

**CITY OF CENTRAL POINT  
City Council Meeting Agenda  
June 28, 2018**

**Central Point  
City Hall  
541-664-3321**

**City Council**

**Mayor**  
Hank Williams

**Ward I**  
Bruce Dinger

**Ward II**  
Michael Quilty

**Ward III**  
Brandon Thueson

**Ward IV**  
Tanea Browning

**At Large**  
Rob Hernandez  
Vacant

**Administration**  
Chris Clayton, City  
Manager  
Deanna Casey, City  
Recorder

**Community  
Development**  
Tom Humphrey,  
Director

**Finance**  
Steven Weber,  
Director

**Human Resources**  
Elizabeth Simas,  
Director

**Parks and Public  
Works**  
Matt Samitore,  
Director

**Police**  
Kris Allison Chief

Next Res. 1541  
Next Ord. 2045

**I. REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**

**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**

*These items are considered routine, and therefore, will not be allotted discussion time on the agenda; these items may be passed by the Council in one blanket motion; any Councilor may remove an item from the "Consent" agenda for discussion by requesting such action prior to consideration.*

Page 2 - 7      A. Approval of June 14, 2018 City Council Minutes

**VI. ITEMS REMOVED FROM CONSENT AGENDA**

**VII. ORDINANCES, AND RESOLUTIONS**

9 - 56      A. Continued Second Reading Ordinance No. \_\_\_\_\_, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element (2018-2038) (Samitore)

58 - 62      B. Resolution No. \_\_\_\_\_, Approving the Temporary No Parking Zone on North 10<sup>th</sup> and North 3rd Streets for

the 2018 Country Crossing Country Music Festival  
(Samitore)

- 64 - 67 C. Resolution No. \_\_\_\_\_, Authorizing the City Manager and Finance Director to Execute a \$15,000 Dollar Donation to the Crater High School Practice Football Field/Javelin Area Upgrade Project (Clayton)
- 69 - 73 D. Resolution No. \_\_\_\_\_, Approving Appointments and Adopting General Procedures for Fiscal Year 2018-2019 (Weber)
- 75 - 78 E. Resolution No. \_\_\_\_\_, Approving a Noise Request by the Oregon Department of Transportation to Allow for Night Work to Construct a Second North Bound Off-Ramp at Exit 33 (Samitore)

**IX. BUSINESS**

- 80 A. Discussion regarding Industrial Hemp (Clayton)
- 82 - 85 B. Discussion regarding Upton Property Lease (Samitore)
- 87 - 88 C. Discussion regarding Snowy Butte Station Street Credits (Samitore)

**X. MAYOR'S REPORT**

**XI. CITY MANAGER'S REPORT**

**XII. COUNCIL REPORTS**

**XIII. DEPARTMENT REPORTS**

**XIV. 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.

**XV. ADJOURNMENT**

# Consent Agenda

**CITY OF CENTRAL POINT**  
**City Council Meeting Minutes**  
**June 14, 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: Bruce Dingler, Brandon Thueson, and Rob Hernandez were present. Mike Quilty and Tanea Browning were excused.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Chief Kris Allison; Community Planner II Justin Gindlesperger; Parks and Public Works Director Matt Samitore; Finance Director Steven Weber; Captain Dave Croft; and City Recorder Deanna Casey were also present.

**IV. SPECIAL PRESENTATIONS – Disaster Preparedness**

Dave Dotterer representative for the Rogue Valley Community Organizations Active in Disaster Group explained they plan to act as a coordinating organization in response and recovery with the Emergency Management Coordinator having jurisdictional responsibility in a local disaster. They will help support relief efforts throughout Josephine and Jackson County. He presented their mission statement and goals and will keep in touch with all the local jurisdictions.

**V. PUBLIC COMMENTS - None**

**VI. CONSENT AGENDA**

- A. Approval of March 8, 2018 City Council Minutes**
- B. Approval of July Meeting Calendar**

**Brandon Thueson moved to approve the Consent Agenda as presented.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**VII. ITEMS REMOVED FROM CONSENT AGENDA - None**

**VIII. ORDINANCES AND RESOLUTIONS**

- A. Ordinance No. 2045, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element**

Community Planner Justin Gindlesperger explained this is the second reading of the Parks and Recreation Element. The proposed element is consistent with the previously approved elements for the Comprehensive Plan.

Council Member Rob Hernandez is concerned about the math on page 12 of the Council Packet. He does not believe that we need to have 172% increase in park land with a 23% increase in population. He is proud of our park system, but does not think the citizens should be asked to pay for such an increase in park land. We should reduce the amount recommended to 100%. He would like the council to consider reducing the required 52 acres to 30 acres which would still provide an increase. He is concerned that even though this is a recommendation it could be interpreted as a mandate because it is in the Comprehensive Plan.

Staff explained that this is a suggested growth not mandated. There is property that belongs to the city but has not been developed as a park yet. This property would be included in the projected increase. It was explained that changing figures in one element will affect other Comp Plan Elements that have already been approved by Council.

There was discussion that the Council believes the park system is valuable to the city and we should continue to increase what we have in quantity and quality.

**Brandon Thueson moved to approve Ordinance No. 2045, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element.** Bruce Dingler seconded. Roll Call: Hank Williams, yes; Brandon Thueson, yes; Bruce Dingler, abstain; and Rob Hernandez, no. Motion fails.

**Brandon Thueson moved to bring back to second reading An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element at the next available meeting.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**B. Resolution No. 1538, Certifying the Provision of Municipal Services by the City of Central Point, Oregon**

Finance Director Steven Weber explained that Oregon statutes and local budget law require annual resolutions be approved even though we are on a bi-annual budget. The proposed resolution certifies that we provide our citizens with police protection; street construction, maintenance and lighting; storm sewers; planning, zoning and subdivision control; and water utilities.

**Rob Hernandez moved to approve Resolution No. 1538, Certifying the Provision of Municipal Services by the City of Central Point, Oregon.** Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**C. Resolution No. 1539, Electing to Receive State Revenue Sharing Funds for the Fiscal Year July 1, 2018 through June 30, 2019**

The proposed resolution certifies that the City of Central Point has qualified and desires to receive state revenue sharing funds for fiscal year July 1, 2018 – June 30, 2019.

**Brandon Thueson moved to approve Resolution No. 1539, Electing to Receive State Revenue Sharing Funds for the Fiscal Year July 1, 2018 through June 30, 2019.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**D. Resolution No. 1540, To Levy Taxes for the Fiscal Year July 1, 2018 through June 30, 2019**

The proposed resolution levy's taxes for the second period of the biennial budget beginning July 1, 2018 and ending June 30, 2019.

**Rob Hernandez moved to approve Resolution No. 1540, To Levy Taxes for the Fiscal Year July 1, 2018 through June 30, 2019.** Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**E. Resolution No. 1541, A Resolution to Annex 3.64 Acres located at 4618 and 4626 North Pacific Highway Identified on the Jackson County Assessor's Map as 37S 2W 03BD, Tax Lots 500 and 600, Applicant Paul Miller**

Mr. Gindlesperger explained that the applicant would like to bring his property into the city and develop it for residential purposes. The property must be annexed in order to consider a tentative plan application which has been submitted to the Community Development Department.

This is a full consent annexation since the property owner has consented in writing to the annexation; it meets all the required annexation criteria. The property proposed for annexation includes two tax lots each of which is affected by a floodplain. The property owner is aware of development limitations and is prepared to deal with those limitations with assistance from city staff.

Mayor Williams opened the public hearing.

Bob Neathamer, representative for the applicant  
Mr. Neathamer stated that the application meets all the required annexation criteria. They ask the council to approve the proposed resolution.

Mayor Williams closed the public hearing.

**Brandon Thueson moved to approve Resolution No. 1541, A Resolution to Annex 3.64 Acres located at 4618 and 4626 North Pacific Highway Identified on the Jackson County Assessor's Map as 37S 2W 03BD, Tax Lots 500 and 600, Applicant Paul Miller.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

## **IX. BUSINESS**

### **A. Appointment to Planning Commission**

Mayor Williams explained that he has reviewed the applications for the vacant Planning Commission position. His recommendation is Chris Richey who is currently a member on the Budget Committee.

**Brandon Thueson moved to approve the appointment of Chris Richey to Position No. 7 of the Planning Commission with an expiration term of December 31, 2018.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

### **B. Planning Commission Report**

Mr. Gindlesperger presented the Planning Commission report for June 5, 2018. The commission held a public hearing and considered the tentative plan for the development of a 16-lot subdivision located off Pittview Road. The city received a few letters of concern initially from residents, but no one spoke at the public hearing against the project. There appeared to be some confusion about the type of development being considered with some area residents believing the proposal was for apartments. The commission voted to approve the development based upon the findings of fact.

### **C. Parks and Recreation Commission Report**

Parks and Public Works Director Matt Samitore presented the Parks and Recreation Commission Report from May 7, 2018.

- Flannagan Park Parking and Gazebo: City staff presented a revised site plan to allow for the potential construction of new parking spaces and a gazebo. Both items were part of the original park master plan but were never constructed. Citizens in attendance asked if additional parking could be provided because there are times when the cul-de-sac is beyond parking capacity.
- Parks and Recreation Element: Staff presented the Parks and Recreation Element to the Commission. The commission was aware of most of the policy and goals as they mirror those adopted in the City's Parks and Recreation Master Plan.

## **X. MAYOR'S REPORT**

Mayor Williams reported that:

- He attended the Medford Water Commission meeting.
- He attended the Rodeo Sponsor Dinner and all three nights of the Rodeo.
- He attended the Memorial Day celebration at Don Jones Park.
- He attended the Medford Chamber lunch forum.
- He had a meeting with Colleen Padilla from SOREDI regarding getting the Mayors together for an event in the valley.

## **XI. CITY MANAGER'S REPORT**

City Manager Chris Clayton reported that:

- He will include a conceptual drawing for the Council Chambers remodel in tomorrow's weekly update.
- Construction in the downtown is going well and still ahead of schedule. The Central Point Chamber is planning a grand opening in September.
- There will be a land-use training in the Council Chambers on Monday. All are welcome and we will be providing lunch.
- There may be an issue with CMAQ funds that were awarded for W. Pine Street improvements. There is talk that several projects approved in the valley may not receive the funding. Staff will be inquiring about this topic.
- The City of Medford has increased all their utility fees.
- CW Smith passed away over the weekend, he has been a long time public figure in Jackson County and will be missed.
- We have received letters from citizens concerned about Air B&B's in Central Point. We don't currently have any regulations for, or against, the use of a residential home for short term rental. Staff will be reviewing this topic for future council action.
- LOC has sent a survey to see what is important to local cities in regards to the State Legislature. He will send the survey to Council members for their input.

## **XII. COUNCIL REPORTS**

Council Member Brandon Thueson reported that he attended the Rodeo.

Council Member Rob Hernandez reported that he attended:

- the Rodeo.
- the Chamber Forum lunch.
- a SOREDI meeting on Tuesday.
- a meeting with the City Manager and Public Works Director to discuss the Crater High School Practice football field.

## **XIII. DEPARTMENT REPORTS**

Police Chief Kris Allison reported that:

- Summer is here and they have had an increase in calls.
- Central Point was ranked #20 in Oregon for being a safe city.



- The Department has been working on the Country Crossings Festival. Captain Croft attended a table top exercise today.
- They have been working on plans for the 4<sup>th</sup> of July parade and run. There is a new route for the run and it should be a great improvement.

Parks and Public Works Director Matt Samitore reported that:

- They should begin construction on the Twin Creeks Rail Crossing at the end of July.
- Downtown improvements are moving along well and should be opening up in the next few weeks. Most of the work will be complete before the 4<sup>th</sup> of July Parade. They have started installing plants and trees. They should be ready to turn the new signals on in the next few weeks.
- It will be interesting to see what happens with the CMAQ funds, This could be a big setback in regards to West Pine Street improvements, but we are working on a back-up plan.
- Country Crossing Festival planning is going well, they were approved for the pedestrian crossing over Bear Creek. There will be parking at the White Hawk property along Gebhard Road.

**XIV. EXECUTIVE SESSION – ORS 192.660(2)(e)**

**Brandon Thueson moved to adjourn to Executive Session under ORS 192.660(2)(e) Real Property Transactions.** Rob Hernandez seconded. All said “aye” and the meeting was adjourned to executive session at 7:49 p.m.

The Council returned to regular session at 8:03 p.m.

**Brandon Thueson moved to accept an offer of \$80,000 for the property located at 466 S. First Street.** Rob Hernandez seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Brandon Thueson, yes; and Rob Hernandez, yes. Motion approved.

**XV. ADJOURNMENT**

Brandon Thueson moved to adjourn, Rob Hernandez seconded, all said “aye” and the Council Meeting was adjourned at 8:05 p.m.

The foregoing minutes of the June 14, 2018, Council meeting were approved by the City Council at its meeting of June 28, 2018.

Dated:

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

# **Ordinance**

## **Parks Element**



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

**ISSUE SUMMARY**

|   |  |
|---|--|
| <p>MEETING DATE June 14, 2018-June 28, 2018</p> <p>SUBJECT: Continued Second Reading to Consider an Ordinance to Update the Parks and Recreation Element of the Central Point Comprehensive Plan (File No. CPA-17005) (Applicant: City of Central Point)</p>  | <p>STAFF MEMBERS: Tom Humphrey AICP, Community Development Director and Justin Gindlesperger, Community Planner II</p> <p>DEPARTMENT: Community Development</p>  |
| <p>ACTION REQUIRED:</p> <p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading</p> <p><input checked="" type="checkbox"/> Ordinance 2<sup>nd</sup> Reading</p> <p><input type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information/Direction</p> <p><input type="checkbox"/> Consent Agenda Item</p> <p><input type="checkbox"/> Other</p> | <p>RECOMMENDATION:</p> <p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not applicable</p> <p>Comments:</p> |

**BACKGROUND INFORMATION:**

On May 1, 2018 the Planning Commission conducted a public hearing to take testimony and only one individual participated. The Parks *Master Plan* by contrast involved extensive public input in the form of stakeholder interviews, surveys and public meetings. The Parks Element is primarily incorporating the work done for the master plan into the City’s Comprehensive Plan. At the conclusion of the public hearing the Commission forwarded a favorable recommendation to the City Council. The Council conducted its public hearing on May 24<sup>th</sup> and unanimously voted to move this ordinance and the Parks Element to a second reading without any revisions.

The Parks Element is a twenty year plan (2018-2038) establishing goals and policies for managing and improving the City’s parks system. The Parks Element was last acknowledged in 1983 and at the time represented the planning period 1983-2003. The Parks and Recreation Element needed updating to account for population growth (subsequent to 2003 and anticipated to 2038), changes in demographics, and urban growth boundary expansions over the course of the next twenty year planning period (2018-2038). The updates to the Parks Element provide an analysis of the City’s current parks and recreation system (Map 1), how the community envisions the parks system in the future (Map5), and what challenges and opportunities the City faces in implementing the goals set forth in the Parks Element.

An early version of the working draft of the Parks Element was reviewed by the Citizen’s Advisory

Committee (CAC), with a favorable recommendation to the Planning Commission. The Parks Element was also reviewed by the Parks Commission who recommended City Council approval.

At the April 3rd Planning Commission meeting, the primary concern in considering the Parks Element pertained to the parkland needs assessment (Section 4.2.1). Specifically, the Commission raised questions about the basis for the level of service standard of providing core parks at 3.5 acres per 1,000 residents and the need to acquire and develop an additional 52 acres of core parklands by 2038.

The 3.5 acres per 1000 (residents) figure was arrived at from the research done for the City’s Parks Master Plan, including state and national standards, public input and surveys. The figure is for core parks only and doesn’t include trails and open space or special recreation facilities. The standard represents a target as necessary to provide the desired recreational opportunities for Central Point residents. It will also serve as the basis for parks acquisition.

Future parkland needs are determined by comparing the proposed level of service to the existing park system and the City’s expected population growth. The proposed level of service standard for core parks is consistent with the City’s overall performance of providing approximately 10 acres for every 1,000 residents of *total parklands* (i.e. core parks, open space and specialized recreation facilities) and is consistent with the national standard. The City’s 1980 Parks and Recreation Element referred to use of the 10 acres per 1,000 residents standard as a reasonable objective to achieve all the City’s future parks and recreation needs. Land Use Benchmarks in the Land Use Element tracks the City’s use of land over time.

The City’s current level of service for parks is just over 2 acres per 1000 residents for core parks only. Based on population projections for the next 20 years, the City will add roughly 4,400 new residents. If no new parkland is acquired, the level of service would drop to 1.28 acres per 1000 residents. Based on this assessment and an application of the level of service standard in the Parks Master Plan, the City would need to acquire 52 acres of parkland over the next 20 years. This is reflected in the Parks Element (Figure 4.2 Level of Service and Parkland Needs, 2018-2038).

| Metric  | Measurement                   |              |              |              |
|---|-------------------------------|--------------|--------------|--------------|
| Existing Level of Service (LOS) Standard                                  | 3.5 acres per 1,000 residents |              |              |              |
| 2018 Population   | 18,924 residents              |              |              |              |
| 2038 Population Forecast  | 23,290 residents              |              |              |              |
| Parkland Acreage (Core Parks - City Only)                                 | Total                         |              | Developed    |              |
| City-owned & maintained   | 39.24                         | acres        | 29.92        | acres        |
| <b>Total</b>  | <b>39.24</b>                  | <b>acres</b> | <b>29.92</b> | <b>acres</b> |
| Level of Service  | 2018                          | 2038         | 2018         | 2038         |
| Effective Level of Service based on total acreage (acres/1,000 residents) | 2.07                          | 1.68         | 1.58         | 1.28         |
| Net LOS to Standard (acres/1,000 residents)                               | (1.43)                        | (1.82)       | (1.92)       | (2.22)       |
| Performance to Standard   | 59%                           | 48%          | 45%          | 37%          |
| Acreage surplus (deficit)   | (26.99)                       | (42.27)      | (36.31)      | (51.60)      |

Source: Population data from PSU Center for Population Research

In addition to the planning context, parks and recreation facilities inventory and park and recreation

needs assessment, the text, goals, and policies of the Parks and Recreation Element have been modified and updated to reflect changes in policy since the last Park Element was adopted in 1983.

**FINANCIAL ANALYSIS:**

Financial impact to the City is limited to staff in-kind expense and professional service fees that have been budgeted in order to evaluate the current and proposed changes.

**LEGAL ANALYSIS:**

The primary issues to be considered and discussed at the meeting will be *master plan*-related as noted above, with specific attention being given to changes due to “Changing Conditions”.

1. The goals and policies in the Parks Element of the Comprehensive Plan create a framework that is necessary for the attainment of future parklands and maintenance of the entire parks system. The guidance provided by the Parks Element establishes a direction to ensure the long-term recreation needs of the community are met.

These actions are all evaluated in light of City and State Land Use Goals and Regulations.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Managed Growth and Infrastructure, Goal 3; Cooperate with developers to plan future needs for schools and parks. Recreation, Goal 1; Revise Parks and Recreation Master Plan.

**STAFF RECOMMENDATION:**

Consider the second reading of the proposed amendment to the Comprehensive Plan, Parks and Recreation Element (2018-2038), and 1) approve the ordinance; 2) approve the ordinance with revisions; 3) deny the ordinance.

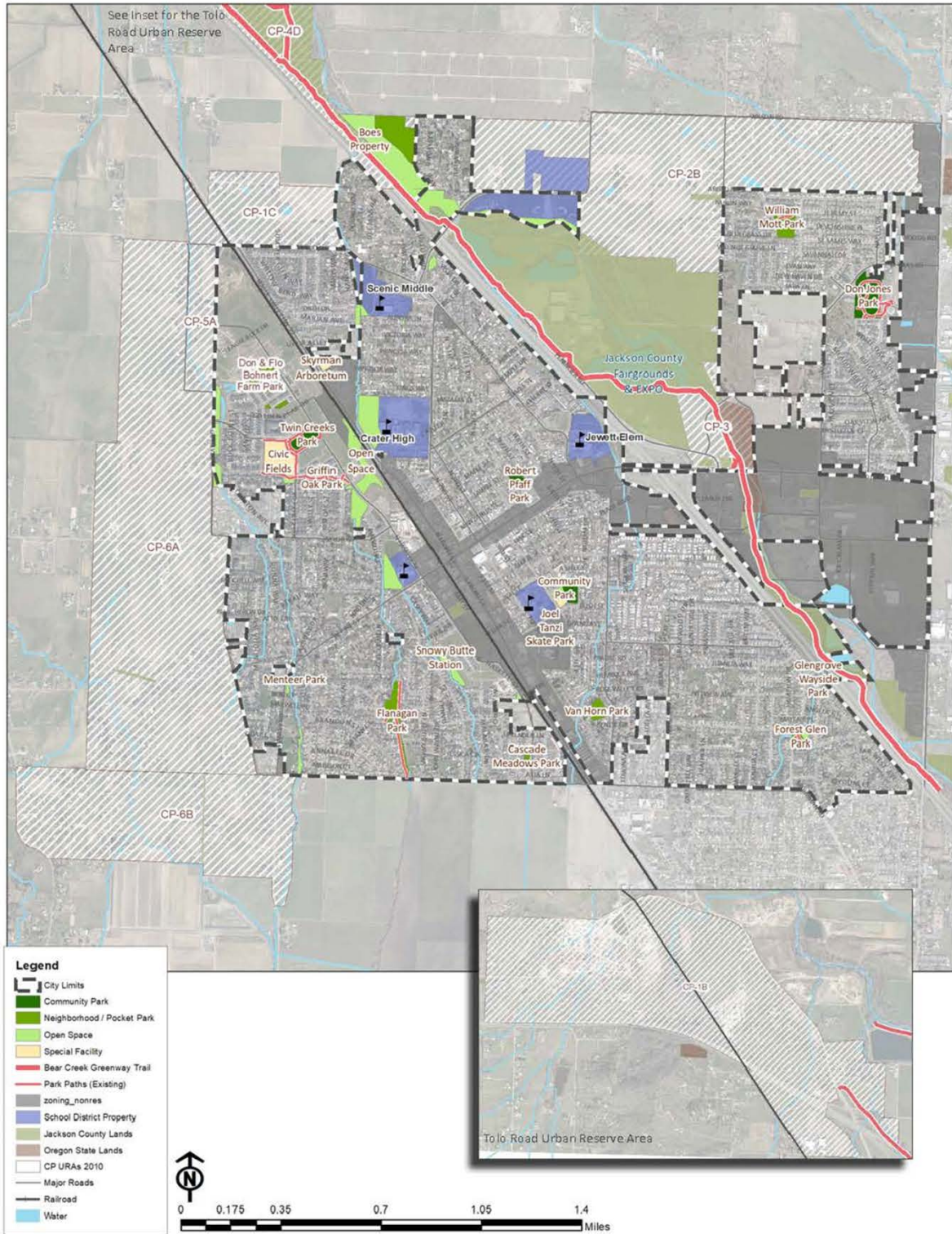
**RECOMMENDED MOTION:**

Approve Ordinance No. \_\_\_\_ An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element (2018-2038).

**ATTACHMENTS:**

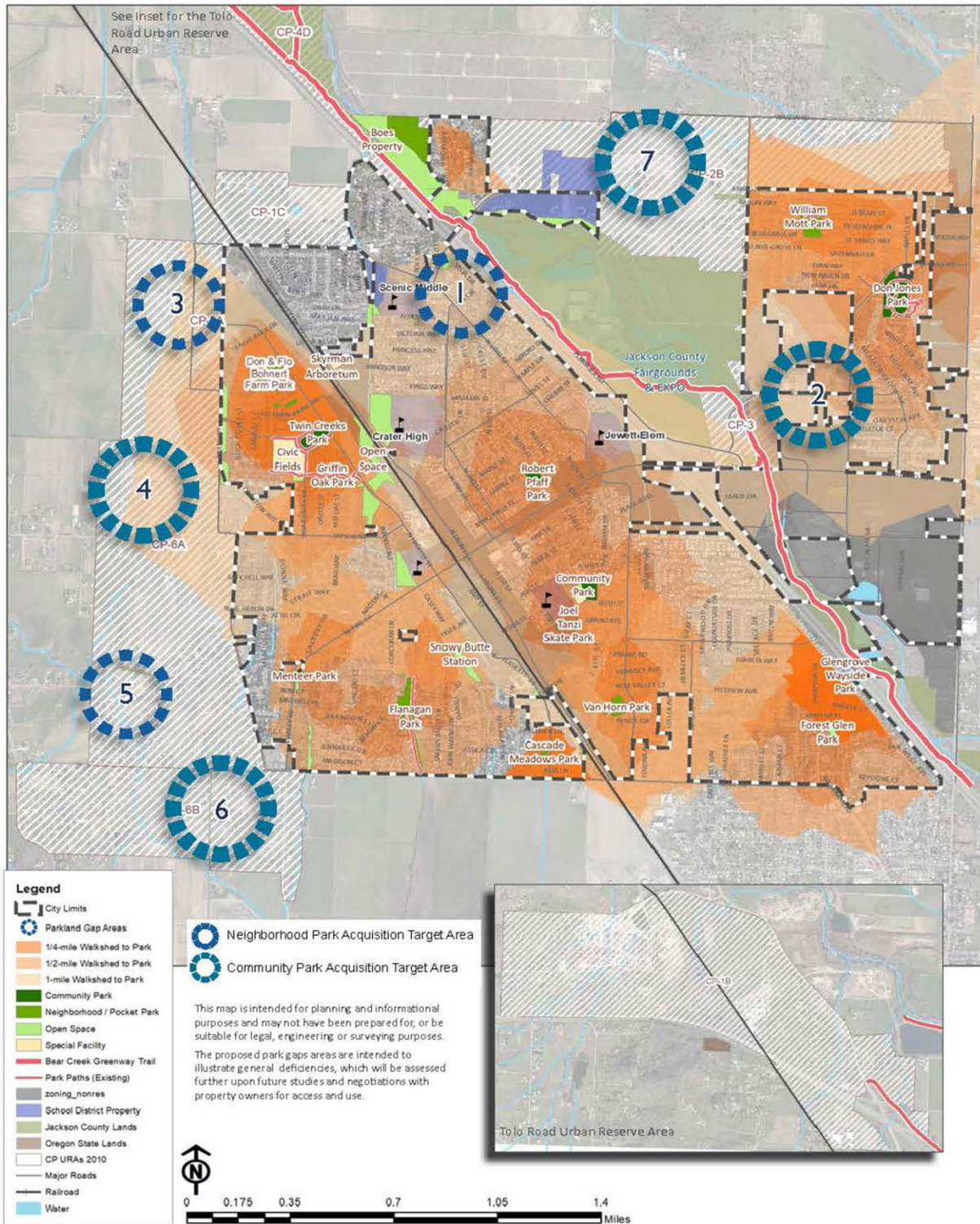
Attachment “A” – Ordinance No. \_\_\_\_ An Ordinance Updating and Adopting the Central Point Comprehensive Plan Parks and Recreation Element (2018-2038).

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## Map I: Existing Parks, Trails & Open Space





## Map 5: Proposed Parkland Acquisition Target Areas



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE UPDATING AND ADOPTING THE CENTRAL POINT COMPREHENSIVE PLAN PARKS AND RECREATION ELEMENT (2018-2038)

Recitals:

- A. The City of Central Point (City) is authorized under Oregon Revised Statute (ORS) Chapter 197 to prepare, adopt and revise comprehensive plans and implementing ordinances consistent with the Statewide Land Use Planning Goals.
- B. The City has coordinated its planning efforts with the State in accordance with ORS 197.040(2)(e) and OAR 660-030-0060 to assure compliance with goals and compatibility with City and County Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City has determined to update its Parks and Recreation Element which was originally adopted in 1983.
- D. Pursuant to the requirements set forth in CPMC Chapter 17.10.100 Amendments – Purpose and Chapter 17.96.010, Procedure, the City has initiated the amendments and conducted the following duly advertised public hearings to consider the proposed amendments:
  - a) Planning Commission hearing on May 1, 2018
  - b) City Council hearing on May 24, 2018.

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

Section 1. Based upon all the information received, the City Council adopts the Staff Reports, Findings of Fact and evidence which are incorporated herein by reference; determines that changing community conditions, needs and desires justify the amendments and hereby adopts the changes entirely.

Section 2. The City Comprehensive Plan Parks and Recreation Element is hereby updated and adopted as set forth in Exhibit A –Comprehensive Plan Parks and Recreation Element, 2018-2038 which is attached hereto and by this reference incorporated herein.

Section 3. The City Manager is directed to conduct post acknowledgement procedures defined in ORS 197.610 et seq. upon adoption of the Parks and Recreation Element.

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

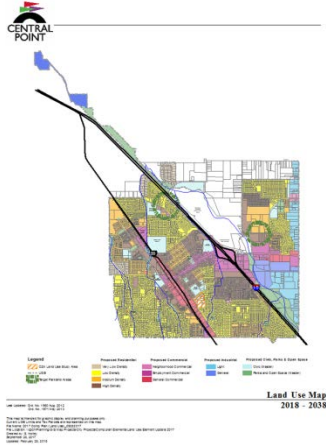
\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

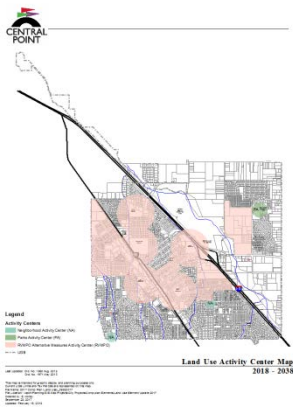
\_\_\_\_\_  
City Recorder



# PARKS & RECREATION ELEMENT 2018-2038



## City of Central Point Comprehensive Plan



Working Draft

May 24, 2018  
City Council Meeting

# Contents

- 1. Introduction and Summary..... 4
  - 1.1. Community Engagement..... 4
  - 1.2. Strategic Objectives ..... 5
  - 1.3. Service Standards..... 5
  - 1.4. Future Improvements ..... 7
- 2. Planning Context..... 8
  - 2.1. Central Point Forward, A City Wide Strategic Plan ..... 9
    - 2.1.1. City Mission Statement..... 9
    - 2.1.2. City Statement of Values ..... 9
  - 2.2. Central Point Comprehensive Plan ..... 10
    - 2.2.1. The Regional Plan Element..... 10
    - 2.2.2. Transportation System Plan ..... 11
    - 2.2.3. Central Point Parks and Recreation Master Plan ..... 12
  - Parks and Recreation Department Mission Statement..... 12
  - 2.3. Statewide Planning Goal 8 – Recreational Needs..... 12
  - 2.4. Jackson County Comprehensive Plan..... 13
  - 2.5. Oregon Trails 2016: A Vision for the Future..... 13
- 3. Parks and Recreation Facilities Inventory ..... 13
  - 3.1. Park Classifications..... 13
    - 3.1.1. Community Parks..... 14
    - 3.1.2. Neighborhood Parks..... 14
    - 3.1.3. Pocket Parks..... 15
    - 3.1.4. Open Space Lands..... 15
    - 3.1.5. Special Use Facilities ..... 16
    - 3.1.6. Trails ..... 16
  - 3.2. Facility Inventory ..... 16
  - 3.3. OTHER RECREATION PROVIDERS ..... 19
    - 3.3.1. Jackson County ..... 19
    - 3.3.2. Medford..... 19
    - 3.3.3. Phoenix ..... 20
    - 3.3.4. Talent ..... 20
    - 3.3.5. Oregon State Parks..... 20
    - 3.3.6. Bureau of Land Management..... 20
- 4. Park & Recreation Needs Assessment ..... 21

|          |   |    |
|----------|---|----|
| 4.1.     | Community Demographics .....  | 21 |
| 4.2.     | Parkland Gap Analysis: Level of Service, Proximity & Distribution ..... | 23 |
| 4.2.1.   | Level of Service .....  | 24 |
| 4.2.2.   | Proximity.....  | 25 |
| 4.2.3.   | Distribution .....  | 29 |
| 4.2.3.1. | New Community Parks .....   | 31 |
| 4.2.3.2. | New Neighborhood Parks .....  | 31 |
|          | .....   | 32 |
| 4.3.     | Priorities.....   | 33 |
| 5.       | Goals & Policies .....  | 33 |
| 5.1.     | Goals & Policies .....  | 33 |
| 5.1.1.   | Community Engagement and Communication .....                            | 34 |
| 5.1.2.   | Recreation Programming .....  | 35 |
| 5.1.3.   | Parks & Open Space .....  | 36 |
| 5.1.4.   | Trails & Pathways.....  | 37 |
| 5.1.5.   | Design, Development & Management.....                                   | 38 |
| 5.1.6.   | Facilities Development Plan: .....                                      | 39 |
| 6.       | Implementation Strategies.....  | 39 |
| 6.1.     | Acquisition Guidelines.....   | 40 |
| 6.2.     | Design and Development Guidelines.....                                  | 40 |
| 6.3.     | Funding Options.....  | 41 |
| 6.4.     | Project-Level Options .....   | 41 |
| 6.5.     | System-Wide Options .....   | 41 |
| 6.6.     | Enhancing Communications & Outreach .....                               | 41 |
| 6.7.     | Capital Improvement Planning .....                                      | 42 |

# 1. Introduction and Summary

The Parks Element (Parks Element) was prepared in collaboration with city residents, the Parks and Recreation Commission, the Planning Commission, and the City Council. The Parks Element inventories and evaluates existing parks and recreation areas, assesses the needs for acquisition, site development and operations, and sets goals and policies necessary to achieve the community’s parks and recreation long-term objectives. The Parks Element is a twenty-year (2018-2038) plan for managing and enhancing the City’s parks, trails and recreation services, including goals and policies necessary for the attainment of high-quality recreation opportunities to benefit residents of Central Point.

The City of Central Point’s park system currently contains approximately 122 acres of developed and undeveloped park and open space lands distributed among 31 parks, special facilities and open space areas. This system of parks supports a range of active and passive recreation experiences, including a skate park and access to approximately 4.9 miles of trails within its parks and along the Bear Creek Greenway. As part of its recreation services the City also offers a variety of general recreational and educational programs, which vary from cultural arts to fitness, education and outdoor recreation. The majority of the City’s current recreation programming focuses on the City’s youth.

## 1.1. Community Engagement

Community engagement and feedback played an important role in establishing a clear planning framework that reflects current community priorities. Throughout this planning process, the public provided information and expressed opinions about the needs and priorities for parks, trails and recreation facilities, including recreational programs in Central Point. A variety of public outreach methods were used; including community surveys, community meetings, stakeholder discussions, online engagement and emails, and Parks and Recreation Commission sessions. Feedback from the community outreach efforts played a crucial role in updating policies and prioritizing capital investments.

The City’s residents are generally satisfied with the parks, trails and recreation opportunities in the City. Most residents care deeply about the future of the City’s parks, recreation and trail system and appreciate the opportunity to offer feedback in the development of the Parks Element, including a strong interest in additional or expanded services and facilities. Specific recommendations are included in the Needs

Assessment chapter and the results from surveys, meeting notes and major findings are included in the Parks and Recreation Master Plan, a ten year parks and recreation development program.

## **1.2. Strategic Objectives**

Preparation of the Parks Element is based on six strategic objectives intended to guide City decision-making necessary to ensure that the City's parks and recreation system meets the long-term needs of the community. These strategic objectives are:

1. **Community Engagement and Communication:** Encourage meaningful public involvement in park and recreation;
2. **Recreation Programming:** Establish and maintain a varied and inclusive suite of recreation programs that accommodate a spectrum of ages, interests and abilities and promote the health and wellness of the community;
3. **Parks & Open Space:** Acquire and develop a high-quality, diversified system of parks, recreation amenities and open spaces that provide equitable access to all residents;
4. **Trails & Pathways:** Develop a high-quality system of multi-use trails and bicycle and pedestrian corridors that connects to regional trails and provides access to public facilities, neighborhoods and businesses;
5. **Design, Development & Management:** Plan for a parks system that is efficient to maintain and operate, while protecting capital investment; and
6. **Facilities Development Plan:** Maintain and implement the Parks and Recreation Master Plan, a ten year parks and recreation development program.

## **1.3. Service Standards**

A parks standard of 10 acres per 1,000 population is a common standard used by many cities. This standard includes all elements of a parks system from active core parks to open space and trails systems. The City's 1980 Parks and Recreation Element referred to use of this standard<sup>1</sup> as a reasonable objective

<sup>1</sup> City of Central Point 1983 Parks and Recreation Element, p. VII-13

to achieve all the City's future parks and recreation needs. Currently, the City's ratio is 7.2 acres per 1,000 population.

For the current planning period (2018-2038) the Parks and Recreation Department follows a set of service standards in order to provide quality recreational opportunities and to achieve community parks and recreation goals. The standards are applied to the three (3) main components of the Parks and Recreation system:

- **Community, Neighborhood & Pocket Parks:** The City classifies three (3) types of parks (Core Parks); community parks, neighborhood parks, and pocket parks. To emphasize the importance of the need for Core Parks within its park system the City uses an acreage standard of 3.5 acres per 1,000 people for its Core Parks. The City currently provides Core Parks at a rate of 2.07 acres per 1,000 people.
- **Open Space & Trails:** In addition to its Core Parks the City provides approximately 73 acres of open space within the UGB. The Parks Element does not include a numeric standard for open space areas and the acreage of open space is not included in the acreage standard for Core Parks. Open Space areas protect sensitive natural areas through existing regulations and provide recreation, including trail corridors as a secondary objective. The area protected along Bear Creek accounts for all of the City's open space acreage and provides a corridor for the Bear Creek Greenway multi-use path.

Acquisitions of open space focus on properties necessary to fill crucial connections in the greenway and trail system. Similarly, trail acquisition and development priorities are designed to provide a comprehensive pedestrian and bicycle system, connecting neighborhoods to commercial areas and other key destinations, rather than toward meeting a population-based mileage standard. As a benchmark the City currently provides open space and trails at an approximate rate of 4.12 acres per 1,000 people.

- **Specialized Recreation Facilities:** The Parks Element does not include a numeric standard for special use facilities. Special use recreation facilities are, by their nature, unique and do

not translate well to a population based numeric standard. Special use facilities within the City include the Joel Tanzi Skate Park, S kyrman Arboretum and Civic Field.

#### **1.4. Future Improvements**

The Parks Element includes a detailed needs assessment identifying the City's parks and recreation needs throughout the twenty year planning period. Within the Parks Element the locations and types of existing facilities, land use classifications, and other factors necessary to identify gaps in the parks system are identified. Understanding the known gaps in the park system will provide a foundation for the continued strategic planning ensuring that tomorrow's residents have convenient access to a system of parks and trails to stay healthy and active.

The City of Central Point is anticipated to add approximately 5,580 additional residents by the year 2038<sup>2</sup>. Serving existing and future residents will require improvements to, and expansion of, the City's park, trail and recreation system. The implementation strategy includes acquisitions of additional parkland, development and improvement of existing facilities and funding and investment options.

- **Parks and Recreation Master Plan.** The application of the goals in the Parks Element is detailed by the Parks and Recreation Master Plan with specific actions in order to ensure existing parks provide desired recreational amenities and opportunities. The Master Plan is a 10-year guide that includes investments for development and improvement of core parks. For example, the proposed development of Community Park near Central Point Elementary in the south-central portion of the City will expand recreational resources for the community. The Master Plan also includes smaller improvements throughout the parks system to enhance accessibility, safety and usability.
- **Capital Improvement Plan.** Investments in the acquisition, development and renovation of the park system are prioritized in the City's Parks and Recreation Capital Improvement Plan (CIP). The CIP lists all parks and facilities projects considered for the next 20 years, with an estimated need for approximately \$16.5 million for future improvements.

<sup>2</sup> Based on Portland State University's Interpolation Table for 2038 with the 2017 Certified Population as the base year.

The City does not have a multi-purpose community recreation center, and the number and types of activities the Department can offer in its current facilities are limited by a lack of capacity. Given the interest in establishing a community recreation center, it is recommended to continue the review of funding alternatives, as well as updating the modeling of user demand and analyzing options for community center facility development and operations revenues and costs.

New investments in parks and recreation will be necessary over the next twenty years to meet the growing needs of the community, support youth development, provide options for residents to lead healthy, active lives, and foster greater social and community connections.

## **2. Planning Context**

Although the Parks Element represents the community's interests and needs for park and recreational facilities, trails and programming, there are numerous other documents that were used and referred to in preparation of the Parks Element. To appreciate the thoroughness of the Parks Element, it is necessary to acknowledge these collaborating documents.

As previously noted, current community interests in the City's parks and recreation programming surfaced through a series of public outreach efforts that included mail and online surveys, open house meetings, stakeholder meetings, online engagement, website content and Parks and Recreation Commission meetings. An assessment of the park inventory became the basis for determining the City's current level of performance (2.07 acres per 1,000 people). An overarching needs analysis was conducted for recreation programs and facilities, parks and trails to assess current demands and project future demand accounting for population growth.

Past Central Point community plans and other relevant documents were reviewed for policy direction and goals as they pertain to the provision and planning for parks, trails and recreation opportunities in Central Point. The development of each involved public input and adoption by their respective responsible legislative body.



## **2.1. Central Point Forward, A City Wide Strategic Plan**

The City maintains a strategic plan, the purpose of which is to envision a preferred future for the City and to “...formulate a way to make this future happen through community teamwork and actions. It is a document that records what people think – the blueprint for positive change that defines the vision, goals and outcomes that must occur to realize the future.”<sup>3</sup> The community’s mission, vision and values as set forth in the Strategic Plan serve as the foundation of the Comprehensive Plan, including this Parks Element. The guidance from the Strategic Plan that is carried forward in the Parks Element is to provide high quality facilities that attract users and provide high quality, age appropriate programs that benefit all residents.

### **2.1.1. City Mission Statement**

The City’s mission statement reads as follows:

*It is the mission of the City of Central Point to build and maintain a highly livable community by working in harmony and being a catalyst for partnership with all the members of the community, public and private.*

### **2.1.2. City Statement of Values**

The Strategic Plan contains a set of five values as follows:

- **Growth:** *We value planned growth that will retain our small town atmosphere.*
- **Public Safety:** *We value a professional service oriented public safety policy that promotes a sense of safety and security in our city.*
- **Transportation:** *We value a system of transportation and infrastructure that is modern, efficient and sensitive to the environment.*
- **Community:** *We value a clean and attractive city with parks, open space and recreational opportunities.*
- **Service:** *Provide highest level of service possible in the most efficient and responsible manner.*

<sup>3</sup> City of Central Point Strategic Plan, pp 3, May 24, 2007, Resolution No. 1143

These citywide value statements provide a foundation for the policies and recommendations within the Parks Element.

## 2.2. Central Point Comprehensive Plan

The Central Point Comprehensive Plan is the guiding policy document for land use and growth-related planning for the City. The Comprehensive Plan consists of ten mandatory elements, one of which is the Parks Element. The Parks Element relies heavily on the Population Element, Land Use Element, Transportation Element, and Regional Plan Element to identify the communities changing demographics, future population growth, and the physical direction of future growth.

### 2.2.1. The Regional Plan Element

The City’s Comprehensive Plan elements must be consistent with the Regional Plan Element<sup>4</sup> adopted in 2012, which addresses the long-term urbanization needs (2060).

The City’s Regional Plan Element includes eight (8) urban reserve areas totaling 1,721 gross acres set aside for future development<sup>5</sup>. The Regional Plan provides a general distribution of land uses for each URA. Prior to an amendment to include a URA, or any part of a URA, into the UGB, a conceptual land use plan (Concept Plan) must be completed demonstrating that the proposal is consistent with the land use distribution<sup>6</sup> for each URA. The Concept Plans, when approved become part of the City’s Regional Plan.

**Figure 2.2. Summary Acreage by Urban Reserve Area**

| Urban Reserve Area | Reasonably Developable Acreage | Acreage as Parks/Open Space | Percentage of Acreage as Parks/Open Space |
|--------------------|--------------------------------|-----------------------------|---|
| CP-1B              | 441                            | 0                           | 0%  |
| CP-1C              | 60                             | 0                           | 0%  |
| CP-2B              | 282                            | 17                          | 6%  |
| CP-3               | 27                             | 16                          | 58%                                       |

<sup>4</sup> Regional Plan Element, City of Central Point Comprehensive Plan, Ordinance No. 1964, August 9, 2012.

<sup>5</sup> City of Central Point Regional Plan Element, Section 3.3 Urban Reserve Areas and Land Uses

<sup>6</sup> City of Central Point Regional Plan Element, Section 4.1.8 Conceptual Land Use Plans

|              |              |            |            |
|--------------|--------------|------------|------------|
| <b>CP-4D</b> | <b>52</b>    | <b>51</b>  | <b>99%</b> |
| <b>CP-5</b>  | <b>19</b>    | <b>2</b>   | <b>9%</b>  |
| <b>CP-6A</b> | <b>386</b>   | <b>77</b>  | <b>20%</b> |
| <b>CP-6B</b> | <b>162</b>   | <b>0</b>   | <b>0%</b>  |
| <b>Total</b> | <b>1,492</b> | <b>163</b> |            |

At such time as lands are included in the City’s Urban Growth Boundary (UGB), the Concept Plans are further refined and the dedication of parkland must be consistent with the needs for future parkland as shown in the acknowledged Concept Plans<sup>7</sup>, including the Parks Element, the Land Use Element and the Regional Plan. The Parks Element establishes an inventory of parkland needs for future growth. The amount of needed parkland is then used by the Land Use Element to further refine the geographic distribution of land uses provided in the Regional Plan’s Concept Plans.

### **2.2.2. Transportation System Plan**

The Transportation System Plan (TSP) provides specific information regarding transportation needs to guide future transportation investment across the City for vehicular, rail, transit, bicycle and pedestrian travel modes. A component of the TSP is the Bicycle and Pedestrian System. The goal of the Bicycle and Pedestrian System is to develop more diverse transportation options that are safe and convenient travel. The TSP also maps specific priority improvements for bicycle and pedestrian facilities to enhance connectivity throughout the City, including to parks and recreation sites.

The focus of the bicycle system is on the use of the bicycle as a means of transportation, with the recreational use of bicycles a secondary consideration<sup>8</sup>. A systematic approach to filling gaps in sidewalks will provide a safe pedestrian system, with primary focus on connection to schools and transit stops.

The Transportation Planning Rule requires that a local government ensure that any plan amendments, including comprehensive plan elements, would not affect an existing or planned transportation facility<sup>9</sup>. While improvements will enhance connectivity to parks and/or recreation sites, the Parks Element does not include proposed development on specific parcels and would not have an effect on the transportation system.

<sup>7</sup> City of Central Point Regional Plan Element, Performance Indicators Section 4.1.21 “ Park Land.”

<sup>8</sup> City of Central Point, Transportation System Plan, pp 84, December 8, 2008, Ordinance No. 1922.

<sup>9</sup> OAR 660-012-0060(1)

### **2.2.3. Central Point Parks and Recreation Master Plan**

The Central Point Parks and Recreation Master Plan<sup>10</sup> (Parks Master Plan) is an adjunct document to the Parks Element, the purpose of which is to outline the goals, community needs, and implementation strategies to be achieved within a ten year program period. The Parks Master Plan outlines capital improvement, and lists and prioritizes projects across the city. Major recommendations include the acquisition of additional parkland, development of a swimming pool, development of a community center and the development of additional walking and bicycle paths throughout the city.

### **Parks and Recreation Department Mission Statement**

The Parks and Recreation Department mission is to “...*provide safe, high quality parks, open space and recreational facilities that encourage residents and visitors to live, invest and play in the community, and develop recreation programs that promote memorable experiences in people’s lives.*”

### **2.3. Statewide Planning Goal 8 – Recreational Needs**

Statewide Planning Goal 8 requires that communities plan for “*The requirements for meeting such needs, now and in the future, shall be planned for by governmental agencies having responsibility for recreation areas, facilities and opportunities: (1) in coordination with private enterprise; (2) in appropriate proportions; and (3) in such quantity, quality and locations as is consistent with the availability of the resources to meet such requirements. State and federal agency recreation plans shall be coordinated with local and regional recreational needs and plans.*”<sup>11</sup>.

The City of Central Point has addressed these requirements in the Parks Element. City residents are proud of Central Point for its small town character and for what has been accomplished in the park system with modest resources, but they are also interested in certain facility improvements. This Plan documents those desires and provides a framework for addressing capital development and funding in the near-term.

<sup>10</sup> City of Central Point, Parks and Recreation Master Plan, March 23, 2017, Ordinance No. 2035.

<sup>11</sup> OAR 660-015-0000(8)

## **2.4. Jackson County Comprehensive Plan**

The Recreation Element of the Jackson County Comprehensive Plan<sup>12</sup> includes the continuation of the Bear Creek Greenway program, some of the objectives of which include cooperation with affected public agencies and other land owners in planning an interconnecting trail system between the county's population centers, evaluating future recreation needs within urban growth boundaries in cooperation with the incorporated cities, and continuing to offer technical assistance to the cities. The Parks Element reflects the goals and policies of the County's Recreation Element to further access to the Bear Creek Greenway in order to expand its use for non-motorized transportation and pedestrians.

## **2.5. Oregon Trails 2016: A Vision for the Future**

The Statewide Trails Plan is a ten-year plan (2016-2025) completed by the Oregon Parks in order to maintain the state's eligibility to participate in the Recreational Trails Program (RTP). The intent of the plan is to provide information to assist recreation planners and land managers with trail planning, including All-Terrain Vehicle, snowmobile, non-motorized, water trail and Scenic Waterways planning components. The plan segments the state into planning regions and identifies the southwest region to include Coos, Curry, Josephine, Jackson and Douglas Counties. With regard to non-motorized trail needs, the plan stresses the need for trail connectivity in the region including making trail connections within urban areas, providing connections between existing trails and providing connections to parks, open spaces and other natural areas outside of urban areas.

# **3. Parks and Recreation Facilities Inventory**

## **3.1. Park Classifications**

Parkland is classified to assist in planning for the community's recreational needs. The Central Point park system is composed of a hierarchy of various park types, each offering recreation and/or natural area opportunities. Separately, each park type may serve only one function, but collectively the system will serve the full range of community needs. Classifying parkland by function allows the City to evaluate its needs and plan for an efficient, cost effective and usable park system that minimizes conflicts between park users and adjacent uses.

<sup>12</sup> Recreation Element, Jackson County Comprehensive Plan, Ordinance No. 2007-4, September 16, 2007.

The Parks Element categorizes the City's parkland into five (5) classifications based on characteristics addressing the intended size and use of each park type. The classifications include the three (3) types of core parks; community parks, neighborhood parks, and pocket parks, along with Open Space Lands, Special Use Areas and Trails.

### **3.1.1. Community Parks**

Community parks are large sites developed for organized play, contain a wide array of facilities and appeal to a diverse group of users. Community parks are generally 10 to 40 acres in size and serve residents within a 2-mile drive, walk or bike ride from the site. In areas without neighborhood parks, community parks can also serve as local neighborhood parks. Don Jones Park is an example of a community park.

In general, community park facilities are designed for organized or intensive recreational activities and sports, although passive components such as pathways, picnic areas and natural areas are highly encouraged and complementary to active use facilities. Developed community parks typically include amenities such as sport courts (basketball, tennis), covered activity areas, soccer and/or baseball fields and bike and pedestrian trails. Since community parks serve a larger geographic area and offer more facilities than neighborhood parks, parking and restroom facilities should be provided. Often community parks contain specialized facilities such as boat launches, river front, historic structures or access to other significant natural landscape features.

### **3.1.2. Neighborhood Parks**

Neighborhood parks are small parks designed for unstructured, non-organized play and limited active and passive recreation. Neighborhood parks generally are considered the basic unit of traditional park systems and range from 0.25-5 acres in size, depending on a variety of factors including neighborhood need, physical location and opportunity. Neighborhood parks are intended to serve residential areas within close proximity (up to ½-mile walking or biking distance) of the park and should be geographically distributed throughout the City. Since access to neighborhood parks is mostly pedestrian, they should be located along road frontages to improve visual access and provide sidewalks or other safe pedestrian access. To accommodate a typically desired amount of recreational amenities and open areas a minimum size of 1.5 acres is recommended.

Developed neighborhood parks typically include amenities such as pedestrian paths, picnic tables and benches; play equipment, a multi-use open field for informal play, sport courts or multi-purpose paved areas and landscaping. Restrooms are typically not provided due to high construction and maintenance costs. When neighborhood parks contain amenities that result in longer visits, such as tennis courts and picnic shelters, restrooms could be an asset to provide services that are conducive to extended playing times. Depending on the size and function of a neighborhood park parking is usually not provided; however, on-street, ADA-accessible parking stall(s) may be beneficial.

### **3.1.3. Pocket Parks**

Pocket parks are small parks that provide limited opportunities for active play and passive recreation. They are generally less than 0.5 acres in size and provide modest recreational amenity to residents within a ¼-mile walking distance. Due to their small size, pocket parks are discouraged and the Parks Element recommends against pursuing additional pocket parks due to the higher maintenance costs and lower recreational value. The existing pocket parks have limited to no opportunity for expansion.

### **3.1.4. Open Space Lands**

Open spaces are undeveloped lands primarily left in a natural state with recreation use as a minor objective. These lands are usually owned or managed by a governmental agency, which may or may not accommodate public access. Open space lands protect sensitive natural areas, and can include wildlife habitats, stream and creek corridors, or unique and/or endangered plant species. The Land Use Element identifies the areas protected along Bear Creek as open space lands that also accommodate the Bear Creek Greenway trail corridor.

No standards currently exist or are proposed for open space lands. Potential acquisition of open space land is typically evaluated for its significant merits beyond outdoor recreation value, with an emphasis on preservation of unique natural features.

### 3.1.5. Special Use Facilities

Special use facilities include single-purpose recreational areas or stand-alone sites designed to support a specific, specialized use. This classification includes stand-alone sport field complexes, arenas, community centers, community gardens or sites occupied by buildings.

### 3.1.6. Trails

Trails are non-motorized recreation and transportation corridors generally separated from roadways. Trails can be developed to accommodate a single use or shared uses, such as pedestrians and bicyclists. Recreation trail alignments aim to emphasize a strong relationship with the natural environment and may not provide the most direct route from a practical transportation viewpoint. Trails may be developed in conjunction with various recreational activities, such as jogging, cycling and nature observation.

Trails should be sufficiently wide enough to accommodate the intended type of trail user(s), preserve the features through which the trail is traversing and buffer adjacent land use activities. Trails are classified by use type and function, including regional trails, park trails, community trails and bike routes. Trail should be developed based on the trail standards in the Parks Master Plan<sup>10</sup>.

## 3.2. Facility Inventory

The City’s Park and Open Space Inventory identifies the City’s recreational assets. The City owns and maintains approximately 122 acres of developed and undeveloped park and open space lands.

Additionally, the City Hall houses the library and indoor spaces for recreation programs and activities.

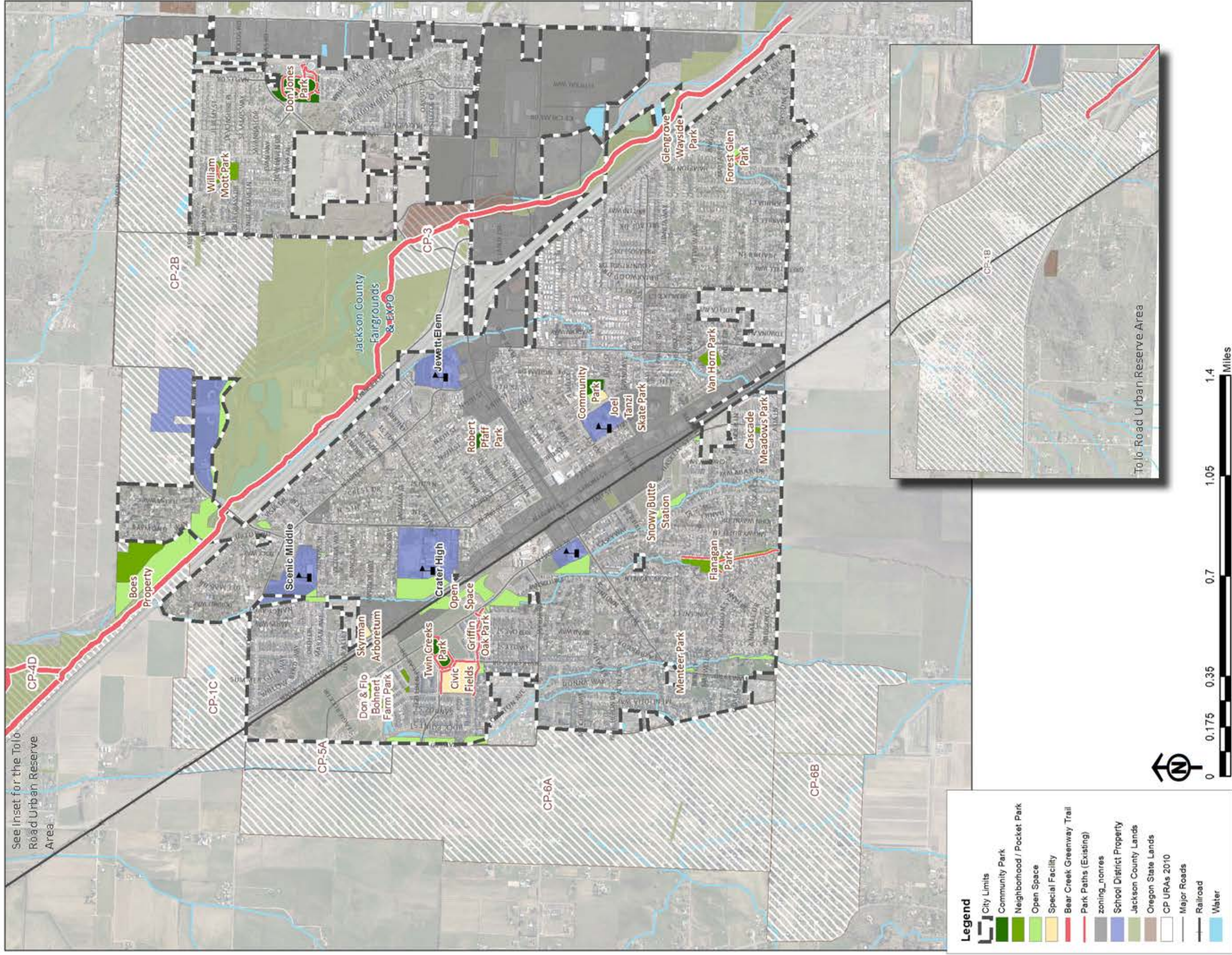
**Figure 3.2. Existing Inventory: Park & Open Space Lands by Type**

| Community Park Name                 | Status    | Acreage      |
|-------------------------------------|-----------|--------------|
| Community Park                      | Developed | 2.05         |
| Don Jones Park                      | Developed | 8.60         |
| Robert Pfaff Park                   | Developed | 1.48         |
| Twin Creeks Park                    | Developed | 3.21         |
| <b>Total Community Park Acreage</b> |           | <b>15.34</b> |
| Neighborhood Park Name              | Status    | Acreage      |



|  |               |                |
|--|---------------|----------------|
| Boes property                          | Undeveloped   | 9.32           |
| Flanagan Park                          | Developed     | 5.34           |
| Forest Glen Park                       | Developed     | 1.90           |
| Griffin Oak Park                       | Developed     | 0.79           |
| Van Horn Park                          | Developed     | 2.04           |
| William Mott Park                      | Developed     | 3.58           |
| <b>Total Neighborhood Park Acreage</b> |               | <b>22.97</b>   |
| <b>Pocket Park Name</b>                | <b>Status</b> | <b>Acreage</b> |
| Cascade Meadows Park                   | Developed     | 0.23           |
| Glengrove Wayside Park                 | Developed     | 0.24           |
| Menteer Park                           | Developed     | 0.46           |
| <b>Total Pocket Park Acreage</b>       |               | <b>0.93</b>    |
| <b>Special Facility Use Park Name</b>  | <b>Status</b> | <b>Acreage</b> |
| Civic Field                            | Developed     | 7.26           |
| Joel Tanzi Skate Park                  | Developed     | 0.59           |
| Skyrman Arboretum                      | Developed     | 1.77           |
| <b>Total Special Facility Acreage</b>  |               | <b>9.62</b>    |
| <b>Open Space / Natural Area</b>       | <b>Status</b> | <b>Acreage</b> |
| Open Space (all combined)              | Undeveloped   | 72.87          |
| <b>Total Open Space Acreage</b>        |               | <b>72.87</b>   |
| <b>Total Park System Acreage</b>       |               | <b>121.73</b>  |

The following map shows the location of existing parks, and trails and open spaces within the City (see Map 1). [A detailed description of each park is included in the Parks Master Plan.](#)



Map I: Existing Parks, Trails & Open Space



### **3.3. OTHER RECREATION PROVIDERS**

Although the City of Central Point is the major provider of parks, open space and recreation opportunities within the Central Point planning area, other providers also contribute recreation opportunities. Several other parks, recreation and open space areas are located within close proximity to Central Point and provide city residents opportunities for a wider array of outdoor activities. Providers of these facilities include the following.

#### **3.3.1. Jackson County**

Jackson County has ten parks with facilities that include a multi-use sports park, RV parks, campgrounds, cabin rentals, meeting space and facility rentals, picnic areas, gardens, boat launches, boat rentals, fishing platforms, swimming areas, a water slide, trails and playgrounds. Jackson County's Expo Park is home to the Jackson County Fair and includes the Bob and Phyllis Mace Watchable Wildlife Memorial Center and the Seven Feathers Event Center. The fairgrounds are used 365 day a year by community groups, private promoters, and organizations that plan special events and private functions. Facilities include the 57,600 sf Isola Memorial Arena, the 7,381 sf Padgham Pavilion, the covered Olsrud Arena, along with livestock barns, horse stalls, a sale pavilion and lawn areas. Overnight RV parking for large recreational vehicles is complete.

#### **3.3.2. Medford**

The City of Medford, contiguous on the south and east edge of Central Point, is Southern Oregon's largest provider of recreation services. The City currently provides over 2,500 acres of public parkland and recreation facilities distributed among 36 park sites and numerous open space parcels. This system of parks supports a range of active and passive recreation experiences. Medford's Parks and Recreation Department is responsible for the maintenance and programming of the U.S. Cellular Community Park and the Santo Community Center providing over 300 programs, services and events each year.

### **3.3.3. Phoenix**

The City of Phoenix, located approximately six miles south of Central Point, has 35 acres of park land. Facilities at their three parks include playgrounds, a softball field, concession stand, picnic area, community garden, nature paths and wetland observation platforms. Colver Road Park and City Hall Park have localized service areas, which would not likely attract Central Point residents. However, the 24-acre Blue Heron Park is connected to Central Point via the Bear Creek Greenway.

### **3.3.4. Talent**

The City of Talent, located approximately nine miles south of Central Point, manages 19 acres as parks and recreation facilities. The facilities for their eight parks include playgrounds, sports fields, picnic areas and shelters and trails. The Downtown Park has a multi-use facility for skateboarders, in-line skaters and BMX bikers that may attract Central Point users. Also, Lyn Newbry Park is connected to Central Point via the Bear Creek Greenway.

### **3.3.5. Oregon State Parks**

Seven state parks and recreation sites are located in the Central Point vicinity. These include day-use sites, waysides, campgrounds, scenic viewpoints, and state heritage sites. These diverse sites provide recreational opportunities for picnicking, fishing, boating, swimming, bicycling, hiking, bird and wildlife watching and cultural and environmental interpretation. Touvelle State Recreation Site, 8 miles north of Central Point, provides water-based recreation opportunities on the Rogue River. Touvelle is a popular site for picnicking, boating, swimming and fishing. Next to the park, Denman Wildlife Refuge teems with local and migratory wildlife. The Oregon Department of Fish and Wildlife stocks Rainbow trout in this section of the river.

### **3.3.6. Bureau of Land Management**

The BLM has a number of campgrounds, day use areas, trails, and snow parks within their Medford District. Some sites have specific functions, such as hiking trails. Some sites, such as the Hyatt Lake Recreation Complex, provide many different recreation opportunities, such as camping, fishing, swimming and hiking. The Upper and Lower Table Rocks are an Area of Critical Environmental

Concern (ACEC) co-managed by the BLM and the Nature Conservancy. They are located approximately 10 miles north of Central Point. The Nature Conservancy manages about 3,600 acres of Lower Table Rocks, and the BLM manages 1,280 acres on Upper and Lower Table Rocks. The area provides outstanding opportunities for hiking and environmental education.

## 4. Park & Recreation Needs Assessment

This chapter assesses Central Point’s needs for park and recreation facilities and programming, based on the community’s vision, input and priorities. The needs and recommendations presented here are based on public input – including survey results, stakeholder discussions, and public meetings – as well as information gathered through site inventories and state and national recreation trends.

### 4.1. Community Demographics

In 2018, an estimated 18,924 people reside in Central Point, according to the Portland State University Population Research Center<sup>13</sup>. The city has been growing steadily for the past four decades, with a 329% increase in population from 1970 to 2010 (see Figure 4.1A). Much of this increase occurred between 1990 and 2000, when the city grew by nearly 5,000 people, an annual rate of approximately 6.6%. While the rate of population growth has slowed since - to approximately 2.7% annually over the past 15 years, it remains three times faster than population growth in Jackson County as a whole. Today, Central Point is the third largest city in Jackson County and is expected to continue to grow over the coming decades.

Central Point is home to many families with children, which represent over one-third of households. Residents are relatively young, particularly when compared to the remainder of Jackson County. However, this may be changing. The city is experiencing growth in the percentage of residents over 45 and a decline in the number of young children.

**Figure 4.1A. Population Characteristics: Central Point, Jackson County, Oregon (2015)**

| Demographics | Central Point | Jackson County | Oregon |
|--------------|---------------|----------------|--------|
|--------------|---------------|----------------|--------|

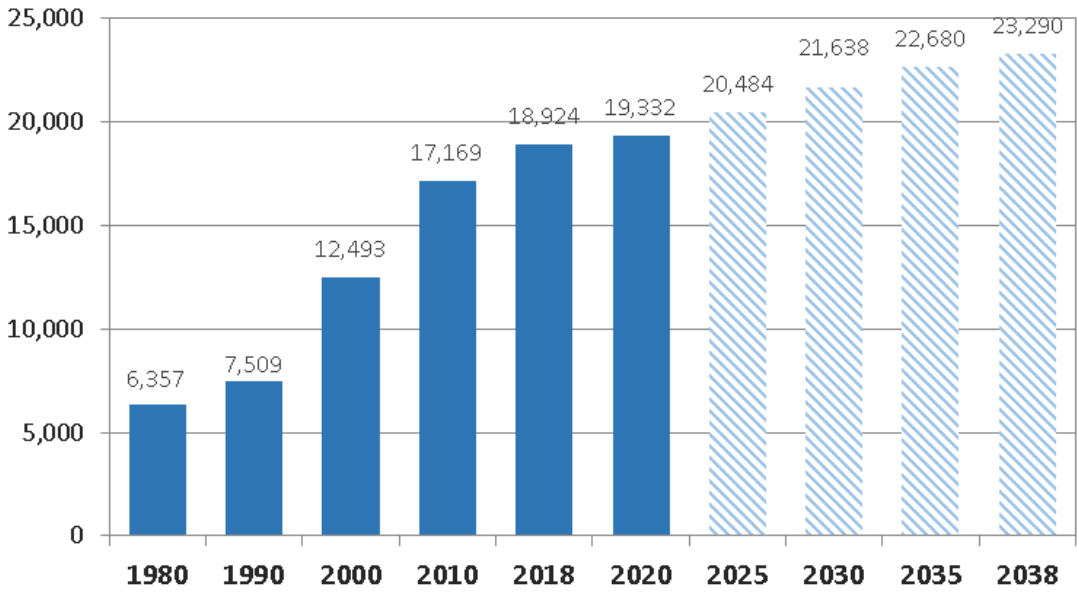
<sup>13</sup> Based on Portland State University’s Interpolation Table for 2038 with the 2017 Certified Population as the base year.

| <b>Population Characteristics</b> |          |          |           |
|-----------------------------------|----------|----------|-----------|
| Population (2015)                 | 17,485   | 210,975  | 4,013,845 |
| Population (2010)                 | 17,169   | 203,206  | 3,831,074 |
| Population (2000)                 | 12,493   | 181,269  | 3,421,399 |
| Percent Change (2000 - 2015)      | 40.0%    | 16.4%    | 17.3%     |
| Persons w/ Disabilities (%)       | 15.6%    | 16.9%    | 14.2%     |
| <b>Household Characteristics</b>  |          |          |           |
| Households                        | 6,637    | 82,977   | 1,522,988 |
| Percent with children             | 31.4%    | 24.6%    | 26.9%     |
| Median HH Income                  | \$46,765 | \$44,086 | \$50,521  |
| Average Household Size            | 2.61     | 2.44     | 2.5       |
| Average Family Size               | 3.04     | 2.96     | 3.05      |
| Owner Occupancy Rate              | 61.8%    | 62.4%    | 61.5%     |
| <b>Age Groups</b>                 |          |          |           |
| Median Age                        | 36.5     | 42.1     | 38.4      |
| Population < 5 years of age       | 7.5%     | 5.9%     | 6.2%      |
| Population < 18 years of age      | 26.5%    | 21.8%    | 22.6%     |
| Population 18 - 64 years of age   | 58.7%    | 60.6%    | 63.5%     |
| Population > 65 years of age      | 14.8%    | 17.6%    | 13.9%     |

The population forecast projects continued growth over the coming 20 years. It estimates the population of the urban area will grow to 20,484 people by 2025 and 23,290 by 2038. This growth represents a 24% increase in total population between 2018 and 2038 and an Average Annual Growth Rate of 1.0 percent<sup>14</sup>.

#### **Figure 4.1B. Population Change – 1970 – 2038**

<sup>14</sup> Average Annual Growth Rate is the average increase in the value of population over the 20-year planning horizon. It is calculated by taking the arithmetic mean of the growth rate over the 20-year time period.



As the population of Central Point grows, the City will need to acquire and develop additional parkland to meet community needs. The City’s recreational facilities and programs will be in increasing demand. The City of Central Point can also expand into urban reserve areas through annexation. These areas fall to the west of the city and to the north, along Interstate 5. Growth in these areas will require the City to plan for and provide parks to serve existing and new residents.

#### **4.2. Parkland Gap Analysis: Level of Service, Proximity & Distribution**

Central Point residents are fortunate to have access to great parks and the Bear Creek Greenway. Through thoughtful planning, the City has secured several new park sites over the years, and a strong core system of parks and open spaces exist today. However, the continued and projected growth of the city will place further pressure on access to new lands for parks. While about half of residents believe the City currently has enough parks, just over 20% feel that there are not enough park and recreation opportunities in the City.

To better understand where acquisition efforts should be directed, the Parks Element examines and assesses the current distribution of parks throughout the city through a gap analysis. The gap analysis reviews the locations and types of existing facilities, land use classifications, transportation/access barriers and other factors as a means to identify preliminary acquisition target areas. Understanding the known

gaps in the park system will provide a foundation for strategic planning to ensure that tomorrow’s residents have access to a distributed system of parks and trails to stay healthy and active.

### 4.2.1. Level of Service

Central Point’s existing community, neighborhood and pocket parks make up approximately 39.24 acres of parkland, of which 30 acres are developed, resulting in a current level of service of 2.07 acres per thousand residents (see Figure 4.2). Given a level of service target of 3.5 acres per thousand residents, the City currently faces a deficit of 27 acres of new parkland, and 36 acres of developed parkland. The above parkland acreage calculations include the undeveloped acreage of the Boes property in the CP-4D urban reserve area. Development of that site to serve as a new neighborhood park results in an urban area deficit of approximately 27 acres.

Central Point’s population is anticipated to grow by approximately 4,500 residents by 2038. In order to serve future residents, the City would need to acquire and develop an additional 16 acres of parkland, in addition to current needs. Accordingly, the City should aim to acquire 43 acres of parkland, and develop 52 acres, between 2018 and 2038 to fully meet the desired level of service standard (3.5 acres/1,000 residents).

**Figure 4.2. Level of Service and Parkland Needs – 2018 and 2038**

| Metric  | Measurement                   |              |              |              |
|---|-------------------------------|--------------|--------------|--------------|
| Existing Level of Service (LOS) Standard                                  | 3.5 acres per 1,000 residents |              |              |              |
| 2018 Population   | 18,924 residents              |              |              |              |
| 2038 Population Forecast  | 23,290 residents              |              |              |              |
| Parkland Acreage (Core Parks - City Only)                                 | Total                         |              | Developed    |              |
| City-owned & maintained   | 39.24                         | acres        | 29.92        | acres        |
| <b>Total</b>  | <b>39.24</b>                  | <b>acres</b> | <b>29.92</b> | <b>acres</b> |
| Level of Service  | 2018                          | 2038         | 2018         | 2038         |
| Effective Level of Service based on total acreage (acres/1,000 residents) | 2.07                          | 1.68         | 1.58         | 1.28         |
| Net LOS to Standard (acres/1,000 residents)                               | (1.43)                        | (1.82)       | (1.92)       | (2.22)       |
| Performance to Standard   | 59%                           | 48%          | 45%          | 37%          |
| Acreage surplus (deficit)   | (26.99)                       | (42.27)      | (36.31)      | (51.60)      |

Source: Population data from PSU Center for Population Research

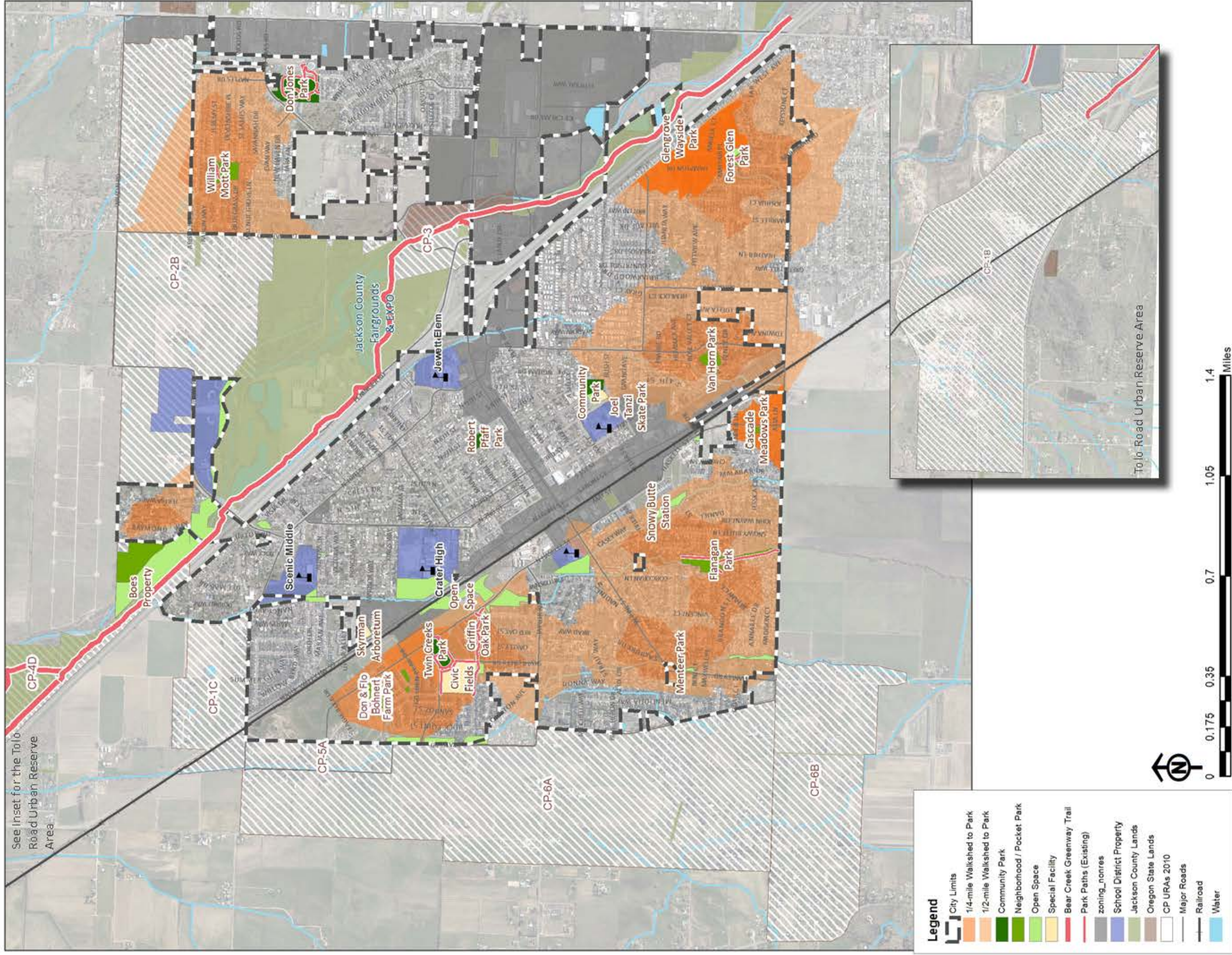


### **4.2.2. Proximity**

In reviewing parkland distribution and assessing opportunities to fill identified gaps, residentially zoned lands were targeted, since neighborhood and community parks primarily serve these areas. Additionally, primary and secondary service areas were used as follows:

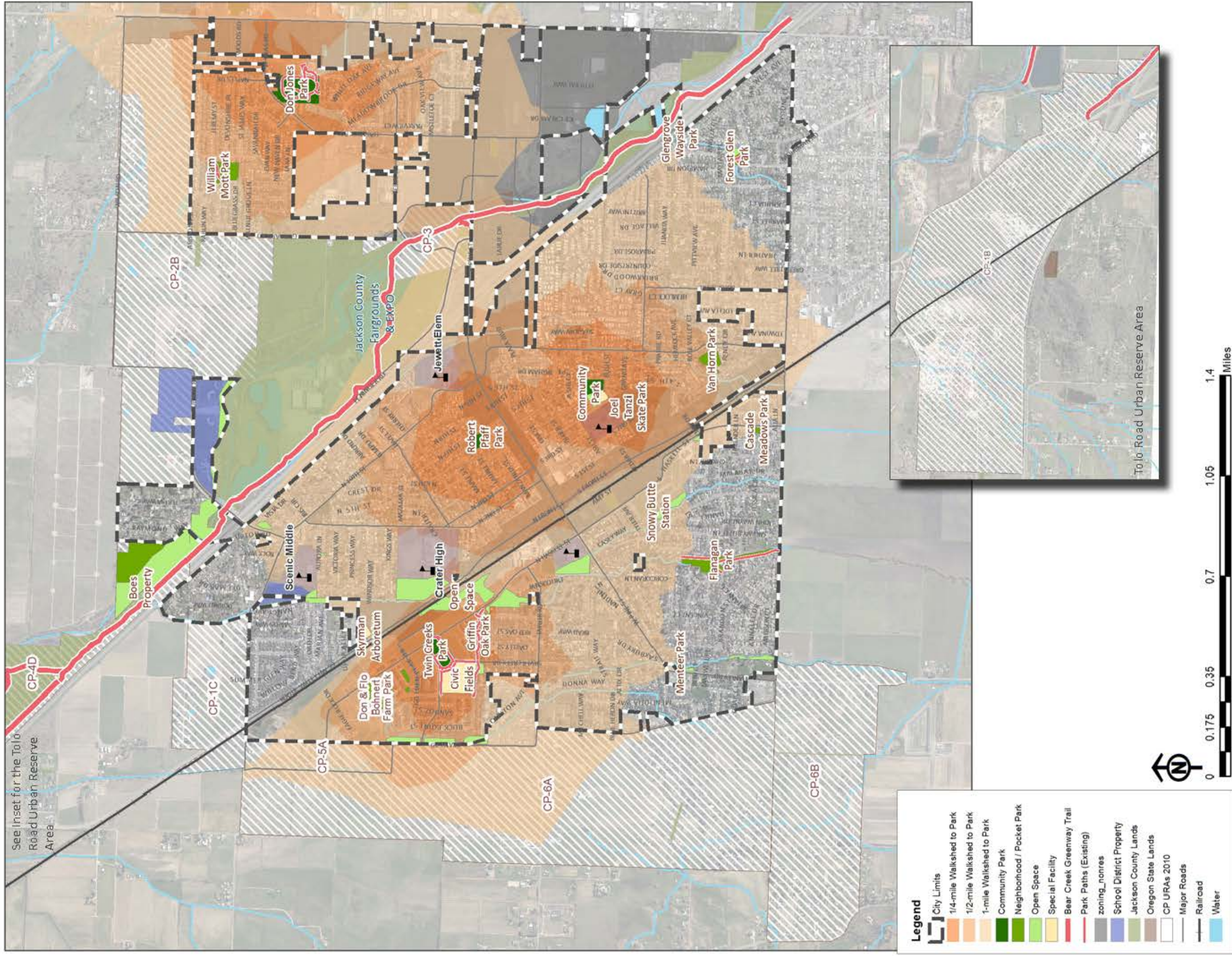
- Community parks: ½-mile primary & 1-mile secondary service areas
- Neighborhood parks: ¼-mile primary & ½-mile secondary service areas

Map 2, 3 and 4 on the following pages illustrate the application of the distribution standards from existing, publicly-owned neighborhood and community parks. These maps show that the eastern portion of the city (east of I-5) is well served with reasonable access to public parkland. The portion of the City west of Highway 99 is also reasonably well served, though a gap exists in the southern portion of this area. The majority of the City's park needs exist in the central portion of the city, between I-5 and Highway 99.



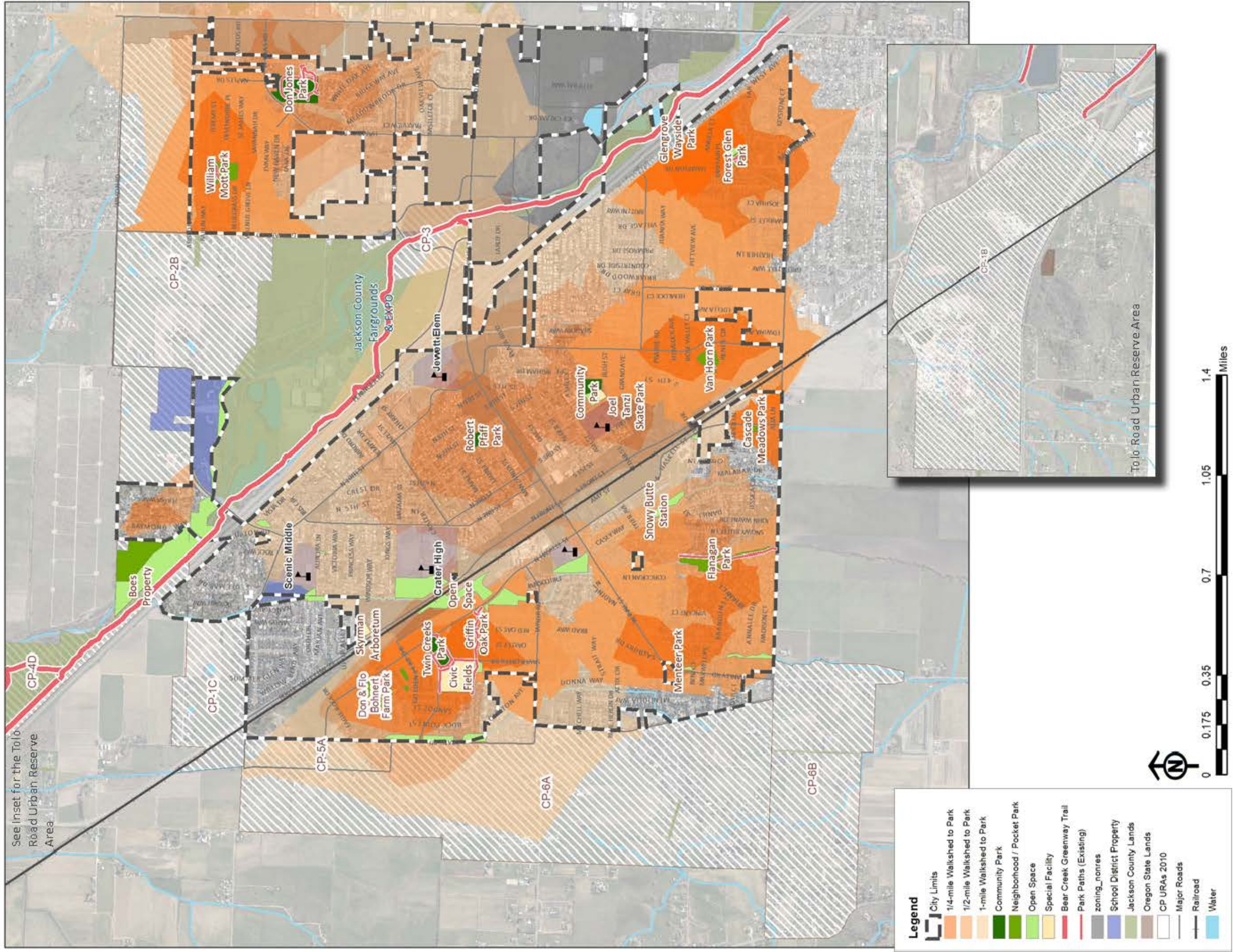
Map 2: Park Walkshed Map (Neighborhood & Pocket Parks)





Map 3: Park Walkshed Map (Community Parks)





Map 4: Composite Park Walkshed Map



### 4.2.3. Distribution

Based on the parks need assessment, the Proposed Parkland Target Acquisition Areas, as shown on Map 5, highlights those areas of the City that will require special focus for park acquisition and development in the coming years. A total of three potential acquisition areas are identified within current city limits and include one proposed community park and two proposed neighborhood parks (see Figure 5).

The greatest documented land need is for additional community park sites to provide the land base for a blend of passive and active recreation opportunities, such as sport fields, picnicking and walking. Secondly, new neighborhood parks are needed to improve overall distribution and equity throughout the City, while promoting recreation within walking distance of residential areas. The acquisition and development of the community and neighborhood parks necessary to meet the geographic distribution goals described above would meet, or significantly address, the current and future level of service needs.

**Figure 4.2.3A. Parkland Service Gap Areas by District & Park Type**

| Gap Area | Location  | Park Type    |
|----------|---|--------------|
| 1        | North Central Near 10 <sup>th</sup> St. and Upton Rd. | Neighborhood |
| 2        | Near Beebe Road Rd. and Hamrick Road.                 | Community    |

Additionally, a number of future parkland acquisition target areas are identified within urban reserve areas. As annexations and/or new residential development occur within these urban reserve areas, the City should be prepared to purchase or negotiate for the protection of developable lands for recreational uses. Efforts to secure future parklands in these urban reserve areas may require developer incentives, such as density bonuses, to entice landowners into cooperating to set aside appropriately-sized areas for future use as parks (see Appendix E for other acquisition tools).

**Figure 4.2.3B. Parkland Service Gap Areas within the URA by Location & Park Type**

| Gap Area | Location                                     | Park Type    |
|----------|--|--------------|
| 3        | CP-6A – South of Scenic Av.                  | Neighborhood |
| 4        | CP-6A – Near Taylor Rd.                      | Community    |
| 5        | CP-6A – North of Beall Ln.                   | Neighborhood |
| 6        | CP6-B – Southwest of Beall Ln. & Hanley Rd.  | Community    |
| 7        | CP-2B- Southeast of Upton Rd. and Wilson Rd. | Community    |

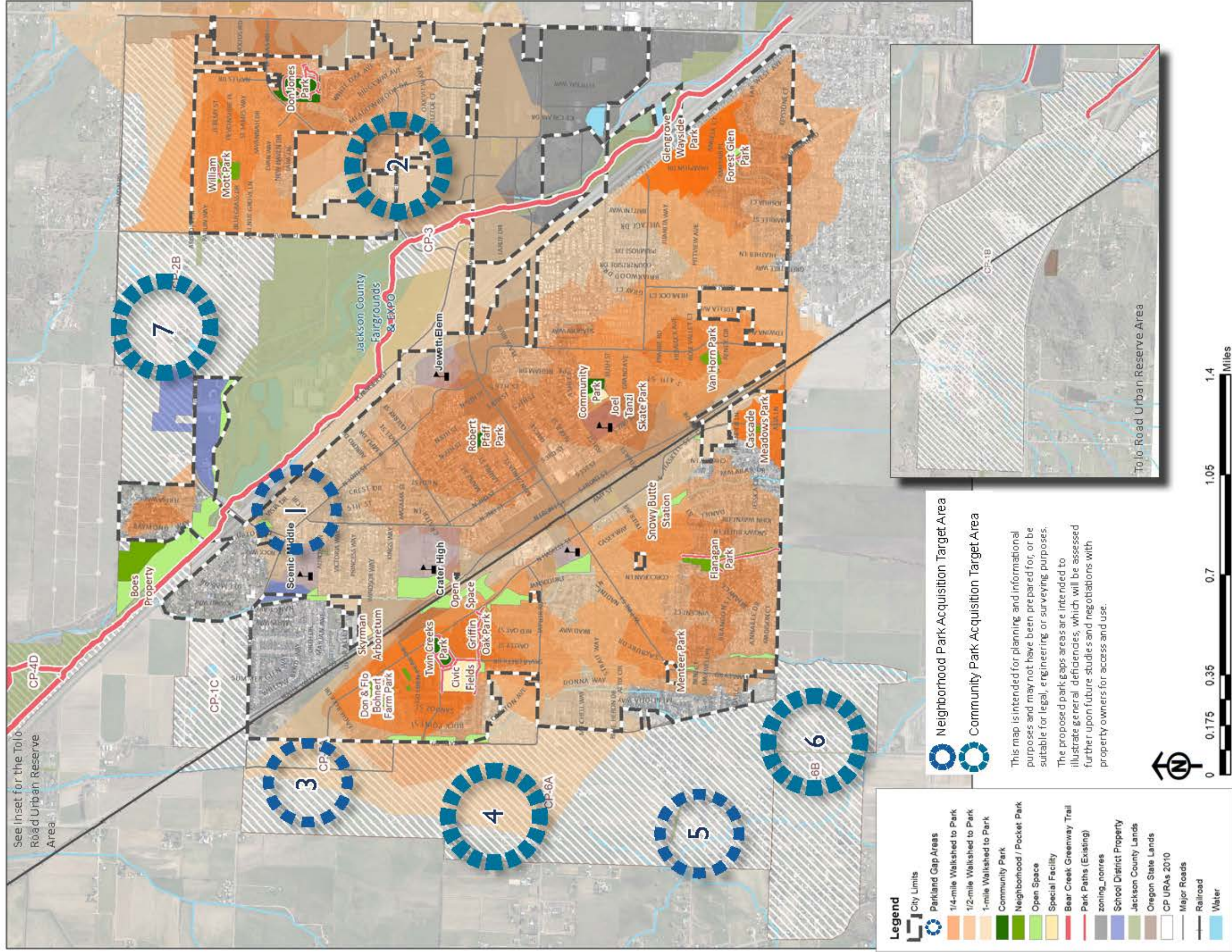
While the targeted acquisition areas do not identify a specific parcel(s) for consideration, the area encompasses a broader area in which an acquisition would be ideally suited. These acquisition targets represent a long-term vision for improving parkland distribution throughout Central Point, and guidelines are provided in the Master Plan<sup>10</sup> for size ranges and recreational amenities for future community and neighborhood parks.

### **4.2.3.1. New Community Parks**

Central Point should acquire and develop two new community parks (of 10 to 30 acres in size) to provide adequate space for needed community recreation amenities, improve geographic distribution, and help meet the desired park level of service. One community park should be located in the northern portion of the city, to the east of Highway 99 (see Map 5) to serve residents of neighborhoods near Scenic Avenue and Dobrot Way. A second community park should be located to the east of Interstate 5, northeast of the intersection of Beebe Road and Gebhard Road to serve residents in the eastern portion of the city. Due to size requirements for community parks, and areas of the city that are heavily developed, it will be difficult to locate new community parks within existing developed sections of the city.

### **4.2.3.2. New Neighborhood Parks**

Central Point's neighborhood park system goal is to provide a neighborhood park within walking distance ( $\frac{1}{4}$ -mile) of every resident. Achieving this goal will require acquiring new neighborhood park properties in currently underserved locations. Within the current city limits, Central Point should acquire and develop two new neighborhood parks of 3 to 5 acres to serve local neighborhoods. A new neighborhood park, Summerfield Park, is scheduled for construction in the north-central portion of the city, near the intersection of N 10th Street and N 3rd Street, see Map 5. A second neighborhood, Don and Flo Bohnert Farm Park, is currently under construction in the north-west portion of the city, near Stone Pointe Drive. A third neighborhood park should ideally be located near the intersection of Glenn Way and Timothy Street to serve residents in the southeastern portion of the city. Other proposed neighborhood park locations are identified on Map 5 and aim to address parkland distribution needs within the urban reserve areas.



Map 5: Proposed Parkland Acquisition Target Areas





### **4.3. Priorities**

As opportunities to acquire large park sites may be limited, the City should prioritize available opportunities to secure large sites and/or multiple adjacent properties and should consider acquisition partnership opportunities with the Central Point School District or other education and recreation providers. The City will need to take advantage of opportunities in strategic locations to better serve residents. The City should look to proactively acquire neighborhood and community park sites in newly incorporated areas, should the City's urban growth boundary and city limits expand in the future. Such acquisitions would help ensure the City can adequately provide parks in future neighborhoods.

New parks should be developed with walking paths, play areas, shade trees, picnic areas and benches, spray-grounds or other water features, and other appropriate amenities as desired by the local community. For example, the City could consider adding half-court basketball courts, small skate park elements and other recreation features in the development of new or existing neighborhood parks to expand recreational opportunities.

In general, Central Point residents believe parks and recreation are essential to the quality of life in the city. This value holds whether or not residents actually use available park and recreation services.

Residents are also generally satisfied with the number of existing parks and recreation opportunities and the condition of local parks.

## **5. Goals & Policies**

### **5.1. Goals & Policies**

Taken together, the goals and policies provide a framework for the city-wide Parks and Recreation Comprehensive Plan Element. A goal is a general statement describing an outcome the City wishes to provide. Goals typically do not change over time unless community values shift. Policies are more specific, measurable statements that describe a means to achieving the stated goals. Policies may change over time. Recommendations are specific actions intended to implement and achieve the goals and objectives and are contained in other chapters of the Plan.

The Parks Element supports those policies addressing Oregon Statewide Planning Goal 5: Open Spaces, Scenic and Historic Areas and Natural Resources, and Goal 8: Recreation Needs. The Parks Element also complies with Oregon Parks and Recreation Department's 2013-2017 Statewide Comprehensive Outdoor Recreation Plan (SCORP).

### **5.1.1. Community Engagement and Communication**

**Goal 1: Encourage meaningful public involvement in park and recreation planning and inform residents through department communications.**

#### **Policies**

- 1.1 Support the Parks and Recreation Commission (Commission) as the forum for public discussion of parks and recreation issues and conduct joint sessions as necessary between the Commission and City Council to improve coordination and discuss policy matters of mutual interest.
- 1.2 Involve residents and stakeholders in system-wide planning, park site facility design and recreation program development and continue to use a diverse set of communication and informational materials to solicit community input, facilitate project understanding and build public support.
- 1.3 Support volunteer park improvement and stewardship projects from a variety of individuals, service clubs, faith organizations and businesses to promote community involvement in parks and recreation facilities.
- 1.4 Continue to promote and distribute information about recreational activities, education programs, community services and events, and volunteer activities sponsored by the City and partner agencies and organizations.
- 1.5 Prepare and promote an updated park and trail facilities map for online and print distribution to highlight existing and proposed sites and routes.
- 1.6 Implement a comprehensive approach for wayfinding and directional signage to, and identification and interpretive signage within, park and trail facilities.
- 1.7 Survey, review and publish local park and recreation preferences, needs and trends periodically to stay current with community recreation interests.

## 5.1.2. Recreation Programming

**Goal 2: Establish and maintain a varied and inclusive suite of recreation programs that accommodate a spectrum of ages, interests and abilities and promote the health and wellness of the community.**

### **Policies**

- 2.1 Expand and enhance the diversity of programs offered, focusing on programs that are in high demand or serve a range of users.
- 2.2 Enable programming and services to meet the needs of diverse users, including at-risk communities or those with special needs.
- 2.3 Maintain and enhance program scholarships, fee waivers and other mechanisms to support recreation access for low-income program participants.
- 2.4 Continue to pursue development of a multi-use community center that provides additional space for recreation programs.
- 2.5 Pursue opportunities to develop an indoor aquatic facility and recreation center, potentially in partnership with other organizations or agencies. Consider financial feasibility and long term operations needs prior to design or construction of any new facility.
- 2.6 Implement and support special events, festivals, concerts and cultural programming to promote arts, health and wellness, community identity and tourism, and to foster civic pride.
- 2.7 Leverage city resources by forming and maintaining partnerships with public, non-profit and private recreation providers to deliver recreation services; coordinate with the school district for access to existing facilities (e.g. schools gymnasiums, tracks, fields) for community recreational use.
- 2.8 Explore partnership opportunities with regional healthcare providers and services, such as Providence, Asante and the Jackson County Health and Human Department, to promote wellness activities, healthy lifestyles and communications about local recreation facilities and the benefits of parks and recreation.
- 2.9 Periodically undertake a comprehensive evaluation of existing recreation program offerings in terms of persons served, customer satisfaction, cost/subsidy, cost recovery and availability of similar programs via other providers.

### **5.1.3. Parks & Open Space**

**Goal 3: Acquire and develop a high-quality, diversified system of parks, recreation amenities and open spaces that provide equitable access to all residents.**

#### **Policies**

- 3.1 Provide a level of service standard of 3.5 acres per 1,000 residents of developed core parks (community, neighborhood and pocket).
- 3.2 Strive to provide equitable access to parks such that all city residents live within one-half mile of a developed neighborhood park.
- 3.3 Prioritize park acquisition and development in underserved areas where households are more than ½-mile from a developed park.
- 3.4 Explore partnership with local utilities, public agencies and private landowners for easements for parkland, trail corridors and recreation facilities.
- 3.5 Pursue low-cost and/or non-purchase options to preserve open space, including the use of conservation easements and development agreements.
- 3.6 Continue to provide community gardens at suitable sites to provide opportunities for gardening, healthy eating and social connections.
- 3.7 Provide and maintain facilities for alternative or emerging sports, such as pickle-ball, disc golf, climbing and parkour, to offer residents a more diverse range of recreational experiences.
- 3.8 Coordinate with public agencies and private landowners for the protection of valuable natural areas and sensitive lands through the purchase of development rights, easements or title and make these lands available for passive recreation as appropriate.
- 3.9 Maintain and apply annually for Tree City USA status.
- 3.10 Manage vegetation in natural areas to support or maintain native plant species, habitat function and other ecological values; remove and control non-native or invasive plants as appropriate.

### 5.1.4. Trails & Pathways

**Goal 4: Develop a high-quality system of multi-use trails and bicycle and pedestrian corridors that connects to regional trails and provides access to public facilities, neighborhoods and businesses to promote exercise, walking and biking.**

#### **Policies**

- 4.1 Coordinate recreational path and trail system planning and development with the City's and Jackson County's Transportation System Plan to provide a comprehensive pedestrian and bicycle network. Coordinate with Medford's pathway plans for improved connectivity. Create an updated Pedestrian and Bike Trails Plan.
- 4.2 Facilitate and provide improved pedestrian and bicycle connectivity from major shared-use paths, such as the Bear Creek Greenway, to parks and other destinations.
- 4.3 Coordinate with the Planning Department and integrate the siting of proposed path and trail segments into the development review process; require development projects along designated routes to be designed to incorporate path and trail segments as part of the project.
- 4.4 Expand the system of off-street trails by utilizing greenways, parks, utility corridors and critical areas as appropriate; purchase rights-of-way or easements as necessary.
- 4.5 Partner with local utilities, public agencies and private landowners to secure easements and access to open space for path and trail connections.
- 4.6 Implement trail, route and wayfinding signage for trails and associated facilities, informational maps and materials identifying existing and planned trail facilities.
- 4.7 Provide trailhead accommodations, as appropriate, to include parking, signage, restrooms and other amenities.
- 4.8 **Promote the planning, design and implementation of safe pedestrian and bicycle routes during development review to encourage connectivity to parks, trails, schools and local goods and services. Safe connections should be required for new construction and retrofitted into older neighborhoods to promote community health and safe routes to destinations.**

### **5.1.5. Design, Development & Management**

**Goal 5: Plan for a parks system that is efficient to maintain and operate, while protecting capital investment.**

#### **Policies**

- 5.1 Develop and maintain all parks and facilities in a manner that keeps them in safe and attractive condition. Repair or remove damaged components immediately upon identification. Maintain and update an inventory of assets including condition and expected useful life.
- 5.2 Establish and utilize design standards to provide continuity in furnishings (e.g., signage, trash cans, tables, benches, fencing) and construction materials to reduce inventory and maintenance costs and improve park appearance.
- 5.3 Update the comprehensive Parks and Recreation Parks Element periodically to ensure facilities and services meet current and future community needs.
- 5.4 Formulate illustrative master plans for the development or redevelopment of each City park, as appropriate, to take advantage of grant or other funding opportunities.
- 5.5 Design parks and facilities to offer universal accessibility for residents of all physical capabilities, skill levels and age, as appropriate.
- 5.6 Incorporate sustainable development and low impact design practices into the design, planning and rehabilitation of new and existing facilities.
- 5.7 Estimate the maintenance costs and staffing levels associated with the acquisition, development or renovation of parks or open spaces, and pursue adequate long-term maintenance, life-cycle replacement and operation funding.
- 5.8 Develop and maintain minimum design and development standards for park and recreation amenities within private developments to address community facility needs, equipment types, accessibility, and installation procedures.
- 5.9 Update the comprehensive Parks and Recreation Master Plan periodically to ensure facilities and services meet current and future community needs.
- 5.10 Promote professional development opportunities that strengthen the skills and engender greater commitment from staff, Commission members and key volunteers, to include trainings, materials and/or

affiliation with the National Recreation & Park Association (NRPA) and the Oregon Recreation & Parks Association (ORPA).

### **5.1.6. Facilities Development Plan:**

**Goal 6: Develop and implement a comprehensive facilities plan in cooperation and coordination with surrounding cities/county and school district.**

#### **Policies**

- 6.1 Pursue and maintain effective partnerships with public, private and non-profit organizations to maintain parks and recreation facilities.
- 6.2 Formalize partnerships through inter-governmental agreements to meet mutual goals and objectives of all parties.
- 6.3 Coordinate program efforts with the School District for joint facility development and maintenance for parks, special event venues, athletic fields and other major facilities to increase availability of recreational opportunity to nearby residents..
- 6.4 Collaborate with key stakeholders, land owners and other jurisdictions to identify appropriate and community-supported trail routes that improve park access and link parks, green space, recreation facilities and other community destinations.
- 6.5 Work in partnership with user groups and project proponents to identify and test new recreational facilities.
- 6.6 Encourage and pursue mutual cooperation and a “good neighbor” policy with residents and businesses located adjacent to park facilities, trails and natural open space areas.
- 6.7 Maintain a strong and active volunteer program with opportunities for citizens to become actively involved in programs to develop a sense of community pride.

## **6. Implementation Strategies**

The Parks Element (Policy 3.1) establishes a minimum service standard of 3.5 acres of core parks per 1,000 residents. The Parks Element also sets a park and open space goal to strive to provide equitable

access to parks that city residents have access to a neighborhood park within one-half mile. Due to size requirements for community parks, and areas of the city that are heavily developed, it will be difficult to locate new community parks within existing developed sections of the City. As annexations and/or new residential development occur within these urban reserve areas, the City should be prepared to purchase or negotiate for the protection of developable lands for recreational uses. Efforts to secure future parklands in these urban reserve areas may require developer incentives, such as density bonuses, to entice landowners into cooperating to set aside appropriately-sized areas for future use as parks.

### **6.1. Acquisition Guidelines**

As Central Point continues to grow, the park system will need to expand through the acquisition and development of new parkland to support the growing population. As opportunities to acquire large park sites may be limited, the City should prioritize available opportunities to secure large sites and/or multiple adjacent properties. The Parks Master Plan defines specific criteria for parkland acquisition that includes distribution equity, site suitability and site-specific concerns, such as environmentally sensitive areas or hazards<sup>15</sup>.

### **6.2. Design And Development Guidelines**

The establishment of park design and development standards with predetermined requirements for consistency and quality of site amenities creates a unifying identity and enhance park maintenance efficiencies. Shared design standards and amenities, such as signage, helps unify the park system, but each park should retain its own unique character. The shape and size of the land, the layout of circulation and location of key features, the styles, types and colors of play equipment, and design of park structures should be park specific and highlight the character of the park in its local context. The Parks Master Plan provides minimum site design considerations for core parks, open space and natural areas, special use facilities and trails<sup>16</sup>.

<sup>15</sup> Central Point Master Plan, pp 165, Appendix F: Site Acquisition & Development Standards.

<sup>16</sup> Central Point Master Plan, pp 169, Appendix F: Site Acquisition & Development Standards.



### **6.3. Funding Options**

The goals and policies that guide the identification of proposed future projects for future park and recreation service delivery the City will require significant resources for successful implementation. Given that the operating and capital budget of the Department is limited, additional resources will be needed to leverage, supplement and support the implementation of proposed policies, programs and projects. The Parks Master Plan provides detailed list of acquisition tools and methods that include local funding options, grants, donations, bonds and partnerships<sup>17</sup>.

### **6.4. Project-Level Options**

Project-level options are discrete actions in support of individual parks, projects or programs. Actions at the project-level are most effective through coordination and partnerships that leverage resources to the benefit of the community. Project-level actions include acquisition of individual parcel(s) for park development, maintenance of park facilities, volunteer and community-based activity, and monetary support through donations, grants or sponsorship.

### **6.5. System-Wide Options**

Although a variety of approaches exist to support individual projects or programs, the broader assessment of community needs suggests that additional, dedicated system-wide funding may be required to finance upgrades to and growth in the parks system. The inventory and assessment of the park system identified a backlog of deferred maintenance and ADA enhancements that must be addressed to ensure the provision of a safe, secure and accessible park system.

### **6.6. Enhancing Communications & Outreach**

Many of the Parks Element recommendations will require the continued execution of effective communications and outreach. Promoting the City's park, recreation and trail system will require broader marketing and outreach that entails a combination of better signage, more public news coverage, enhanced wayfinding, enhanced user maps and information, expanded use of engaging social media, and intuitive website/online resources.

<sup>17</sup> Central Point Master Plan, pp 153, Appendix E: Funding Options & Other Tools.

## **6.7. Capital Improvement Planning**

The Capital Improvement Plan (CIP) lists all park and facility projects considered for the next 20 years.

The majority of these projects entail the development of parks and facilities, renovating or repairing existing park amenities and improving ADA access to amenities. Based on survey results and other feedback, Central Point residents have indicated an interest in park upgrades and trails as near-term priorities, and the proposed CIP is reflective of that desire.

# **Resolution**

## **Street Closures for Country Crossings Music Festival**



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

**ISSUE SUMMARY**

MEETING DATE: 6-28-2018

SUBJECT: Resolution Approving the Temporary No Parking Zones on North 10<sup>th</sup> and North 3<sup>rd</sup> Streets for the 2018 Country Crossings Festival

STAFF MEMBER: Matt Samitore

DEPARTMENT: Public Works

**ACTION REQUIRED:**

- Motion
- Public Hearing
- Ordinance 1<sup>st</sup> Reading
- Ordinance 2<sup>nd</sup> Reading
- Resolution
- Information/Direction
- Consent Agenda Item
- Other

**RECOMMENDATION:**

- Approval
- Denial
- None Forwarded
- Not applicable

Comments: N/A

**BACKGROUND INFORMATION:**

The 2018 Country Crossing Country Music Festival is different from the previous year's event in that there will not be any General Admission Parking facilitated through the vendor. The parking will primarily be associated with the Central Point School District at Jewett Elementary, Scenic Middle School and Crater High School. Additionally, there shuttle service will not be provided so all customers will be walking to the Expo to attend the concert series.

In anticipation of the larger pedestrian crowds the City would like to close both North 10<sup>th</sup> and North Third to on-street parking. This will allow the City to set-up larger walking corridors. In addition the City would like to post no-event parking signs along entrances into the residential neighborhoods to the NE of 10<sup>th</sup> Street and to the East of Gebhard Road.

**FINANCIAL ANALYSIS:**

The cones for the pedestrian routes will be provided by Country Crossings. Public Works will have a staff member reviewing the routes and assisting with traffic control for all hours of the event. The monies were previously budgeted in Streets, Water and Storm Drain funds in the 2017-19 FY budget.

**LEGAL ANALYSIS:**

Not applicable.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Not applicable.

**STAFF RECOMMENDATION:**

Staff recommends approval of the resolution approving the temporary partial street closures.

**RECOMMENDED MOTION:**

Recommend approval of Resolution\_\_\_ approving the temporary partial street closures on North 10<sup>th</sup> and North Third Streets for the 2018 Country Crossings Country Music Festival.

**ATTACHMENTS:**

Resolution  
Map of area

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING THE TEMPORARY NO PARKING ZONES ON NORTH  
10<sup>TH</sup> AND NORTH 3<sup>RD</sup> STREETS FOR THE 2018  
COUNTRY CROSSINGS COUNTRY MUSIC FESTIVAL**

**Recitals:**

- A. City staff is anticipating higher than usual pedestrian movements to the Jackson County Expo for the 2018 Country Crossings Country Music Festival from July 26 – July 29, 2018.
- B. The main parking lots for the facility will be at Scenic Middle School, Crater High School and Jewett Elementary School.
- C. No shuttle services will be provided.
- D. The on-street parking lane will be used as a pedestrian corridor to facilitate the larger pedestrian movements.

**The City of Central Point resolves as follows:**

Section 1. North 10<sup>th</sup> Street and North 3rd Street will be closed to on-street parking on July 26-29<sup>th</sup>, 2018.

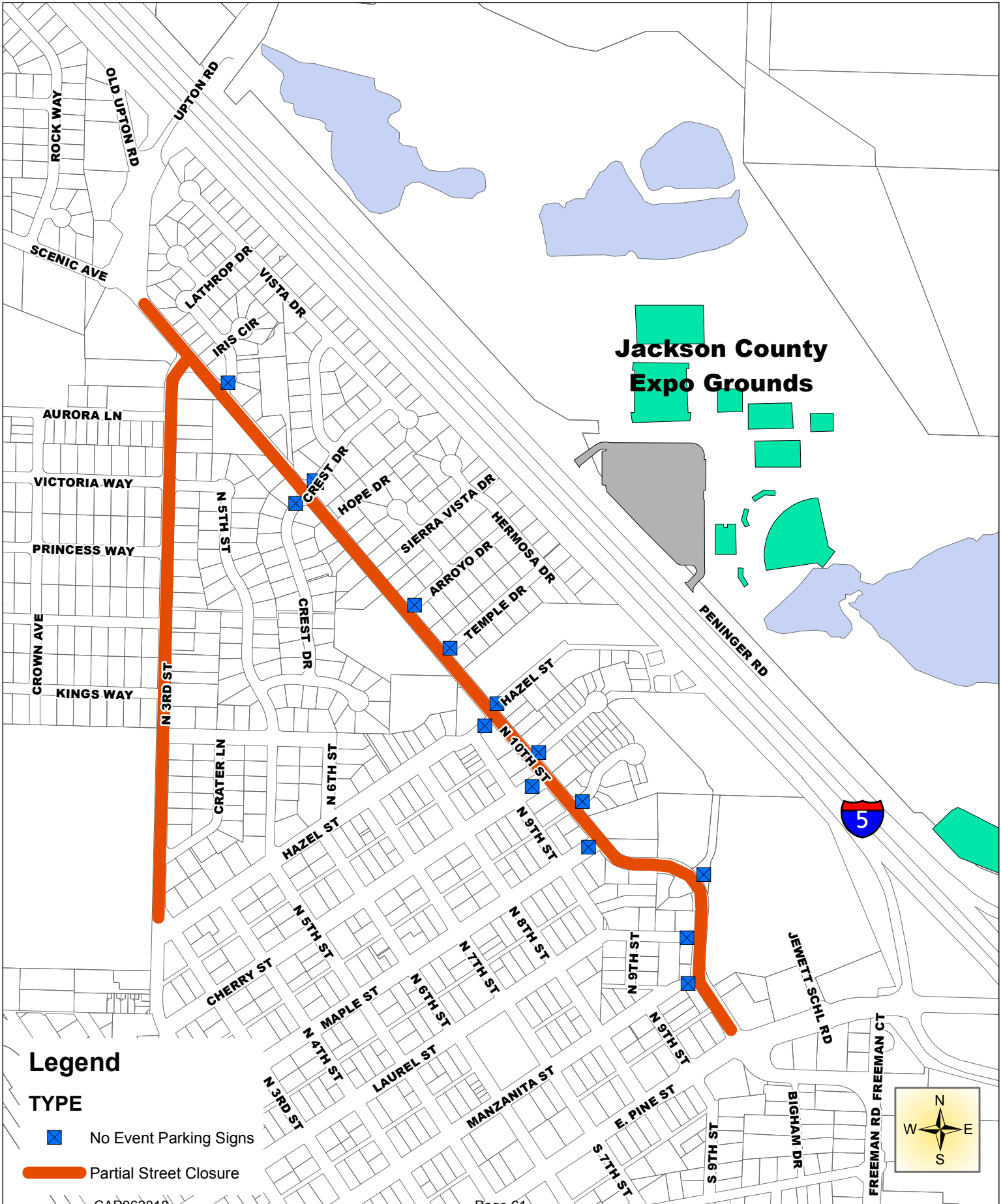
Passed by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of June, 2018.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

# Partial Street Closure - No Parking on Streets




# Partial Street Closure - No Parking on Streets



## Legend

### TYPE

-  No Event Parking Signs



# **Resolution**

## **Crater High School Practice Field**



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

**ISSUE SUMMARY**

|  |  |
|--|--|
| <p>MEETING DATE: June 28, 2018</p> <p>SUBJECT: Consideration of a \$15,000 contribution to the Crater High School Practice Football Field/Javelin Upgrade Project</p>  | <p>STAFF MEMBER: Chris Clayton, Steve Weber</p> <p>DEPARTMENT: Administration, Finance</p>   |
| <p>ACTION REQUIRED:</p> <p><input checked="" type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information/Direction</p> <p><input type="checkbox"/> Consent Agenda Item</p> <p><input type="checkbox"/> Other</p> | <p>RECOMMENDATION:</p> <p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not applicable</p> <p>Comments:</p> |

**BACKGROUND INFORMATION:**  
 Earlier this year, the City was contacted about participating in the upgrade of Crater High School’s practice football field/javelin area. More specifically, School District 6 is in the process of completely renovating their football stadium track and field but was also hoping to modify an adjacent area that is primarily used for “Pop Warner” football practices and the javelin event during track competitions. Given the current demand for City park space/youth athletic fields, the City was approached about the possibility of providing financial assistance in an effort to provide additional youth sports activity/practice facilities.

As a related note, School District 6 has begun providing exercise classroom space (upper levels of the Crater High School gymnasium) for City use free of charge. This is much-needed space that accommodates our early morning Parks & Recreation exercise programs.

**FINANCIAL ANALYSIS:**  
 This project aligns with the overall goal of the City Enhancement section of the City of Central Point Budget: *“It is the mission of the City of Central Point to build and maintain a highly livable community by working in harmony and being a catalyst for partnership with all members of the community, public and private.”* Moreover, in terms of funding eligibility, athletic events conducted at Crater High’s football stadium routinely produce tourism within the City and therefor would be an eligible target for tourism and promotion funding as described in the 2017-2019 City of Central Point Budget. If a donation to this project is approved, the amount will be included during the next supplemental budget process.

**LEGAL ANALYSIS:**  
 Legal Counsel is suggesting that the City and School District 6 enter into an inter-governmental agreement for the used of shared facilities. Although an IGA could be a condition of approval, it is not currently mandated for the \$15,000 donation/request.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**Strategic Plan Vision:** *“Where we work jointly with our community schools, libraries, and public/private institutions to increase opportunities for the development of our youth and our citizens.”*

**Proactive Government and Citizen Involvement Strategic Plan Goal #1:** *“Collaborate with other governmental agencies, public and private enterprises, pooling resources (e.g., School District #6, RCC/SOU, Library, Theater, RVCOG, Chamber of Commerce);”*

**Recreation Strategic Plan Goal #2:** *“Pursue the development and implementation of a comprehensive facilities development plan in cooperation with surrounding cities and school district that identifies and schedules the construction of new recreation centers, parks, trails, gathering places, sports park, and aquatic facilities;”*

**STAFF RECOMMENDATION:**

Make a motion to approve the resolution as presented.

**RECOMMENDED MOTION:**

- I move to approve Resolution No. \_\_\_\_\_ a resolution authorizing the city manager and finance director to execute a \$15,000 dollar donation to the Crater High School Practice Football Field/Javelin Area upgrade project.

**ATTACHMENTS:**

Associated Resolution  
Crater High School Practice Football Area Site Plan

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE CITY MANAGER AND FINANCE DIRECTOR TO EXECUTE A \$15,000 DOLLAR DONATION TO THE CRATER HIGH SCHOOL PRACTICE FOOTBALL FIELD/JAVELIN AREA UPGRADE PROJECT**

**Recitals:**

- A. The City has received a request from School District No. 6 to contribute to the Crater High School Football Field/Javelin area improvements in the amount of \$15,000.00.
- B. The City works cooperatively with School District No. 6 to provide shared park space for City residents and school district uses.
- C. The Council finds that there is a demand for additional youth athletic fields within the City.
- D. The Council finds it is in the City's best interest to contribute to the Crater High School Field improvements to support additional youth athletic fields.

**The City of Central Point resolves as follows:**

Section 1. The City Manager and/or City Finance Director are authorized to make a donation on behalf of the City in the amount of \$15,000.00 to the Crater High School Practice Football Field/Javelin area upgrade and to execute such additional documents as necessary to effectuate said donation.

Passed by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of June, 2018.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder



**PROPOSED GRADING PLAN**  
1" = 20'

| ENGINEER  | DATE         | CLIENT | JOB NO.     |    |        |
|-----------|--------------|--------|-------------|----|--------|
| ###       | May 24, 2018 | ###    | ###         |    |        |
| REVISIONS | NO.          | DATE   | DESCRIPTION | BY | REVIEW |
|           |              |        |             |    |        |
|           |              |        |             |    |        |
|           |              |        |             |    |        |
|           |              |        |             |    |        |

SCALE: ###

0' 1' 2'

DRAWING IS FULL SCALE WHEN  
BAR MEASURES 2"

DWG NO: ### SHEET NO: ###

# **Resolution**

## **General Procedures**



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

**ISSUE SUMMARY**

|  |  |
|--|--|
| <p>MEETING DATE: June 28, 2018</p> <p>SUBJECT: Approving Appointments and Adopting General Procedures for Fiscal Year 2018-19</p>  | <p>STAFF MEMBER: Steve Weber</p> <p>DEPARTMENT: Finance</p>  |
| <p>ACTION REQUIRED:</p> <p><input checked="" type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information/Direction</p> <p><input type="checkbox"/> Consent Agenda Item</p> <p><input type="checkbox"/> Other</p> | <p>RECOMMENDATION:</p> <p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not applicable</p> <p>Comments:</p> |

|  |
|--|
| <p><b>BACKGROUND INFORMATION:</b></p> <p>Each fiscal year the City Council considers a general procedures resolution which appoints specific individuals or firms to represent the City in the capacity of: City Attorney, City Auditor, City Engineer, Municipal Judge, and Insurance Agent of Record. Furthermore, the general procedures resolution establishes and regulates procedures regarding the following: council expenses; designation of depository; authority to keep, invest, transfer and expend funds; accounting principles; Interfund and overheard fees; outstanding checks; capital acquisitions; summons, complaints, and tort claim notices.</p> <p>The attached general procedures resolution recommends no changes for the fiscal year 2018-19.</p> |
| <p><b>FINANCIAL ANALYSIS:</b></p> <p>Budgetary appropriations for the contracted services referenced in the 2018-19 general procedures resolution are included in the 2017-19 City of Central Point budget. More specifically, these costs are generally contained in individual department budget line items for contracted services and professional services. The only exception would be the budget appropriation for insurance premiums which has an individual line item budgeted in the inter-departmental fund and capital acquisitions which has corresponding line item budgets in department and/or fund line items.</p>  |
| <p><b>LEGAL ANALYSIS:</b></p> <p>N/A</p>   |
| <p><b>COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:</b></p> <p>N/A</p>  |

**STAFF RECOMMENDATION:**

Make a motion to approve the resolution as presented.

**RECOMMENDED MOTION:**

- I move to approve Resolution No. \_\_\_\_\_ a resolution approving appointments and adopting general procedures for fiscal year 2018-2019.

**ATTACHMENTS:**

Resolutions



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING APPOINTMENTS AND ADOPTING GENERAL PROCEDURES FOR FISCAL YEAR 2018-2019**

**RECITALS:**

- A. The Central Point City Council deems it appropriate to authorize certain appointments and procedures relating to City administration, budget, and fiscal management for fiscal year 2018-2019.

The City of Central Point resolves as follows: For the fiscal year 2018-2019, the following appointments are hereby made; the following policies and procedures are imposed, and the same are hereby adopted:

**Section 1. Appointments.**

- A. Insurance Agent of Record. Brown & Brown Northwest Insurance Agency is hereby appointed to continue as Insurance Agent of Record for the City for property, general liability, vehicle liability, workers compensation and bond insurance through June of 2019.
- B. City Attorney. Sydnee Dreyer of Huycke O'Connor Jarvis, LLP is hereby appointed to the office of City Attorney and is designated as a sworn officer under the terms of the legal services contract through June 2019.
- C. Municipal Judge. Jackson County Justice of the Peace, Joe Charter, is hereby appointed as Municipal Court Judge under the terms of the intergovernmental agreement between the City of Central Point and Jackson County through June 2019.
- D. City Auditor. Isler Certified Public Accountants is hereby appointed as City Auditor through June 2019 pursuant to statutes requiring independent fiscal audit of the City, and subject to the contract for Audit of an Oregon Municipality.
- E. City Engineer. Jeff Ballard dba RH2 Engineering Inc. is hereby appointed as City Engineer of the City of Central Point under the terms of the contract through June 2019.

**Section 2. Council Expenses.**

City Council members may elect to receive compensation of \$150 per month, and the Mayor may elect to receive compensation of \$250 per month. In addition to said compensation, reimbursement may also be made to the Mayor or Council members for actual expenses incurred while on official City business.

### **Section 3. Designation of Depository.**

Any Central Point branch of an FDIC insured bank, the State of Oregon Local Government Investment Pool, and all successors in interest to those institutions are each hereby designated as depositories for City funds, and the Finance Director or designee may deposit monies belonging to the City in any or all of said institutions in accordance with applicable law until further order of the City Council.

### **Section 4. Authority to Keep, Invest, Transfer and Expend Funds**

- A. The Finance Director or designee is hereby authorized to invest any surplus funds in accordance with ORS 294.035 and ORS 294.810, in such investments as are authorized by said statutes, and to transfer funds from one account to another.
- B. The Finance Director or designee is hereby authorized to establish a petty cash fund with a balance not to exceed \$2,000. The fund may be used to maintain cash drawer change funds and provide for miscellaneous expenditures not to exceed \$50 per transaction; except that upon approval of the City Manager or the Finance Director a maximum expenditure of \$100 per transaction may be made.
- C. The City Manager or designee is authorized to expend funds in accordance with budget appropriations. All revenues received and expenditures incurred by the City in implementing the budget appropriations shall be reported to the Council. Such reports will normally be made on a quarterly basis.

### **Section 5. Accounting Principles.**

The City shall maintain its financial records in accordance with current generally accepted accounting principles, and all applicable laws and regulations.

### **Section 6. Interfund and Overhead Fees.**

Expenditures incurred by one fund for the benefit of another fund may be reimbursed in accordance with acceptable accounting procedures as determined by the Finance Director.

### **Section 7. Outstanding Checks.**

Outstanding checks stale dated (at least six months after the date of issuance) must escheat to the state under ORS 98.352.

**Section 8. Capital Acquisition.**

Items costing more than \$5,000 and having a useful life of more than one year shall be capitalized.

**Section 9. Summons, Complaints, and Tort Claim Notices.**

The City Recorder shall be designated to receive all Summons, Complaints, and Tort Claim Notices.

Passed by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

# **Resolution**

## **ODOT Noise request**



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

**ISSUE SUMMARY**

|   |  |
|---|--|
| <p>MEETING DATE: 6-28-2018</p> <p>SUBJECT: ODOT Noise Request for night work at I-5 off ramp at exit 33.</p>  | <p>STAFF MEMBER: Matt Samitore</p> <p>DEPARTMENT: Public Works</p>   |
| <p>ACTION REQUIRED:</p> <p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Information/Direction</p> <p><input type="checkbox"/> Consent Agenda Item</p> <p><input type="checkbox"/> Other</p> | <p>RECOMMENDATION:</p> <p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not applicable</p> <p>Comments: N/A</p> |

|   |
|---|
| <p><b>BACKGROUND INFORMATION:</b></p> <p>When the City approved the Costco land use decision the new development triggered a series of public transportation projects to be completed by Jackson County, the City or the Oregon Department of Transportation (ODOT). One of the projects was a second northbound right turn lane at Exit 33 off-ramp heading east towards Table Rock Road.</p> <p>ODOT has designed and let the project. It is slated for construction this fall. ODOT is asking permission to do the work at night to avoid peak hour traffic. Historically, the City has allowed numerous projects that are in commercial areas to work at night.</p> |
| <p><b>FINANCIAL ANALYSIS:</b></p> <p>Costco paid the match requirements for the project to the City as part of its building permit in the amount of \$377,000. The total match was \$500,000. The City used \$123,000 of the Transportation System Development Charges paid for by Costco for the match. The total \$500,000 is in the FY 2017-2019 budget. No additional funds are needed for the project.</p>   |
| <p><b>LEGAL ANALYSIS:</b></p> <p>Not applicable.</p>  |
| <p><b>COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:</b></p> <p>The project is listed in the adopted area management plan for Exit 33 and the City's Transportation System Plan.</p>  |

**STAFF RECOMMENDATION:**

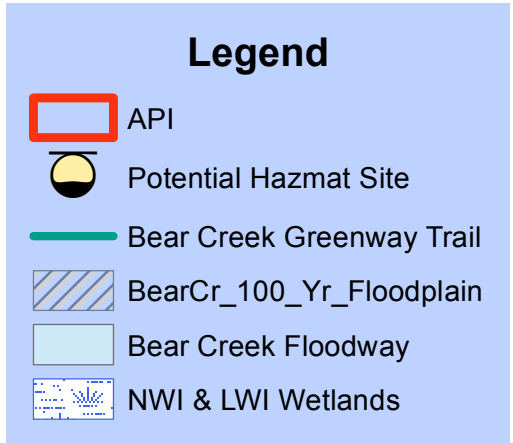
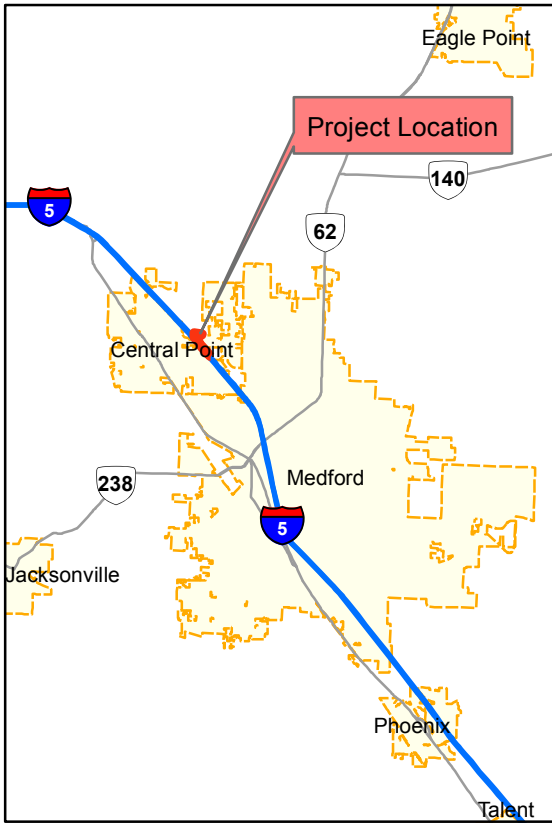
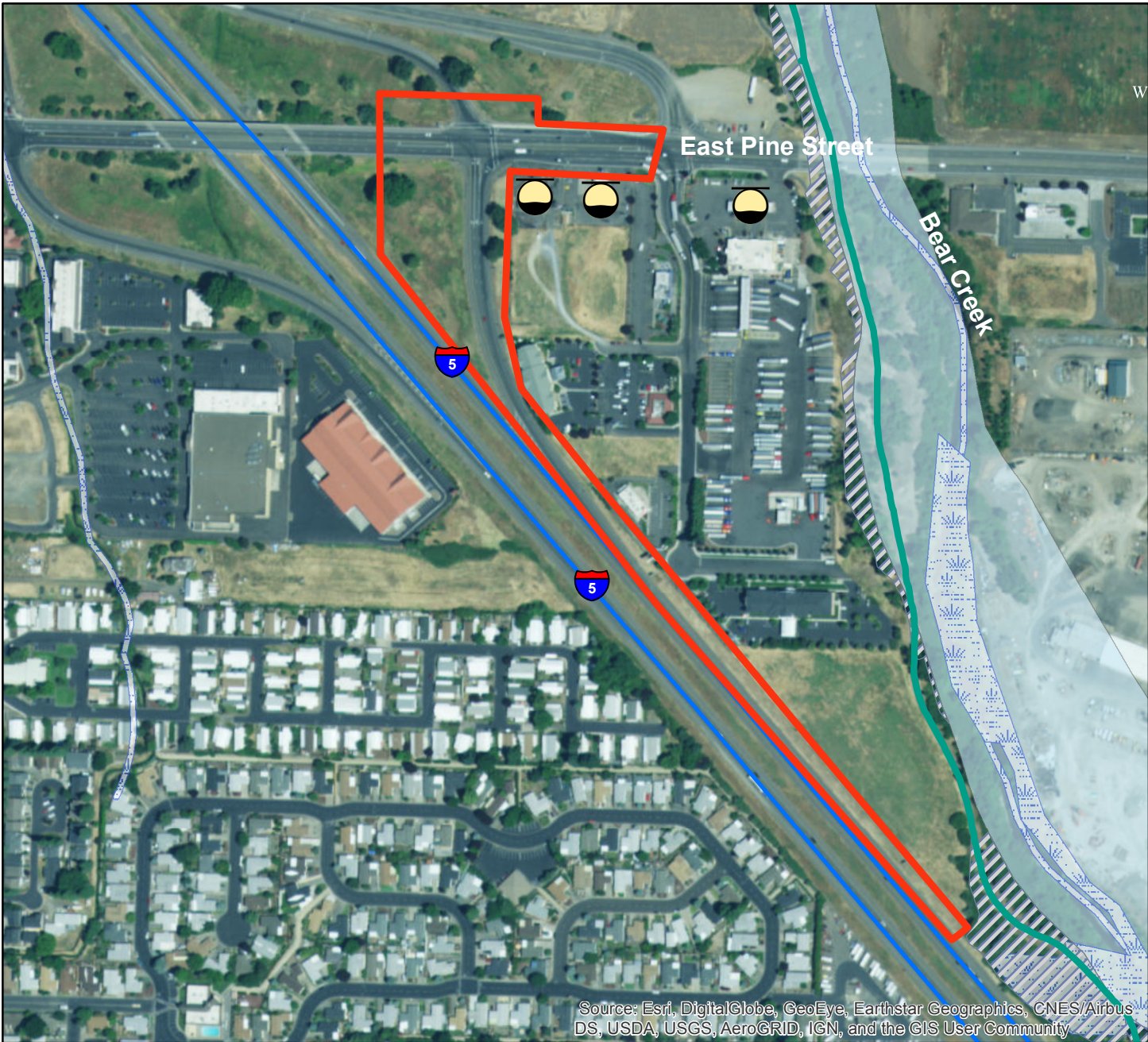
Staff recommends approval of the resolution granting approval for noise request for night work.

**RECOMMENDED MOTION:**

Recommend approval of Resolution\_\_\_ approving a noise request by the Oregon Department of Transportation to allow for night work to construct a second north bound off ramp at exit 33.

**ATTACHMENTS:**

Resolution

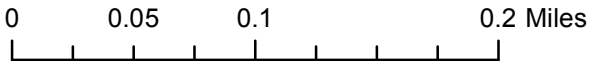


OREGON DEPARTMENT OF TRANSPORTATION

## I-5: Exit 33 Off Ramp Improvements

Project Location Map  
Central Point, Jackson County

CAP062818



**DISCLAIMER:**  
This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING A NOISE REQUEST BY THE OREGON DEPARTMENT OF TRANSPORTATION TO ALLOW FOR NIGHT WORK TO CONSTRUCT A SECOND NORTH BOUND OFF-RAMP AT EXIT 33**

**Recitals:**

- A. ODOT has designed the I-5 Off-ramp improvements for Exit 33 to provide an additional right turn toward Table Rock Road.
- B. The project is slated for construction in the Fall of 2018.
- C. ODOT seeks to construct the project at night between the hours of 7:00 p.m. to 6:00 a.m. in order to avoid disruptions during peak traffic hours.
- D. The Council finds it would be in the best interest of the City to grant the noise request to allow construction of the I-5 Off-ramp improvements at night to avoid significant disruptions of traffic.

**The City of Central Point resolves as follows:**

Section 1. The proposed noise request to allow construction of the I-5 Off-ramp improvements at Exit 33 during the hours of 7:00 PM to 6:00 AM is approved.

Section 2. The Public Works Director is authorized and directed to take all other steps necessary to effectuate the noise request.

Passed by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of June, 2018.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder



# **Business**

## **Industrial Hemp**

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TO: Honorable Mayor and City Councilors  
FROM: Stephanie Holtey, Principal Planner  
DATE: June 20, 2018  
RE: Agricultural/Industrial Hemp

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The purpose of this memorandum is to inform you that the City received a business license application from an agriculture consulting company that provide consulting services for agricultural/industrial hemp grows. Based on information received from applicant, they provide consulting services for outdoor hemp grows and intend to serve clients in the city limits. Hemp, although related to marijuana, is from a different plant family and is not regulated in the same manner as marijuana. In consideration of possible future hemp grows in the City, staff conducted an analysis of municipal code requirements that would limit such occurrence. Provided below is a summary this analysis.

Hemp (*Cannabis Cannabaceae*) is a legal substance and does not fall within the scope of the Homegrown and Medical Marijuana regulations in CPMC 8.45, which includes marijuana (*Cannabis Moraceae*). Although the City's current municipal code language does not prohibit outdoor hemp grows, there are provisions in the zoning code that impose restrictions on the location and scope of outdoor hemp cultivation as follows:

- Residential Zones. Hemp grows in residential zones are limited to personal, non-commercial gardens, an accessory use unless permitted as a Home Occupation per CPMC 17.60.190.
- Commercial grows are not identified in the allowable use categories in any Commercial or Industrial zone and are prohibited.

In addition to local restrictions, hemp cultivation is subject to registration and regulation by the Oregon Department of Agriculture (ODA). Any grower would need to consult with the ODA and comply with any applicable requirements under state law.

Given the land use restrictions imposed in the zoning code, hemp should not become a significant issue in the city limits. The City Attorney has indicated that some reasonable time place and manner restrictions could be imposed under the City's home rule authority in the event hemp does become problematic in the City. However, additional research would be needed to confirm that the state's agricultural laws don't preempt the local regulation of such grows.

# **Business**

## **Upton Road Property Lease**



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

**ISSUE SUMMARY**

|   |   |
|---|---|
| <p>MEETING DATE: 6-21-2018</p> <p>SUBJECT: Potential Upton Road property lease.</p>   | <p>STAFF MEMBER: Matt Samitore</p> <p>DEPARTMENT: Public Works</p>  |
| <p>ACTION REQUIRED:</p> <p><input type="checkbox"/> Motion</p> <p><input type="checkbox"/> Public Hearing</p> <p><input type="checkbox"/> Ordinance 1<sup>st</sup> Reading</p> <p><input type="checkbox"/> Ordinance 2<sup>nd</sup> Reading</p> <p><input type="checkbox"/> Resolution</p> <p><input checked="" type="checkbox"/> Information/Direction</p> <p><input type="checkbox"/> Consent Agenda Item</p> <p><input type="checkbox"/> Other</p> | <p>RECOMMENDATION:</p> <p><input checked="" type="checkbox"/> Approval</p> <p><input type="checkbox"/> Denial</p> <p><input type="checkbox"/> None Forwarded</p> <p><input type="checkbox"/> Not applicable</p> <p>Comments: Review of lease.</p> |

**BACKGROUND INFORMATION:**

The City allowed proposals to be submitted up to June 15, 2018 for lease options for city property located on Upton Road that was previously leased to Mr. Joe Weidum. Staff spoke to multiple interested parties on leasing the acreage, but only received one formal offer from Forest Stroud and Jessie Brockl, dba Botanical Research Systems (BRS). The purpose of the lease would be to grow industrial hemp. BRS is also buying the surrounding 80 acres from Mr. Weidum, with a closing date of June 22, 2018.

**Lease Specifics:**

BRS is proposing a lease terms as following:

A price of 1,200 per acre for the 40 acre parcel for a total of 48,000 dollars to be paid in quarterly installments of 12,000. We would like to propose a three year lease with 2 2-year options to extend.

Alternatively, BRS has proposed a 30,000 dollar initial upfront payment with a 3 year lease and an option to purchase. If the option is exercised, the original 30,000 upfront payment will go toward the purchase price.

**FINANCIAL ANALYSIS:**

The lease is not currently in our Fiscal Year budget and would need to be added as additional revenue. Staff is suggesting additionally generated revenue be allocated to the facility reserve fund for potential use for a new Parks and Public Works Operations Facility.

**LEGAL ANALYSIS:**

Not applicable.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Not applicable.

**STAFF RECOMMENDATION:**

Recommend City Manager execute a formal lease agreement with Forest Stroud and Jessie Brockl, dba Botanical Research Systems (BRS).

**RECOMMENDED MOTION:**

Not Applicable.

**ATTACHMENTS:**

Email of lease proposal from BRS.

Hi Matt,

I made two small additions to our proposal. I added that we will of course obtain insurance for the property during the lease and I also made a suggestion for a 30,000.00 upfront payment on this year's rent with the option to apply the payment towards a purchase after a 3 year lease time.

I also thought it made more sense to do quarterly payments after considering the rental situation being per acre (annually) and not per month. 1200 for 40 acres is 48,000 annually, so it breaks down to 12,000 dollar quarterly installments.

Below are the additions in bold. I will also send in pdf format.

Thanks very much,

Jessie M. Brockl  
Mountain Greenhouse Designs  
541.899.7861

Lease Proposal 40 acres on Upton Road, Central Point OR

Forest Stroud and Jessie Brockl, dba Botanical Research Systems (BRS), propose to lease the City of Central Point's 40 acre parcel on Upton Road in Central Point, OR for the production of industrial grade

hemp. BRS feels that this would be a positive use of the land for all involved. Farming industrial hemp would include upgrading/improving existing irrigation infrastructure, including pumps, lines, and storage tanks currently on the acreage. It would also include tilling, discing, and otherwise preparing the soil for planting. There would be minimal traffic onsite until the short window of harvesting, at which point there would be a crew present to harvest the mature hemp for between 2 and 4 weeks. All activities will be undertaken during normal business hours of 7 am and 7pm. Noise will be kept to a minimum except as needed for farm implements. BRS has a very strong sense of stewardship and would ensure that the acreage was closely monitored of and the tilth thereof improved. BRS strives to use organic amendments whenever possible and does not use salt based fertilizers.

**BRS proposes a price of 1,200 per acre for the 40 acre parcel for a total of 48,000 dollars to be paid in quarterly installments of 12,000. We would like to propose a three year lease with 2 2-year options to extend.**

**Alternatively, we propose a 30,000 dollar initial upfront payment with a 3 year lease and an option to purchase. If the option is exercised, the original 30,000 upfront payment will go toward the purchase price.**

Industrial Hemp is differentiated from Cannabis by the low to non-existent amounts of THC compounds found in the plant. Plants are tested by the ODA during their growing season to ensure that their amounts do not exceed the limits of allowable THC, which is .3% per plant (as

compared to Cannabis which typically has between 5%-23% THC). Industrial hemp is cultivated for fiber, seed, and the medical compound CBD which is used in seizure medication, cancer treatment, and topically as a pain reliever. Industrial Hemp is a very fast growing market in US, with 38 states allowing the cultivation thereof for use in agriculture, textiles, recycling, automotive, furniture, food/nutrition/beverages, paper, construction materials and personal care.

Forest and Jessie have a long history in the agricultural industry and are confident in their abilities to form strong bonds within the community while running a successful agricultural business. We value open communication and are respectful of neighbors and local ordinances.

BRS currently holds an Industrial Hemp producer permit issued by the ODA, **and will hold a valid insurance policy on the Upton Road property should the City wish to sign a lease with BRS.**

# **Business**

## **Snowy Butte Station Street Credits**





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

**ISSUE SUMMARY**

|  |   |
|--|---|
| MEETING DATE: 6-18-2018<br><br>SUBJECT: Snowy Butte Station System Development Charges Update.   | STAFF MEMBER: Matt Samitore<br><br>DEPARTMENT: Public Works   |
| ACTION REQUIRED:<br><br><input type="checkbox"/> Motion<br><input type="checkbox"/> Public Hearing<br><input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading<br><input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading<br><input type="checkbox"/> Resolution<br><input checked="" type="checkbox"/> Information/Direction<br><input type="checkbox"/> Consent Agenda Item<br><input type="checkbox"/> Other | RECOMMENDATION:<br><br><input type="checkbox"/> Approval<br><input type="checkbox"/> Denial<br><input type="checkbox"/> None Forwarded<br><input checked="" type="checkbox"/> Not applicable<br><br>Comments: N/A |

**BACKGROUND INFORMATION:**

City Staff met with City Council to discuss the current System Development Charges (SDC) Credits for the Snowy Butte Station redevelopment and expiration dates to determine the legality of them expiring. The City entered into three SDC agreements with Chris Galpin in 2005 and 2006 regarding Parks, Streets and Storm Drain. The Parks Credits expired in 2015 the remaining two are the subject of the review.

**Street Credits:**

In reviewing the Street Credits it was determined that there were two types of street credits that were originally available to the developer: a qualified public improvement or a change of use credit. The existing use was the old Central Point Mill, which is classified under the manufacturing. The Old Mill was approximately 40,000 square feet. The change of use would have resulted in a credit of \$69,360. Manufacturing is a relatively low traffic generator which is why there were not a lot of credits available using this option. In contrast, a qualified improvement provided significantly higher credits.

In April 2006 the City of Central Point and the original developer's agent for Snowy Butte Station agreed upon a qualified public improvement for upsizing South Haskell Street thru the subdivision. A copy of the agreed upon letter is attached. The total credit available was agreed upon to be \$445,268.00. Since that time the developer has used approximately \$149,000 of the credits. There is a remaining balance of \$296,000. As each component of the project developed, the Developer was entitled to request to use the credits. There was never a uniform request to use the credits. For example, some projects benefitted from the credits such as MicroVellum and others received small amounts such as O'Reilly Auto Parts and Wash n Go Depot.

Based on Oregon Revised Statutes and the City Municipal Code, qualified public improvements expire within 10 years of an agreement, thus expiring in April of 2016. However, in reviewing all the building permits for the development it was determined that the developer did not request credits for 28 townhomes that were built in 2007. At the time of construction the Transportation SDC was \$3,601 a unit. Based upon that amount the developer has a right to a refund of \$100,828.00. All other unused credits are terminated as they expired.

**Storm Drain Credits**

The storm drain credits were determined to be a change of use, and don't expire until 2023. However 14 townhomes were constructed in 2017 which exceed the credit. Staff will prepare a refund for the remaining balance of \$5,800.

**FINANCIAL ANALYSIS:**

The City will budget for payment of the used Street and Storm Drain SDC credits as part of a supplemental budget.

**LEGAL ANALYSIS:**

Not applicable.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Not applicable.

**STAFF RECOMMENDATION:**

No recommendation.

**RECOMMENDED MOTION:**

Informational only.

**ATTACHMENTS:**

n/a