totaling \$121,000 in additional appropriations:

- \$13,000 for attorney costs. Due to the unanticipated costs of the 466 S. 1st Street/75 Bush Street foreclosure process.
- \$72,000 for capital outlay. This item is for the initial purchase and property demolition/cleanup of 466 S. 1st Street/75 Bush Street.
- \$36,000 for utility discounts. Donation to St. Vincent de Paul social services program to provide assistance to Central Point residents being served rental eviction or utility shut off notices.

B. Street Fund: Within the Street Fund there are two budget amendments totaling \$125,000 in additional appropriations:

- \$5,000 for professional services. This item is for the conceptual drawings of the new Public Works yard.

Further allocation of this project is found under "C" of this document.

- \$120,000 for capital outlay. This item is the ped/bike safety project we were awarded by ODOT on E. Pine from 7th to off-ramp.

C. Water Fund: Within the Water Fund there are three budget amendments totaling \$125,000 in additional appropriations:

- \$5,000 for professional services. This item is for the conceptual drawings of the new Public Works yard.
- \$65,000 for capital outlay. Additional costs for the water line installation on Pine Street between 7th and 10th Streets as part of the East Pine Streetscaping project. \$300,000 was already budgeted towards this project in the 2017/19 budget.

- \$55,000 for capital outlay. An update to the Water Master Plan was budgeted to begin in the 2018/19 fiscal year and finished in the 2019/20 fiscal year. This allows the entire update to be completed in the 2018/19 fiscal year.

D. Stormwater Fund: \$15,000 for professional services. This line item is for the Jewett Swale re-design for storm drain related issues.

The City of Central Point resolves:

Section 1.

	Appropriation	Revenues	Expenses	Adjusted Appropriation
<u>General Fund</u>		<u>\$ 22,154,153</u>	<u>\$ 22,154,153</u>	
Carryover Balance	\$ 3,916,493	\$ 36,000		\$ 3,952,493
Misc. Revenue	\$ 140,000	\$ 85,000		\$ 225,000
Professional Services - Admin.	\$ 250,000		\$ 13,000	\$ 263,000
Utility Discounts	\$ 20,000		\$ 36,000	\$ 56,000
Capital Outlay	\$ -		\$ 72,000	\$ 72,000
General Fund - Revised		<u>\$ 22,275,153</u>	<u>\$ 22,275,153</u>	
<u>Street Fund</u>		<u>\$ 8,386,954</u>	<u>\$ 8,386,954</u>	
Carryover Balance	\$ 2,205,714	\$ 5,000		\$ 2,210,714
State Grant - ODOT	\$ -	\$ 120,000		\$ 120,000
Professional Services	\$ 42,000		\$ 5,000	\$ 47,000
Ped/Bike Off Ramp Project	\$ -		\$ 120,000	\$ 120,000
Street Fund - Revised		<u>\$ 8,511,954</u>	<u>\$ 8,511,954</u>	
<u>Water Fund</u>		<u>\$ 9,373,047</u>	<u>\$ 9,373,047</u>	
Carryover Balance	\$ 2,377,253	\$ 125,000		\$ 2,502,253
Professional Services	\$ 20,000		\$ 5,000	\$ 25,000
Water Line - 7th to 10th Street	\$ 300,000		\$ 65,000	\$ 365,000
Water Master Plan	\$ 55,000		\$ 55,000	\$ 110,000
Water Fund - Revised		<u>\$ 9,498,047</u>	<u>\$ 9,498,047</u>	
<u>Stormwater Fund</u>		<u>\$ 2,909,375</u>	<u>\$ 2,909,375</u>	
Carryover Balance	\$ 1,084,275	\$ 15,000		\$ 1,099,275
Professional Services	\$ 16,000		\$ 15,000	\$ 31,000
Stormwater Fund - Revised		<u>\$ 2,924,375</u>	<u>\$ 2,924,375</u>	

Passed by the Council and signed by me in authentication of its passage this _____ day of April 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Resolution

Scheduling Biennial Election



City of Central Point
Staff Report to Council

ISSUE SUMMARY

MEETING DATE: April 26, 2018 SUBJECT: Resolution Scheduling Biennial Election	STAFF MEMBER: Chris Clayton; Deanna Casey DEPARTMENT: Administration
ACTION REQUIRED: <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing <input type="checkbox"/> Ordinance 1 st Reading <input type="checkbox"/> Ordinance 2 nd Reading <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information/Direction <input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Other	RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not applicable Comments: Housekeeping Resolution

BACKGROUND INFORMATION: <p>The attached resolution sets the date for the next general election of city officers to coincide with Statewide General Election on Tuesday November 6, 2018. The positions of Ward I, Ward II, and Ward III will be up for election.</p> <p>The filing period for the election begins Monday July 9, 2018 and runs through Thursday August 23, 2018.</p> <p>Election packets are being prepared and will be available July 9, 2018 in City Hall.</p>
FINANCIAL ANALYSIS: There is no financial impact to the city for this election.
RECOMMENDED MOTION: I move to approve Resolution No. _____, Scheduling Biennial Election of Central Point City Officers on November 6, 2018.
ATTACHMENTS: 1) Proposed Resolution

RESOLUTION NO. _____

A RESOLUTION SCHEDULING BIENNIAL ELECTION OF CENTRAL POINT CITY OFFICERS ON NOVEMBER 6, 2018

RECITALS:

- A. The Central Point City Charter provides that regular City elections shall be held at the same time and place as biennial general state elections, and the next biennial state election is scheduled for November 6, 2018;
- B. The biennial election of the City of Central Point, Oregon, shall be held concurrently with the general election of the State of Oregon on November 6, 2018, between the hours of 7:00 a.m. and 8:00 p.m. Pacific Standard Time, at which election the citizens shall elect one council member from Ward I, Ward II, and Ward III.
- C. The precincts and judges and clerks of election shall be the same as those provided within the City of Central Point, Oregon, for the statewide general election held on the same date.
- D. The City Recorder is hereby authorized and directed to give notice of said election by posting notice thereof in a conspicuous place in the City Hall and in one public place in each voting precinct of the City. The notice shall state the officers to be elected and the time and place of the election.
- E. All candidates for the offices mentioned in Section 1 above shall file the proper forms of nomination with the City Recorder during normal business hours between Tuesday, July 9, 2018, and Thursday, August 23, 2018.

The City of Central Point resolves as follows:

Section 1. The Central Point City Charter provides that regular City elections shall be held at the same times and places as biennial general state elections, and the next biennial state election is scheduled for November 8, 2018;

Passed by the Council and signed by me in authentication of its passage this ____ day of April, 2018.

Mayor Hank Williams

ATTEST:

City Recorder

Discussion

Snowy Butte Station SDC Credit



City of Central Point
Staff Report to Council

ISSUE SUMMARY

MEETING DATE: 4-18-2018	STAFF MEMBER: Matt Samitore
SUBJECT: Discussion of System Development Credits for Snowy Butte Station	DEPARTMENT: Public Works
ACTION REQUIRED: <input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing <input type="checkbox"/> Ordinance 1 st Reading <input type="checkbox"/> Ordinance 2 nd Reading <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Information/Direction <input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Other	RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not applicable Comments: Seeking feedback and Direction from City Council on potential extension of deadline for SDC credits.

BACKGROUND INFORMATION:

The City implemented changes to the System Development Charges (SDC) rules in 2016 implementing deadlines for the use of SDC Credits that match state revised statutes. Developers who have qualified public improvements and receive such credits have ten years from the signing of an SDC agreement to use them for new development projects.

In general, credits are used within a year or two of construction as new houses, and commercial uses are built. There has been one project, Snowy Butte Station, which has been unable to use those credits. Chris Galpin initially created the project, but during the recession, he had to give the property back to Investors II LLC. From 2008-2016 not much was developed within the area. In 2016 the City vacated Snowy Butte Station's SDC Credits totaling approximately \$53,000 for unused Park SDC Credits.

In 2016 staff met with then-principal Eric Bunn to inform him of the future vacation of street and stormwater credits associated with the project. Unfortunately, Mr. Bunn died a few months after the meeting. Since then the City has kept the credits on the books.

Current Credits still booked:

Snowy Butte Station	Storm Drain upsizing	5,860.21
Snowy Butte Station	Street Upsizing Res to Collector	296,338.25

Since 2016 there have been 14 single family homes constructed. That equates to \$32,526 in Street SDC Charges and \$7,196 in Storm Drain SDC Charges. Staff would like to add up all of the credits from 2015-January 1, 2019 and credit back to the developer the total used Street SDC Credit and the balance of the storm drain credit before the end of the 2017-2019 FY budget.

Housing Authority

One of the reasons why staff has held off on vacating the credits is because of discussions in 2015 with Mr. Bunn, Housing Authority, and City Staff. It was Mr. Bunn's request to use as much of the street credits as possible for the Housing Authority project that is planned at the corner of S. Haskell and Ash. In current dollars, the credit equals \$91,700. Unfortunately, the Housing Authority hit a funding issue and is not expected to obtain funding to construct the project until 2020.

FINANCIAL ANALYSIS:

The current credits are booked in our financial system and show as a liability. Staff would like to remove expired credits before the end of the 2017-2019 FY Budget.

LEGAL ANALYSIS:

Not applicable.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Not applicable.

STAFF RECOMMENDATION:

No recommendation.

RECOMMENDED MOTION:

Guidance on selection.

ATTACHMENTS:

n/a

Discussion

Quarterly Financial Update



City of Central Point
Staff Report to Council

ISSUE SUMMARY

MEETING DATE: April 26, 2018	STAFF MEMBER: Steve Weber
SUBJECT: March 31, 2018 Financial Statements	DEPARTMENT: Finance
ACTION REQUIRED: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing <input type="checkbox"/> Ordinance 1 st Reading <input type="checkbox"/> Ordinance 2 nd Reading <input type="checkbox"/> Resolution <input type="checkbox"/> Information/Direction <input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Other	RECOMMENDATION: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input type="checkbox"/> Not applicable Comments:

BACKGROUND INFORMATION: Attached are the City's financial statements for the period ending March 31, 2018 which represents 9 months of the biennium. The next 6 pages are the Revenue and Expenditure statements for each of the respective funds while the last page is the Budget Compliance report which recaps expense by department. In all funds, revenues and expenditures are on track for the time period.

General Fund total revenues received are 43.37% of budget with expenditures of 32.91%. Of the \$6.401 million in total taxes received, \$5.098 million are property taxes. As of March 31st, we have received 95.74% of the budgeted current property taxes and 90.67% of the current property tax levy. Typically we receive a large tax turnover in May and with that payment expect to reach 100% of the budgeted tax revenue.

Street Fund revenues are at 29.73% of budget with expenditures of 23.90%. The Charge for Services revenue line item is trending lower than expected at 23.94% due to the timing of the Costco permit fees. We had budgeted for this to occur at the beginning of FY2017-18; however, the payment was received at the end of FY2016-17 which led to the larger than expected carryover in this fund.

The Building Fund continues to show strong revenue totals that exceed overall budgeted revenues to this point in the biennium.

Water Fund total revenues are 37.09% of budget with expenditures at 31.94%. Charge for Services revenues (which includes water sales) is trending slightly lower than expected at 36.81%.

Stormwater and Internal Services Fund revenues and expenditures are in line with this point in the biennium.

Overall, the City is in a very good financial position with overall revenues at 38.49% of total budget and expenditures of 30.69% of total budget.

FINANCIAL ANALYSIS: N/A

LEGAL ANALYSIS: N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS: N/A

STAFF RECOMMENDATION: Staff recommends approving the March 31, 2018 financial statements.

RECOMMENDED MOTION: Move to approve the March 31, 2018 financial statements.

ATTACHMENTS: Financial statements for the period ending March 31, 2018.

**City of Central Point
Council Financial Statements
For period ending March 31, 2018**

% of biennial budget 37.50%

	Biennium to Date		Difference	Percentage Received/Used
	2017/19 Biennial Budget	Revenues & Expenditures		
General Fund				
Revenues				
Taxes	\$14,208,320	\$6,400,766	\$7,807,554	45.05%
Licenses & Fees	\$130,000	\$64,170	\$65,830	49.36%
Intergovernmental	\$1,177,340	\$471,520	\$705,820	40.05%
Charges for Service	\$2,232,000	\$792,563	\$1,439,437	35.51%
Fines and Forfeitures	\$167,000	\$47,060	\$119,940	28.18%
Interest Income	\$73,000	\$55,074	\$17,926	75.44%
Miscellaneous	\$250,000	\$78,260	\$171,740	31.30%
Transfers In	\$0	\$0	\$0	0.00%
Total Revenues	18,237,660	7,909,412	10,328,248	43.37%
Expenditures by Department				
Administration	1,564,835	526,489	1,038,346	33.65%
City Enhancement	373,000	161,434	211,566	43.28%
Technical Services	1,224,130	477,162	746,968	38.98%
Mayor & Council	130,000	55,184	74,816	42.45%
Finance	1,620,539	580,763	1,039,776	35.84%
Parks	2,159,402	614,068	1,545,334	28.44%
Recreation	1,004,180	222,582	781,598	22.17%
Planning	1,250,530	422,950	827,580	33.82%
Police	9,580,335	3,185,963	6,394,372	33.26%
Interdepartmental	275,000	205,437	69,563	74.70%
Transfers Out	246,100	0	246,100	0.00%
Contingency	180,000	0	180,000	0.00%
Total Expenditures by Department	19,608,051	6,452,033	13,156,018	32.91%
Net Change in Fund Balance		1,457,379		
Beginning Fund Balance	3,870,668	2,841,749	-1,028,919	
Ending Fund Balance	<u>2,500,277</u>	<u>4,299,128</u>	<u>1,798,851</u>	

**City of Central Point
Council Financial Statements
For period ending March 31, 2018**

% of biennial budget 37.50%

	2017/19 Biennial Budget	Biennium to Date Revenues & Expenditures	Difference	Percentage Received/Used
High Tech Crime Unit Fund				
Revenues				
Intergovernmental Revenue	\$0	\$0	\$0	0.00%
Charges for Services	0	0	0	0.00%
Miscellaneous	0	0	0	0.00%
Interfund Transfers	0	0	0	0.00%
Total Revenues	0	0	0	0.00%
Expenditures				
Operations	0	0	0	0.00%
Transfers	78,842	0	78,842	0.00%
Contingency	0	0	0	0.00%
Total Expenditures	78,842	0	78,842	0.00%
Net Change in Fund Balance		0		
Beginning Fund Balance	78,442	126,600	48,158	
Ending Fund Balance	0	126,600	126,600	

**City of Central Point
Council Financial Statements
For period ending March 31, 2018**

% of biennial budget 37.50%

	2017/19 Biennial Budget	Biennium to Date Revenues & Expenditures	Difference	Percentage Received/Used
Street Fund				
Revenues				
Franchise Tax	\$486,000	\$182,250	\$303,750	37.50%
Charges for Services	\$2,741,660	\$656,482	2,085,178	23.94%
Intergovernmental Revenue	\$2,238,960	\$817,374	1,421,586	36.51%
Interest Income	\$28,620	\$43,511	-14,891	152.03%
Miscellaneous	\$536,000	\$137,938	398,062	25.73%
Transfers In	\$150,000	\$0	150,000	0.00%
Total Revenues	6,181,240	1,837,555	4,343,685	29.73%
Expenditures				
Operations	5,429,856	1,425,170	4,004,686	26.25%
SDC	1,665,000	322,134	1,342,866	19.35%
Transfers	60,000	0	60,000	0.00%
Contingency	157,000	0	157,000	0.00%
Total Expenditures	7,311,856	1,747,305	5,564,551	23.90%
Net Change in Fund Balance		90,250		
Beginning Fund Balance	2,205,714	1,949,927	-255,787	
Ending Fund Balance	1,075,098	2,040,177	965,079	
Capital Improvement Fund				
Revenues				
Intergovernmental	\$150,000	\$49,972	\$100,028	33.31%
Charges for Services	\$705,000	\$139,964	565,036	19.85%
Interest Income	\$4,000	\$4,349	-349	108.73%
Total Revenues	859,000	194,285	664,715	22.62%
Expenditures				
Parks Projects	664,000	48,720	615,280	7.34%
Parks Projects - SDC	50,000	0	50,000	0.00%
Transfers Out	143,800	0	143,800	0.00%
Total Expenditures	857,800	48,720	665,280	5.68%
Net Change in Fund Balance		145,565		
Beginning Fund Balance	360,462	217,144	-143,318	
Ending Fund Balance	361,662	362,709	1,047	

City of Central Point
Council Financial Statements
For period ending March 31, 2018

	2017/19 Biennial Budget	Biennium to Date Revenues & Expenditures	Difference	% of biennial budget <u>37.50%</u> Percentage Received/Used
Reserve Fund				
Revenues				
Interest	\$6,000	\$7,184	-\$1,184	119.73%
Transfers In	\$128,842	\$0	128,842	0.00%
Total Revenues	134,842	7,184	128,842	5.33%
Expenditures				
Facility Improvements	0	0	0	0.00%
Total Expenditures	0	0	0	0.00%
Net Change in Fund Balance		7,184		
Beginning Fund Balance	631,204	572,816	(58,388)	
Ending Fund Balance	766,046	580,000	(186,046)	
Debt Service Fund				
Revenues				
Charges for Service	\$794,670	\$293,969	\$500,701	36.99%
Interest Income	\$2,000	\$3,512	-1,512	175.59%
Intergovernmental	\$0	\$0	0	0.00%
Special Assessments	\$44,000	\$0	44,000	0.00%
Miscellaneous Revenue	\$0	\$0	0	0.00%
Transfers In	\$391,900	\$0	391,900	0.00%
Total Revenues	1,232,570	297,481	935,089	24.13%
Expenditures				
Debt Service	1,241,993	520,663	721,330	41.92%
Total Expenditures	1,241,993	520,663	721,330	41.92%
Net Change in Fund Balance		(223,182)		
Beginning Fund Balance	101,336	18,490	-82,846	
Ending Fund Balance	91,913	(204,692)	(296,605)	
Building Fund				
Revenues				
Charges for Service	\$551,000	\$257,973	\$293,027	46.82%
Interest Income	\$6,000	\$6,691	-691	111.52%
Miscellaneous	\$0	\$680	-680	0.00%
Total Revenues	557,000	265,344	291,656	47.64%
Expenditures				
Personal Services	438,275	109,265	329,010	24.93%
Materials and Services	104,900	39,132	65,768	37.30%
Contingency	5,560	0	5,560	0.00%
Total Expenditures	548,735	148,396	400,339	27.04%
Net Change in Fund Balance		116,948		
Beginning Fund Balance	408,782	277,214	-131,568	
Ending Fund Balance	417,047	394,162	-22,885	

**City of Central Point
Council Financial Statements
For period ending March 31, 2018**

% of biennial budget 37.50%

	2017/19 Biennial Budget	Biennium to Date Revenues & Expenditures	Difference	Percentage Received/Used
Water Fund				
Revenues				
Charges for Services	\$6,963,030	\$2,562,918	\$4,400,112	36.81%
Interest Income	\$32,764	\$27,562	5,202	84.12%
Miscellaneous	\$0	\$4,501	-4,501	0.00%
Total Revenues	6,995,794	2,594,981	4,400,813	37.09%
Expenditures				
Operations	7,306,891	2,454,473	4,852,418	33.59%
SDC Improvements	315,000	28,513	286,487	9.05%
Contingency	151,100	0	151,100	0.00%
Total Expenditures	7,772,991	2,482,986	5,290,005	31.94%
Net Change in Fund Balance		111,995		
Beginning Fund Balance	2,377,253	1,918,453	-458,800	
Ending Fund Balance	1,600,056	2,030,448	430,392	
Stormwater Fund				
Revenues				
Charges for Services	\$1,809,206	\$765,906	\$1,043,300	42.33%
Interest Income	\$15,894	\$13,156	2,738	82.77%
Miscellaneous	\$0	\$0	0	0.00%
Total Revenues	1,825,100	779,062	1,046,038	42.69%
Expenditures				
Operations	1,578,961	566,917	1,012,044	35.90%
SDC	8,000	0	8,000	0.00%
Contingency	46,500	0	46,500	0.00%
Total Expenditures	1,633,461	566,917	1,066,544	34.71%
Net Change in Fund Balance		212,145		
Beginning Fund Balance	1,084,275	989,361	-94,914	
Ending Fund Balance	1,275,914	1,201,506	-74,408	

**City of Central Point
Council Financial Statements
For period ending March 31, 2018**

% of biennial budget 37.50%

	2017/19 Biennial Budget	Biennium to Date Revenues & Expenditures	Difference	Percentage Received/Used
Internal Services Fund				
Revenues				
Charges for Services	\$2,640,400	\$979,094	\$1,661,306	37.08%
Interest Income	\$5,000	\$4,010	990	80.20%
Miscellaneous	\$2,000	\$14,728	(12,728)	736.42%
Total Revenues	2,647,400	997,832	1,649,568	37.69%
Expenditures				
Facilities Maintenance	652,000	164,186	487,814	25.18%
PW Administration	1,322,619	472,347	850,272	35.71%
PW Fleet Maintenance	812,940	249,515	563,425	30.69%
Interfund Transfers	50,000	0	50,000	0.00%
Total Expenditures	2,837,559	886,049	1,951,510	31.23%
Net Change in Fund Balance		111,784		
Beginning Fund Balance	354,607	199,587	-155,020	
Ending Fund Balance	164,448	311,371	146,923	

City of Central Point
Budget Compliance Report
For period ending March 31, 2018

% of biennial budget 37.50%

Fund	Department/ Classification	2017/19 Biennial Budget	Biennium to Date Expenditures	Percent Used	Difference
General	Administration	\$1,564,835	\$526,489	33.65%	\$1,038,346
	City Enhancement	373,000	161,434	43.28%	211,566
	Technical Services	1,224,130	477,162	38.98%	746,968
	Mayor and Council	130,000	55,184	42.45%	74,816
	Finance	1,620,539	580,763	35.84%	1,039,776
	Parks	2,159,402	614,068	28.44%	1,545,334
	Recreation	1,004,180	222,582	22.17%	781,598
	Planning	1,250,530	422,950	33.82%	827,580
	Police	9,580,335	3,185,963	33.26%	6,394,372
	Interdepartmental	275,000	205,437	74.70%	69,563
	Transfers	246,100	0	0.00%	246,100
	Contingency	180,000	0	0.00%	180,000
		Total Expenditures	19,608,051	6,452,033	32.91%
HTCU	Materials and Services	78,842	0	0.00%	78,842
	Total Expenditures	78,842	0	0.00%	78,842
Street	Operations	5,489,856	1,425,170	25.96%	4,064,686
	SDC Improvements	1,665,000	322,134	19.35%	1,342,866
	Contingency	157,000	0	0.00%	157,000
	Total Expenditures	7,311,856	1,747,305	23.90%	5,564,551
Capital Projects	Park Projects	150,000	48,720	32.48%	101,280
	Park Projects - SDC	564,000	0	0.00%	564,000
	Transfers	143,800	0	0.00%	143,800
	Total Expenditures	857,800	48,720	5.68%	809,080
Debt Service	Total Expenditures	1,241,993	520,663	41.92%	721,330
Building	Personnel Services	438,275	109,265	24.93%	329,010
	Materials and Services	104,900	39,132	37.30%	65,768
	Contingency	5,560	0	0.00%	5,560
	Total Expenditures	548,735	148,396	27.04%	400,339
Water	Operations	7,306,891	2,454,473	33.59%	4,852,418
	SDC Improvements	315,000	28,513	9.05%	286,487
	Contingency	151,100	0	0.00%	151,100
	Total Expenditures	7,772,991	2,482,986	31.94%	5,290,005
Stormwater	Operations	1,578,961	566,917	35.90%	1,012,044
	SDC Improvements	8,000	0	0.00%	8,000
	Contingency	46,500	0	0.00%	46,500
	Total Expenditures	1,633,461	566,917	34.71%	1,066,544
Internal Services	Facilities Maintenance	652,000	164,186	25.18%	487,814
	PW Administration	1,322,619	472,347	35.71%	850,272
	PW Fleet Maintenance	812,940	249,515	30.69%	563,425
	Transfers	50,000	0	0.00%	50,000
	Total Expenditures	2,837,559	886,049	31.23%	1,951,510
CAP042618	Total City Operations	\$41,891,288	\$12,853,069	30.68%	\$29,038,219

Discussion

Central Point Chamber Report

May 18 2018

City of Central Point
City Council
140 S Third Street
Central Point, OR 97502

Re: Central Point Visitor Center Report

Councilors,

The Central Point Chamber of Commerce is honored to be the custodian of the Visitors Center for our City; Our mission is to provide local citizens and visitors with information about the Central Point area visitor facilities, recreational opportunities, services offered by the CITY and other relevant governmental entities, and services provided by private nonprofits and other nongovernmental organizations and charities in the Central Point area. – Chamber Agreement Oct. 2016

You may recall last year we started the rebranding process for the Visitors Center. After engaging key stakeholders within the community, we were able to identify our five characteristics as a City: we are charming, reliable, up to date, tough and honest. When rebranding, it is key to identify “who” we are and market ourselves as such, so that people visiting our area have an authentic experience. The end result of our branding was the tagline: Central Point; Real People, Real Experiences.

We have communicated this new branding throughout our community engagement at our Saturday markets, freedom festival, signage and social media campaigns. The Central Point Chamber has completely redone its web page, creating a modern and fresh feel to its users. Travelcentralpoint.org has been purchased and directed to the Chambers web page (attached).

This year we are doubling our days of operation at the Saturday Market where we will be open May 5th through September 29th every Saturday, 10 am-2 pm. We will be promoting City, Chamber and community events in Central Point during the market hours with an employee at the Chamber booth. We are effectively increasing the VIC operation hours to fit the peak times and location of our travelers. The Market will now be on the Artisan Corridor which is the usual destination for our tourist; we will capitalize on their visit by being where they are- when they are there.

Lastly, we have hired a part-time (.25 FTE) receptionist and social media manager. The Chamber Board has embraced the growth of our community by recognizing the need to professionalize our operations at the Visitors Center. The Visitors Center is the face of our City when tourists come to town. We need to have consistent, friendly and professional people greeting them to initiate that authentic Central Point experience.

The Central Point Chamber of Commerce Board will seek additional funding to help cover the cost of the new and expanded services. We are confident the city and citizens will benefit from these additions. We welcome input and dialog on how we may best serve our community, thank you.

Respectfully,
Tanea Browning, CEO Central Point Chamber of Commerce

Investment in Business, Investment in Community

Events, News & Art

[EXPLORE NOW](#)

CAP042618

History & Education

[LEARN MORE](#)

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Work, Build & Grow

[JOIN THE CHAMBER](#)

Jackson County is one of the most beautiful and desirable areas in the Pacific Northwest. Located in Southern Oregon, Jackson County borders California to the south and is nestled between the majestic Cascade and Siskiyou Mountain ranges. It is conveniently located along Interstate 5 between Portland and San Francisco.

Picturesque scenery in every direction, and the Pacific Ocean coastline just hours away, and a wide variety of recreational opportunities abound. The moderate weather, growing economic base, and cultural attractions all add to the incomparable quality of life.

Top Reasons to Visit The Visitor Information Center

- Calendar of Events Listing
- Street, City and State Maps
- Free high speed internet access
- Restaurant Recommendations & Reviews
- Things to See and Do in Southern Oregon
- Directions and Information to Local Attractions
- Complimentary phone books
- Rentals and real estate information

CAP042618

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I ♥ MY MARKET

Central Point, Oregon

CENTRAL POINT
SATURDAY MARKET

MAY - SEPTEMBER

10AM - 2PM

419 N Front Street (Hwy 99)
On the Artisan Corridor
Next to Rogue Creamery.

VENDOR INFO:

centralpointchamber.org

Vendors

Our vendors are artisans that take pride in our local economy and community. By supporting your local Saturday Market you are supporting your neighbor and community. Want to be a vendor?

SUBMIT APPLICATION

Food Demonstrations

ACCESS and Farm to school participate at our markets each month bringing you tasty and easy to make recipes. Don't miss out on their secrets to preparing seasonal food with style.

Entertainment

Local artist to be featured monthly. Interested in performing? Send us an email.

Opportunities

Do you want to volunteer at the market? Do you have a skill you would like to practice (free of charge) like balloon animals, live sketching, dance instruction, interpretive art, etc? Contact our office 541-664-5301, lets chat about connecting in Central Point