

**CITY OF CENTRAL POINT
City Council Meeting Minutes
January 28, 2016**

I. REGULAR MEETING CALLED TO ORDER

Mayor Williams called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Mayor: Hank Williams
Council Members: Allen Broderick, Bruce Dingler, Brandon Thueson, Tanea Browning, and Rick Samuelson were present. Mike Quilty was excused.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Chief Kris Allison; Community Development Director Tom Humphrey; Finance Director Bev Adams; Human Resource Director Elizabeth Simas; Parks and Public Works Director Matt Samitore; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES - None

V. SPECIAL PRESENTATIONS

- **Planning Commission Recognition** – Community Development Director Tom Humphrey presented Tim Schmeusser with a plaque recognizing him for his time on the Planning Commission. Mr. Schmeusser moved out of town and is no longer eligible to be a commission member.
- **Child Trafficking Awareness Presentation** – Caleb LaPlante explained to the Council the importance of the Child Trafficking Awareness Proclamation that they approved at the last meeting. He explained that we have a big problem along the I-5 Corridor and it is essential that we get the word out so that people are aware of this criminal activity happening in our towns.

VI. CONSENT AGENDA

- A. Approval of January 14, 2016 City Council Minutes
- B. Approval of Surplus Item to School District
- C. Acceptance of Second Quarter Financial Statements

Rick Samuelson moved to approve the Consent Agenda as presented. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

VII. ITEMS REMOVED FROM CONSENT AGENDA - None

VIII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2023, An Ordinance Annexing into the city of Central Point Property Described as Map No. 372W01BA, Tax Lot 800 – 185 West Vilas

City Manager Chris Clayton explained this is the second reading of an ordinance that has been before the Council in the past. This is an Island property located next to Don Jones Memorial Park. Notifications have been sent to all property owners with no response.

The Council moved the ordinance to second reading on January 14, 2016 setting an annexation date of January 29, 2019.

Brandon Thueson moved to approve Ordinance No. 2023, Annexing into the city of Central Point Property Described as Map No. 372W01BA, Tax Lot 800 – 185 West Vilas Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

B. Public Hearing – First Read of an Ordinance of the City of Central Point Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer and Referring Ordinance

City Attorney Sydnee Dreyer stated that the Central Point Council has been proactive in regards to Marijuana Sales and grows in the city limits. To be consistent with new state law the Council reduced the current tax rate to 3% without limiting its ability to increase that tax in the future, or to tax medical marijuana, should state law change. State law is only permitting local tax on recreational sales of marijuana, and only upon referral of the question to the voters of Central Point at the next general election.

Under state law, a city that adopts an ordinance that prohibits the establishment of a medical or recreational marijuana processor, dispensary, or recreational producer, wholesaler, or retailer may not impose a tax or fee. This measure would become effective if the measure proposing to prohibit the establishment of marijuana entities does not pass by a majority of votes.

Several of the cities in Southern Oregon are referring this issue to the voters in November. Staff will return at the second reading with a Resolution sending the measure to the vote of the people in November.

Bruce Dingler moved to second reading an Ordinance of the City of Central Point Imposing a Three Percent Tax on the Sale of Marijuana Items by a Marijuana Retailer and Referring Ordinance Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

C. First Reading of an Ordinance Amending Chapter 3.24 Transient Lodging Tax of the Central Point Municipal Code

Finance Director Bev Adams stated that in recent months, the addition of online travel agencies purchasing blocks of hotel rooms for resale has prompted an examination and update of the Transient Room Tax ordinance. During a review, we consulted with local cities regarding their changes as well as the state lodging tax laws. We used the State as a reference to clarify and confirm that our ordinance compliments the state rules which will make it easier for the hotel operators to report and disburse taxes collected. The proposed changes will update definitions, and collection of tax, refunds, liens and appeals.

There was discussion about the designated 25% of the tax collected to City Parks. This is a minimum amount but historically the city has designated much more than that for to parks. It is mandated that a portion of the tax collected be used to promote tourism within the city. There was suggestion that more of this tax should be dedicated to parks. It was explained that we do not want to tie our hands on dedicating a large amount to any one organization. Things change and this allows the Council to distribute the funds to the best organization for the City.

Rick Samuelson moved to second reading an Ordinance Amending Chapter 3.24 Transient Lodging Tax of the Central Point Municipal Code.

Roll call: Hank Williams, yes; Bruce Dingle, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

D. Resolution No. 1443, A Resolution of the City of Central Point Acknowledging Expiration of System Development Charge (SDC) Credits for Parks and Open Space within the Snowy Butte Station Development

Parks and Public Works Director Matt Samitore explained why the city has System Development Charge Credits on the books. When developers pay for upsizing waterlines, storm drains facilities or parks the city holds a credit for them. But the credits expire after 10 years per ORS. As of December 2015 the City has two credits that have expired.

The Snowy Butte Station Development was a redevelopment of the old Central Point Mill site. The credits were established for parks. A large detention pond was installed adjacent to Daisy Creek which used up some of the credits. One lot remains vacant, which was slated to have a small playground associated with it. The remaining balance is \$53,627. The City has encouraged the developer to use the credits but there have been no building plans submitted.

The city cannot keep the liability of the credits on the books for over 10 years. The auditors recommend expiring these credits and clean up our financial statements.

Allen Broderick moved to approve Resolution No. 1443, A Resolution of the City of Central Point Acknowledging Expiration of System Development Charge (SDC) Credits for Parks and Open Space within the Snowy Butte Station Development. Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

E. Resolution No. 1443, A Resolution of the City of Central Point Acknowledging Expiration of System Development Charge (SDC) Credits for Water Upsizing in the Blue Grass Downs Subdivision

The second set of SDC credits were established as part of the Blue Grass Downs Subdivision. The development was asked to upsize a waterline from 8" to 12" to supply water for future expansion. The remaining balance is \$3,710.00.

Allen Broderick moved to approve Resolution No. 1443, A Resolution of the City of Central Point Acknowledging Expiration of System Development Charge (SDC) Credits for Water Upsizing in the Blue Grass Downs Subdivision Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

IX. BUSINESS

A. Award of Bid for Parks and Recreation Master Plan

Mr. Samitore explained that the Public Works Department recently sent a Request for Qualifications for a Parks and Recreation Master Plan. Staff only received one proposal. Conservation Technix out of Portland has completed several master plans for communities of similar size. Staff has interviewed the firm and felt good about the meeting. Staff budgeted \$100,000 for the project and the bid came in at \$89,500. It will take approximately 18 months to complete.

Allen Broderick moved to award the bid for the Parks and Recreation Master Plan to Conservation Technix. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

B. Award of Bid for City Backflow Testing Program

Mr. Samitore stated that the Public Works Department sent a request for qualifications for the City instituted backflow prevention program. Staff received four proposals for the prevention testing program. A Team Backflow Service from Keizer, OR was the lowest bid with \$9.95 per service with a retest charge of \$9.95. Typically 2% of the backflow devices fail and will need a retest.

Current rates for city customers are \$1.00 per month if a resident has a registered backflow or has an in ground sprinkler system. Residents who do not have either are charged \$0.25 per month. The bid of \$9.95 per service is less

than what the city anticipated. Extra funds could be used to work with the 2,000 properties within the downtown area that currently do not have backflow devices. The current budget does not have the backflow revenue or expenditures. A mid-year budget adjustment will be needed to add the two line items. The additional fund could be put into a savings funds for an incentive program.

Tanea Browning moved to award the bid for backflow testing program to A Team Backflow Service from Keizer. Brandon Thueson seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

X. MAYOR'S REPORT

Mayor Williams reported that he attended:

- The Medford Water Commission meeting which was uneventful.
- The Study Session on Monday night.
- The Employee Recognition Breakfast and was very impressed with the reaction of the employees who won awards.

XI. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- The Council could form an adhoc committee for the Parks and Recreation Master Plan. If three members of the Council are interested in being involved in the process.

Rick Samuelson made a motion to create an Adhoc Committee with Tanea Browning, Allen Broderick and Rick Samuelson to be involved with the Parks and Recreation Master Plan. Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; and Rick Samuelson, yes. Motion approved.

- Brandon Thueson would like to be an alternate on the Adhoc Committee.
- He was very pleased with the turn out for the Employee Recognition Breakfast. Twin Creeks always does a great job hosting the event. It is always nice to see Council members supporting the employees.
- There has been positive feedback regarding Montgomery Meats, a new butcher and restaurant on First Street.
- Public Works is prepared to assist in case of flooding for this next storm. They have sandbags ready to assist our citizens.
- The City has received the second payment for the rail crossing. This is one step closer to starting the construction.

XII. COUNCIL REPORTS

Council Member Allen Broderick reported that he:

- Attended the Parks and Recreation meeting last week where they talked about the Parks Master Plan project. They are also cutting back on the Parks Maintenance Contract, it will be cost effective for the city to hire a new employee rather than pay a landscaper.
- Attended the Study Session this week.

- Has been to Montgomery Meats and recommends it.

Council Member Tanea Browning reported that:

- She attended greeters at Bobbio's this month. They are celebrating their 3rd anniversary and the opening of their White City Store.
- She attended the Fire District 3 Board meeting. There was discussion about the contract between the District and Mercy Flights transport. The Board requested further discussion on the matter.
- She attended the Study Session on Monday.
- She attended the Employee Recognition Breakfast.
- She is working hard on the Central Point Area Chamber Awards Banquet. They will be recognizing new, small and large businesses along with Educator of the Year and Citizen of the Year. They will also be having a special recognition for Police and Fire for their commitment to our community. This event is February 6th from 5 – 8.
- There will be a ribbon cutting on February 2nd at 9:30 a.m for Montgomery Meats on First Street.

Council Member Bruce Dingler attended the Study session and the Awards Breakfast.

Council Member Rick Samuelson attended the:

- Awards Breakfast on Wednesday morning.
- the Study Session on Monday night.
- Post Fair Board meeting where they discussed issues regarding the 2015 Fair.

Council Member Brandon Thueson attended:

- A JC Greenway meeting. They are researching grants to help pay for repairs caused by roots pushing up the path. They are also reviewing the Joint Powers agreement with the Cities along the Greenway.
- The Study Session on Monday night.

XIII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that:

- They have made an offer for the Event Coordinator Position. Cory Shaw should start work on Monday morning.
- When reviewing the Parks Maintenance Agreement it was decided we could save the city money by hiring an additional Parks Maintenance worker. They will be working on hiring for that position in the next couple months.
- The Public Works Customer Service Representative will be moving from the Public Works location to City Hall. This position will report to the Department Director rather than the Public Works Supervisor. He works very closely with the Finance Department and it will be more efficient with him located in City Hall.

Police Chief Kris Allison reported that:

- The Department has had several high profile cases lately. They are having great success in closing cases fast and apprehending the suspects.
- The awards banquet was very well attended by all employees. This is a great way to show how our employees shine. It is always nice to have the City Council members attend.
- A last minute recognition went to three officers who saved a citizens life this week.
- The Community Recognition award went to 7-Eleven and their employees this year. They have been very supportive of the D.A.R.E. program.
- She will be meeting with a Latino advocate next week to make sure we are doing what we can to reach out to this group of citizens.

Finance Director Bev Adams had no report.

Community Development Director Tom Humphrey stated that:

- Staff has been working on the Costco Application process. The Planning Commission will be deliberating on the application on Tuesday.
- They are working with local representatives to get water out to the Tolo area.
- SOREDI will begin working on their Long Range Plans next week.


XIV. EXECUTIVE SESSION – No Executive Session

XV. ADJOURNMENT

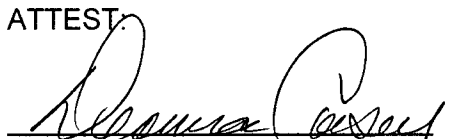
Bruce Dingler moved to adjourn, Rick Samuelson seconded, all said "aye" and the Council Meeting was adjourned at 8:16 p.m.

The foregoing minutes of the January 28, 2016, Council meeting were approved by the City Council at its meeting of February 11, 2016.

Dated: 2/11/16


Mayor Hank Williams

ATTEST:


City Recorder