

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, August 22, 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	7:05 AM
Kelley Johnson	Ward II	Present	
Brandon Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Excused	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Chief Kris Allison; Human Resource Director Elizabeth Simas and City Recorder Deanna Casey.

IV. PUBLIC COMMENTS

Julian Cordle - Jr Comets Coordinator

Mr. Cordle explained that in the spring the first Jr. Comets Soccer program was a huge success with 174 kids signing up. They have 220 kids signed up for the fall soccer program. They are very appreciative of the Parks and Recreation staff. They do a great job managing the fields that are available in our area. They are asking the city to waive the fees for use of the fields because they bring in so many people who attend the games and bring business to the city. He also showed the Jr. Comets new sports logo.

V. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brandon Thueson, Ward III
SECONDER:	Taneea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

A. Approval of August 8, 2019 City Council Minutes

B. Meeting Cancellation for September 26, 2019

C. Street Closures for Made in Southern Oregon

City Manager Chris Clayton informed the Council that the city did work with the business owners who were concerned about the street closure. Their concerns have been taken care of because one business is closed this weekend and the other will have extra parking signs posted. We will keep the Council informed if we have any other concerns from downtown businesses regarding the events Pine Street.

Brandon Thueson moved to approve the Consent Agenda as presented.

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____, Adding Workplace Safety Manager to the Classification Pay Plan

Human Resource Director Elizabeth Simas explained that the city would like Council approval for a new part-time position titled "Workplace Safety Manager". This position would be a management-level employee reporting to the HR Director. The position would add .5 FTE to the biennial budget.

This position will consist of employee involvement, work-site analysis, hazard prevention and control, and safety and health training for employees and supervisors. The goal is to prevent workplace injuries and illnesses. The public works department included money in the 2019-2021 Budget for contract services for the safety program. After considering our options, it was determined that we need to reinstate the part-time safety dedicated position which we had between 2010 and 2015. When that position became vacant staff decided to disperse the duties between current employees. It has been determined that we need a dedicated employee to keep the program growing.

There was discussion of the difficulty in filling the position as stated in the job description. We are hoping to find a retired public works employee or someone who prefers to work part time and has a public utility background.

Kelley Johnson moved to approve Resolution No. 1595, A Resolution adding a Workplace safety Manager to the Classification Pay Plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelley Johnson, Ward II
SECONDER:	Tanee Brownning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Brownning, Parsons
EXCUSED:	Rob Hernandez

B. Resolution No. _____, Adopting the July 1, 2019 – June 30, 2020 Classification Pay Plan

Mrs. Simas explained the proposed change will increase the management minimum/maximum salary bands 1.8% based on the US City Average CPI-U which will be effective January 2020. Pay changes for management employees are tied to performance and limited to the parameters set by the management compensation plan. Management salary ranges are to be reviewed at least every three years which

was done for 2017; the salaries will be reviewed in 2020.

The other changes are to add the part-time Workplace Safety Manager and increasing the Salary Band "C" for the Human Resources Assistant to be consistent with similarly situated administrative support staff in the other departments within the city.

Brandon Thueson moved to approve Resolution No. 1596, A Resolution revising the Classification Pay Plan.

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

C. Resolution No. _____, Approving First Amendment to Agreement for Option to Purchase for Real Property Known as Jackson County Assessor's Map 362W34 Tax Lots 200 & 300 and Authorizing City Manager to Effectuate Same

City Manager Chris Clayton presented the background regarding property that the City owns on Upton Road. In 2017 the city decided the property was surplus. We ended up leasing the property to Forest Stroud with the option to purchase. Recently Mr. Stroud approached the City seeking an amendment to the Option Agreement asking to purchase at an earlier date. The purchase price would increase and close before the end of September 2019.

Staff analyzed the loss of lease revenue with an increase in the purchase price and made a recommendation in June that this was in the best interest of the city. Council agreed and directed staff to return with an amended agreement.

There was a question from Council regarding Greenway access from this property. Mr. Clayton stated that he will research the proposed Greenway expansion plans to see if this property would be affected. He believes that the Greenway trail will be on the west side of the creek.

Michael Parsons moved to approve Resolution 1597, A Resolution Approving First Amendment to Agreement for option to Purchase for Real Property Known as Jackson County Assessor's Map No. 36 2W 34 Tax Lots 200 and 300 and Authorizing City Manager to Effectuate Same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Parsons, At Large
SECONDER:	Kelley Johnson, Ward II
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

D. Second Reading - Ordinance No. _____, Amending in Part and Repealing in Part Central Point Municipal Code Chapter 2.40 to Adopt the League of Oregon Cities Model Public Contracting Rules

City Attorney Sydnee Dreyer explained proposed purchasing rules are easier to read without all the references back to the state model rules which can be cumbersome

and confusing at times. The proposed rules were prepared by the League of Oregon Cities in 2017.

There is a recommended correction to 2.40.050 Public Contracts - Authority of Purchasing Agent (4). The City Manager would like to change the list for delegating in his absence. He would like it to read A. Any City Department Director as designated by the City Manager; B) City Building Official; and C) Mayor. These recommended changes if approved will be incorporated in the final reading of the Ordinance.

Brandon Thueson moved to second reading An Ordinance Amending in Part and Repealing in Part Central Point Municipal Code Chapter 2.40 to Adopt the League of Oregon Cities Model Public Contracting Rules with recommended changes.

RESULT:	1ST READING [UNANIMOUS]
	Next: 9/12/2019 7:00 PM
MOVER:	Brandon Thueson, Ward III
SECONDER:	Kelley Johnson, Ward II
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

VIII. BUSINESS

A. 4th of July Fun Run Donation

Mr. Clayton explained that every year the city asks to donate the proceeds from the 4th of July Run 4 Freedom event to the organizations that help make it possible. This year they are asking to donate \$1,000 to the Crater Football and Crater Cross Country teams because they provided over 15 volunteers. Staff would also like to don't \$500 to the Crater Cheerleaders as they helped hand out water and medals to the run participants. This revenue was planned and budgeted for donations.

Kelley Johnson moved to approve the donations from the Run4Freedom in the amounts of \$1,000 each to Crater Cross Country and Crater Football and \$500 to the Crater Cheerleaders for the assistance during the 2019 event.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelley Johnson, Ward II
SECONDER:	Tanea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Parsons
EXCUSED:	Rob Hernandez

B. Visitors Center Quarterly Report

Mr. Clayton explained the Visitors Center second quarter report. The agreement has an automatic 2 year renewal option and was automatically renewed until June 30, 2021. The Chamber has been involved in a number of city events that bring visitors and tourism to Central Point. They have increased their hours of operations for this summer.

RESULT: FOR DISCUSSION ONLY

IX. MAYOR'S REPORT

Mayor Williams reported that he attended:

- D.A.R.E. Cruise show and shine. It was good weather, no rain and no smoke this year.
- A Fair Board meeting. They were happy with attendance this year, the weather and no smoke definitely helped.
- A Central Point Chamber Mixer.
- The Study Session on Monday night.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- Principal Planner Stephanie Holtey is working on the finishing touches for the UGB expansion application. We should have the application ready for Council endorsement in September.
- Twin Creeks Rail Crossing will be opened on Wednesday at 9:30 a.m. All are welcome to attend and watch Mayor Williams drive the developers Brett and Noel Moore over the tracks.
- Public Works has been working on a map showing all the County Islands in the City. We are working on a financial analysis of what it could cost the city to do a blanket annexation for these properties.
- We have scheduled the Strategic Planning meetings for September - November. Most will be during regular Study Session meetings. The Adhoc Committee meeting is September 5th.
- The City has received an application for façade improvements for a building at 3rd and Pine Street. The cost of the improvements will be under the \$10,000 limit and can be approved in house.
- There have been about 85 new water meters installed over the last few weeks.

XI. COUNCIL REPORTS

Council Member Kelley Johnson reported that she attended the D.A.R.E. Show N Shine and the Council Study Session.

Council Member Brandon Thueson reported that he attended the D.A.R.E. Show N Shine. He also had a meeting with Dennis Richardson's family regarding the Richardson Memorial project. They like the ideas and have a couple of suggestions. They are happy with the layout. We are hoping to be able to present the layout at the Veterans Day Celebration.

Council Member Tanea Browning reported that:

- She attended the Central Point Chamber mixer
- She attended the installation of the Purple Heart City sign
- She participated in the City Hall Selfie day with city staff.
- She attended the Fire District No. 3 Board Meeting.
- She attended Central Point Greeters.
- She attended the Council Study Session on Monday.
- There will be an Open House at Crater Works for the Rail Crossing celebration Friday morning.

Council Member Michael Parsons reported that:

- He helped with the D.A.R.E. Show N Shine.
- He attended the Purple Heart City sign installation.
- He attended the Study Session on Monday evening.
- He attended the Parks and Recreation meeting.

Council Member Neil Olsen attended the Council Study Session.

XII. DEPARTMENT REPORTS

Human Resource Director Elisabeth Simas reported that she has been working on filling the Public Works Utility positions. Two new employees started this week and one will start next week. They continue to work on filling Police Officer positions.

Police Chief Kris Allison reported that:

- They are preparing for Made in Southern Oregon this weekend.
- September 7th is the Police Department Open House.
- She attended Threat Assessment Training last week in Anaheim CA. One class was specific to issues revolving around marijuana. There were four staff members in attendance. They also had session for ALICE training.
- We have seen several posts on Social Media recently about stolen items in town. We encourage those affected to file a police report not just post on social media. We can't do much if they don't contact the Police Department.

XIII. EXECUTIVE SESSION - No session

XIV. ADJOURNMENT

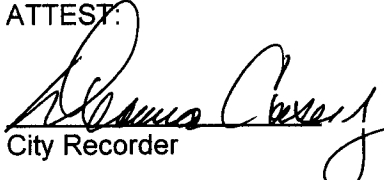
Michael Parsons moved to adjourn, Tanea Browning seconded and the meeting was adjourned at 8:11 p.m.

The foregoing minutes of the August 22, 2019, Council meeting were approved by the City Council at its meeting of Sept 12, 2019.

Dated: Sept 16, 2019


Mayor Hank Williams

ATTEST:


City Recorder