

# CITY OF CENTRAL POINT

*Oregon*

## City Council Meeting Minutes Thursday, February 14, 2019

### I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7 00 PM by Mayor Hank Williams

### II. PLEDGE OF ALLEGIANCE

### III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Brandon Thueson	Ward III	Present	
Taneeea Browning	Ward IV	Present	
Rob Hernandez	At Large	Excused	
Michael Parsons	At Large	Present	

Also present were City Manager Chris Clayton, City Attorney Sydnee Dreyer, Police Captain Dave Croft, Principle Planner Stephanie Holtey, Finance Director Steve Weber, Parks and Public Works Director Matt Samitore, and City Recorder Deanna Casey

### IV. SPECIAL PRESENTATIONS

#### Annual Audit Presentation

Gatlin Hawkins, Audit Manager

Mr Hawkins explained auditor responsibilities in accordance with auditing standards. There were no significant findings again this year. Central Point staff is always great to work with. The city is well under the legal amount allowed for debt limitations.

### V. PUBLIC COMMENTS

Calea Finch, Central Point resident

Mrs Finch wrote a letter to the Mayor last week and is concerned about the use of plastic bags and single use plastics in the city. There are several cities throughout the nation who are putting a ban on the use of these items. She has contacted several businesses who are on the same page regarding a ban on these items but they have not done anything to stop the use in their businesses. She is asking the city to review a citywide ban on single use plastics.

City Manager Chris Clayton explained that the State Legislature is looking at this issue on a state wide level. He would recommend waiting to see if the State acts on this topic, in the meantime we can do some research to see what other cities have implemented.

#### VI. CONSENT AGENDA

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Neil Olsen, Ward I
<b>SECONDER:</b>	Kelley Johnson, Ward II
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>EXCUSED:</b>	Rob Hernandez

- A Approval of January 24, 2019 City Council Minutes
- B Approval of OLCC Application for Oregon Highway Market

#### VII. ITEMS REMOVED FROM CONSENT AGENDA

#### VIII. PUBLIC HEARING

#### IX. ORDINANCES, AND RESOLUTIONS

- A **Second Reading Ordinance No. \_\_\_\_\_, An Ordinance Amending in Part and Repealing in Part the Central Point Municipal Code Sections 8.08.005 through 8.08.040 Weed Abatement**

City Attorney Sydee Dryer explained this is the second reading of the Ordinance narrowing the process for weed abatements. The proposed revisions to the weed abatement code would increase the city's tools by creating a designated fire season, allows the City Manager to specifically identify fire hazards outside the fire season, allows a streamlined process for publishing notice of fire season, streamlines the process for notifying those in violation of the code, and limits the amount of hearings required by the City Council.

**Brandon Thueson moved to approve Ordinance No. 2051, An Ordinance Amending in Part and Repealing In Part the Central Point Municipal Code Sections 8.08.005 through 8.08.040 Regarding Weed Abatement.**

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Brandon Thueson, Ward III
<b>SECONDER:</b>	Michael Parsons, At Large
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>EXCUSED:</b>	Rob Hernandez

**B Resolution No. \_\_\_\_\_, A Resolution Approving the Commercial Lease Agreement for Skyrman Arboretum with D.I.R.T. and Authorizing the City Manager to Execute Same**

Council Member Tanea Browning stated that she has a Conflict of Interest with this item and recuse herself from discussion on the dais so that she can speak on behalf of the non-profit

Parks and Public Works Director Matt Samitore explained that the city has been looking for an organization to use and partner with the use of the house at Skyrman Arboretum Direct Involvement Recreation Teaching (DIRT) has been looking for a location to teach classes He stated that this will be a one year trial, there are specifics spelled out for DIRT and the City in regards to maintenance around the house. They will work together on a schedule for classes to be held at Skyrman Arboretum allowing the best use of the public property The City has done some upgrades to the building and do not expect that this will cost the City any money There was discussion regarding the time DIRT will be spending on the property and how it will help with security of the secluded park just by having people around more often

Mrs. Browning testified on behalf of her involvement with DIRT These events and classes are free to the public They will be working with the City Parks department to schedule classes so they do not disrupt city scheduled events at the park They have been working with partners like the Boy Scouts and the Library and funding grants from Cow Creek

Mrs Dreyer stated that the city is getting a benefit from having the classes and activity at the park, the city will be providing background checks for any volunteers as they currently do for our own programs

**Kelley Johnson moved to approve Resolution No. 1566, A Resolution Approving the Commercial Lease Agreement for Skyrman Arboretum with D.I.R.T and Authorizing the City Manager to Execute Same.**

<b>RESULT:</b>	<b>APPROVED [5 TO 0]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Brandon Thueson, Ward III
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Parsons
<b>ABSTAIN:</b>	Tanea Browning
<b>EXCUSED:</b>	Rob Hernandez

**C Resolution No. \_\_\_\_\_, A Resolution of the City of Central Point Setting a Water Rate Adjustment Effective March 21, 2019**

Parks and Public Works Director Matt Samitore explained the proposed resolution institutes a water rate increase with a 50/50 split between the base fee and the tier rates. The proposed rates will go into effect on March 21, 2019. This is a 3% overall rate increase for all water customers.

**Kelley Johnson moved to approve Resolution No. 1567, A Resolution of the City of Central Point Setting a Water Rate Adjustment Effective March 21, 2019.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Taneea Browning, Ward IV
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>EXCUSED:</b>	Rob Hernandez

**D Resolution No. \_\_\_\_\_, A Resolution Accepting the Lowest Responsible Bidder for Phase 1 of the Laurel Street Waterline Project and Authorizing the City Manager to Execute a Contract with West Coast Pipeline Inc.**

Mr. Samitore explained that the city conducted a formal bid letting for Phase 1 of the Laurel Street waterline from Front Street to 4<sup>th</sup> Street, with a bid alternative which would provide a new water "link" from Laurel to Maple Street. The city received seven bid submittals. Awarding the bid is based purely upon the lowest responsible bidder. The lowest bid received was from West Coast Pipeline at \$201,620. The project was budgeted in the FY 2017/2019 budget. No additional budget appropriation is needed to complete the project.

The project could be completed in May as long as the weather permits the work to be done. For this project the street will be able to be blocked off while work is being completed.

**Brandon Thueson moved to approve Resolution No. 1568, A Resolution Accepting the Lowest Responsible Bidder for Phase 1 of the Laurel Street Waterline Project and Authorizing the City Manager to Execute a Contract with West Coast Pipeline Inc.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Brandon Thueson, Ward III
<b>SECONDER:</b>	Kelley Johnson, Ward II
<b>AYES:</b>	Williams, Olsen, Johnson, Thueson, Browning, Parsons
<b>EXCUSED:</b>	Rob Hernandez

**X. BUSINESS**

**A Planning Commission Report**

Principal Planner Stephanie Holtey presented the Planning Commission Report for February 5, 2019

- A The Commission held a public hearing to consider a minor zone change application from Residential Single Family (R-1-6) to Civic on 1.76 acres located at 1909 Scenic Avenue. This proposed zone change will bring property into compliance with the comprehensive plan land use map and to evaluate the site for future civic uses. The Fire District acquired the lot adjacent to the Scenic Middle School and has been working with the city and the district to site a new fire station. The Commission recommended approval of the zone change but expressed their desire to have city staff investigate better traffic control at the intersection.
- B The Commission recommended approval of the Urbanization Element of the Comprehensive Plan and forwarded the recommendation on to City Council for the February 28, 2019 meeting.
- C The Commission recommended approval of the revised Population Element and to forward the recommendation to the City Council for the February 28, 2019 meeting.
- D The Commission recommended approval of the revised Buildable Land Inventory and recommended forwarding to the City Council meeting on February 28, 2019 with a 20% infill rate.
- E The Commission opened the public hearing for the Housing Element but continued the item to their March 5, 2019 meeting because of the lateness of the hour.

**RESULT: FOR DISCUSSION ONLY**

**B Rogue Valley Transit District request for revised bus stop - February Update**

Mr. Samitore reported that at the January 24, 2019 meeting Council directed staff to survey the downtown community regarding options for a proposed RVTB bus stop in the East Bound lanes of Pine Street. The majority of business owners were in favor of the 5<sup>th</sup> Street location at Key Bank. It had the least amount of impact for the downtown businesses.

Sean Eisma, RVTB Planner stated that the 5<sup>th</sup> Street location does not work for the length of bus needed for Central Point. They would prefer the 4<sup>th</sup> Street Bulb out location in front of Banner Bank.

There was discussion regarding cost associated with the options. Mr. Samitore stated that the cost is minimal, but the loss of parking spaces in the heart of downtown is disruptive. It would cost the same to remove the planter pots at the 4<sup>th</sup> Street location as it would to lower the bulb out at 2<sup>nd</sup> Street so the busses could make the right turn without running over the curb.

The majority of the Council was in favor of lowering the curb at 2<sup>nd</sup> Street and not removing any parking for downtown. They encouraged RVTB to change their route back to previous route and use the 2<sup>nd</sup> Street right turn with a lowered curb.

**Kelley Johnson moved to direct staff proceed with Option 5, lowering the curb at 2<sup>nd</sup> and Pine to accommodate right hand bus turns.**

<b>RESULT:</b>	<b>APPROVED [5 TO 1]</b>
<b>MOVER:</b>	Kelley Johnson, Ward II
<b>SECONDER:</b>	Taneeea Browning, Ward IV
<b>AYES:</b>	Williams, Johnson, Thueson, Browning, Parsons
<b>NAYS:</b>	Neil Olsen
<b>EXCUSED:</b>	Rob Hernandez

#### **XI. MAYOR'S REPORT**

Mayor Williams reported that

- He attended the Medford Water Commission Meeting
- He attended the Medford Chamber Lunch Forum
- He attended the Denim and Diamonds Awards Dinner
- He has been appointed to the Mayor's Association Board He updated the Council on several bills before the legislature this year

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

City Manager Chris Clayton reported that

- Staff held their budget kick off this morning at The Point We are entering a Renaissance period for the City of Central Point
- Next Thursday he will be attending a meeting with the Medford Water Commission Rate Consultant
- He has received a request from SOREDI regarding their latest initiative He will update the council in tomorrow's report
- The City had received their Tree City Designation again this year
- Staff plans to present the Citizen Survey results at the March 14<sup>th</sup> meeting
- Chamber Greeters will be in the Council Chambers on Tuesday Morning at 8 30 a m
- He attended the Denim and Diamonds Awards Dinner on Saturday

#### **XIII. COUNCIL REPORTS**

Council Member Kelley Johnson reported that

- She attended the RVCOG meet and greet of new Councilors.
- She attended the Airport Advisory Committee Meeting.
- She attended the Denim and Diamonds Awards Dinner

Council Member Brandon Thueson reported that he attended the Denim and Diamonds Awards Dinner and spoke at a Boy Scout meeting to encourage them to get involved in their communities

Council Member Tanea Browning reported that

- She attended a Fire District 3 in January and ribbon cutting at the RCC FD#3 training site in White City
- She attended an RVCOG meeting
- She attended City Day at the Capital with the League of Oregon Cities talking to our legislators about the importance of letting cities lead their communities and the emphasis on the importance of home rule
- She attended the Employee Awards Breakfast and the Chamber Awards dinner
- She attended the Medford Chamber Lunch forum
- She attended a PTO meeting and heard some of the details of the School Bond.
- Greeters will be here at City Hall on February 19<sup>th</sup>

Council Member Mike Parsons reported that he

- Attended the RVCOG newly elected officials seminar
- Attended the Planning Commission meeting
- Attended the employee awards breakfast
- Attended the Denim and Diamonds Awards Dinner
- Attended the Medford Chamber Lunch Forum.

#### **XIV. DEPARTMENT REPORTS**

Finance Director Steve Weber reported that

- An electronic copy of Audit Report will be sent to the Council next week
- They are currently recruiting for Utility Billing position
- They will be changing some duties within the Department

Principle Planner Stephanie Holtey reported that

- The department had scheduled two pre-application meetings for a location off Hamrick
- They have received an application to build a Domino's pizza on Freeman Court
- They have been working on the Fire District Zone Change

- They are working hard on long range planning and focusing exclusively on UGB expansion
- We are advertising for a Planner position to help with some of the day to day operations
- Citizen Satisfaction survey has finished up. There was a huge improvement in participation for this survey

Police Captain Dave Croft reported that

- Last Thursday they conducted a "Safe Greenway" project with officers and US Marshals. This was a greenway sweep
- Officer Jones was recognized at the Chamber Dinner
- This Saturday is the Polar Plunge in Medford. Council members are welcome to join them to help support Special Olympics

Parks and Public Works Director Matt Samitore reported that they had a meeting with the Oregon Department of Justice regarding the Twin Creeks Crossing and provided deadlines to submit information or they will cancel the contract. More information to come as the deadline looms.

City Attorney Sydnee Dreyer stated that ODOT is planning for the possibility of an emergency declaration in case we have to cancel the contract with TY LN. She will not be here for the February 28th meeting.

**XV. EXECUTIVE SESSION**

**XVI. ADJOURNMENT**

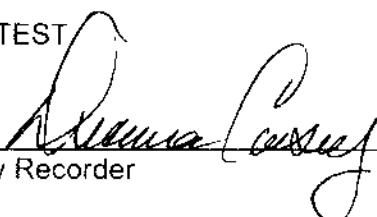
**Tanea Browning moved to Adjourn, Brandon Thueson seconded.** All said aye and the meeting was adjourned at 8:52 p.m.

The foregoing minutes of the February 14, 2019, Council meeting were approved by the City Council at its meeting of February 28, 2019.

Dated 2/28/19

  
Mayor Hank Williams

ATTEST

  
City Recorder