

**CITY OF CENTRAL POINT  
City Council Meeting Minutes  
November 10, 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, Rick Samuelson, and Mike Quilty were present.

City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Chief Kris Allison; Community Development Director Tom Humphrey; Parks and Public Works Director Matt Samitore; Finance Director Steven Weber; and City Recorder Deanna Casey were also present.

**IV. PUBLIC APPEARANCES - None**

**V. SPECIAL PRESENTATION**

**A. Police Volunteer Swearing-In**

Police Chief Kris Allison introduced the newest members of the Volunteers in Police Service. She explained the program and the amount of hours our Police Volunteers put in. She administered the Oath of Office to Brett Stewart, Katherine Piland, Michael Parson, Denise Walker, Charles Piland and Deborah Goodwin. She also explained that the program is run by Bobbie Pomeroy and Nikki Peterson.

**B. Fire District No. 3 Quarterly Report**

Fire Chief Dan Peterson presented the Third Quarter Report for Fire District #3. He highlighted the Pulse Point Program. The Department is working on the marketing of this project; they will be looking for volunteers to help get this program up and running. They have begun design work for a class room at the RCC Table Rock Campus. They are applying for grants to help retrofit some of their stations to be more earthquake proof.

**V. CONSENT AGENDA**

**A. Approval of October 27, 2016 City Council Minutes**

**Allen Broderick 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; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

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

**VII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS**

**A. Resolution No. 1479, Transferring Budget Appropriations within the 2015-17 Budget Regarding Lease of Street Sweeper**

Finance Director Steven Weber explained that during the 2015-17 budget process, funds were allocated for the purchase of a new street sweeper. It has been decided that the purchase will be done as a lease instead of a capital outlay item. To keep the city in compliance with Oregon budget law, funds must be transferred from capital outlay to materials and services for the lease. The proposed Resolution states the reason and purpose of the transfer of funds.

**Allen Broderick moved to approve Resolution No. 1479, Transferring Budget Appropriations within the 2015-17 Budget Regarding Lease of Street Sweeper.** Tanea Browning seconded. Roll call: Hank Williams, yes; Bruce Dinger, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

**B. Public Hearing/First Reading, An Ordinance Updating and Adopting the Central Point Comprehensive Plan Population and Demographics Element, 2016-2036**

Community Development Director Tom Humphrey presented the Comprehensive Plan Population and Demographic Element to the City Council. Population forecasts are a necessary planning tool, they serve as the basis for identifying long-term land and infrastructure needs. He explained how these projections were derived and how they compare with the projections from the Regional Plan. Population forecasts will be updated on a four year cycle.

The purpose of the Population Element is to identify the City's basic population characteristics such as age, sex, household size, etc., and includes projections of total population over a twenty-year period. We can use this element to forecast future land need and the needs of the public by looking at single family housing vs. multiple family housing. This is a pre-requisite to updating the Urban Growth Boundary (UGB). The next element to be updated is the housing element.

There was discussion of how they came to the numbers they are projecting. He explained that the projections cover all necessary groups taking into account natural increase, net migration, and aging population. It also takes into consideration race/ethnicity, and shows that the Hispanic population is growing in Central Point.

Mayor Williams opened the public hearing.

Larrv Martin. Tavior Road. Central Point. Mr. Martin stated that he is in favor of the Ordinance and recommends moving to second reading. He doesn't agree with Portland State University increase of 1.1%. he thinks that 4% would be a closer forecast for us for the next 20 years. The impact will restrict the amount of land we will be able to have in our UGB in the future. The city will need to be strategic when including more land in the UGB, or we will be stuck with those numbers for years.

No one else came forward and Mayor Williams closed the public hearing.

There was discussion regarding areas that are ready to be developed in the urban reserve area. Currently the City does not have any developable lands within the city boundaries that would be able to impact the population forecast. There are some properties that may be ready in a few years when the UGB has been expanded. The Council will be looking at specifics for the housing element after the first of the year.

**Mike Quilty moved to second reading An Ordinance Updating and Adopting the Central Point Comprehensive Plan Population and Demographics Element, 2016-2036.** Bruce Dingler seconded. Roll call: Hank Williams, yes; Bruce Dingler, yes; Tanea Browning, yes; Brandon Thueson, yes; Allen Broderick, yes; Rick Samuelson, yes; and Mike Quilty, yes. Motion approved.

## VIII. BUSINESS

### A. Discussion of Potential Revisions to Central Point Management Compensation Plan

City Manager Chris Clayton explained the Management Compensation plan and presented a salary survey for the managers. He provided a brief description of current structure and descriptions of the salary survey including the cities that were used for comparison. As a result of the salary survey there are several recommended revisions. The city's management compensation plan was created in March of 2010 and has had one minor revision by adding one position to the group in 2013.

The management bands have minimum and maximum salary ranges. Per the Management Compensation Plan, a manager may not receive more than a 6% annual increase within the band without approval by the Mayor. Currently we have two employees in Band II and three in Band IV that are at the top of their respective ranges. Our ranges are between 13 and 20+% below average for a couple of positions. We also have a compression issue between the police union officers and Lieutenants. The reason for the compression is the Police unit is a strike prohibited unit so we are mandated to stay competitive with comparative jurisdictions. Currently there are two police unit positions that are making more than the average wage of Lieutenants. We have a similar situation happening between the Lieutenant and Captain positions. None of the Police Managers are at the top of their range. In light of this information he recommends:

1. Increase the top end of the salary scale for the Lieutenants, Captain and Police Chief by 10%. It will take the people in these positions to reach the top of the range.
2. Increase the top end of Band IV by 5%, currently the directors are making less than the comparable cities and this will allow for performance based increases particularly for those already at the top scale.
3. Consider increasing the minimum and max of each of the bands each year.
4. Provide Education incentives as we do with the unit groups such as a 5% incentive for managers.

5. Optional consideration of increasing contributions to all managers HRA accounts.
6. Automatically increase the bands with the CPI increases annually, this would increase the top of the bands and allow those who reach the top to still see a cost of living increase.

At this point he is looking for direction from the council so they can start preparing for the budget. He will return to the Council with updates to the Management Compensation plan for the 2017/2019 budget year.

Council direction is to break out the police positions, and increase the directors by 5% and allow for annual CPI increases.

#### **B. Consideration of Traffic Control Comments for Country Crossing Music Festival**

Community Development Director Tom Humphrey stated that he and Mr. Samitore attended a local agency meeting on October 31<sup>st</sup> to discuss a traffic control plan that was submitted to Jackson County Roads by Country Crossing Representatives. The representatives presented a preliminary map to try and keep most of the traffic off of the main roads and down town Central Point. He explained that most of these concerts are outside city limits and they don't usually have to worry about the impacts to local citizens. The Country Crossing Representatives are being very thoughtful of how this event will impact the citizens in Central Point.

The proposed map shows the different options for camping and how attendees would be directed to those locations without using the main streets of Central Point. There will be reader boards on I-5 and along the routes to direct people to their assigned locations for camping. There will be public transportation from various parking areas.

It was suggested that during the discussion about camping and traffic representatives keep the residents in the areas effected updated. Several homes will be impacted by the traffic plan and the camping locations. He would like to see the expo and the city make every effort to keep those residents updated.

They will continue to keep the Council updated on the different planning stages for the Country Crossings Event in 2017.

#### **C. Planning Commission Report**

Community Development Director Tom Humphrey presented the November 1, 2016 Planning Commission Report:

- The Commission passed a Resolution approving a conditional use permit to place a Mobilite Telecommunications Antenna in the public right-of-way near McDonalds restaurant. The proposed project site is located in the C-4, Zoning district. The Commission received additional testimony from the applicant following the earlier consideration of a 75 foot pole on 9<sup>th</sup> Street. Acknowledging that a pole like this raises visual and aesthetic concerns, the applicant modified their proposal to reduce the pole height to 50 feet,

confine equipment to inside a metal pole and agreed to paint it a light color.

- The Commission approved a resolution recommending approval of the City of Central Point Population & Demographics Element to the City Council. The Commission heard the same presentation that the Council heard tonight regarding the Population Element.
- The Commission was updated on the Urban Renewal project for East Pine Street. Staff summarized the Development Commission's open house on October 24<sup>th</sup>.
- The Commission was updated on the Costco Conditional Use Application. They were informed of a further appeal to the State Appellate Court.
- There will be changes in the Planning Commission in 2017. Chuck Piland will be retiring from the Commission and staff will be recommending Mike Oliver as the new Chair. If members know of anyone who would be interested in being on the Committee, City Recorder Deanna Casey has started advertising for the vacancy.

#### **IX. MAYOR'S REPORT**

Mayor Williams reported that he attended the Medford Water Commission meeting and Study Session on the water rate study. He has provided each Council member with a copy of the City Managers Self Evaluation. Council will be conducting his contract review at the meeting in December.

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

City Manager Chris Clayton reported that:

- Unfortunately the Historic District Levy did not pass and we cannot ask them to put the Central Point Cemetery on their list of historic landmarks for financial assistance to help maintain it.
- Several of the cities in the valley have voted to not allow dispensaries in their boundaries. He will be working on a letter to the legislature regarding the tax sharing issue. These cities feel that even if there are no dispensaries in our cities we will still feel the effect of them and should receive the sales tax to help with protective services.
- He met with the new RCC President this week and updated her on the availability of land in Central Point if they still wish to build a campus here.

#### **XI. COUNCIL REPORTS**

Council Member Mike Quilty reported that:

- Last month he attended an OMPOC and OBEC meeting.
- He interviewed with the local Charter representative regarding construction in the area for the coming year.
- Several committees are working on new proposals for greenhouse gas, the MPO's can't be responsible for all the state and federal mandates, it must be a joint process.
- He has been appointed to a policy advisory committee to discuss air quality management.

- There has been discussion that because RVTD was able to get their property tax increase the MPO's should get some of it to help with alternative transportation measures.
- He attended the tabulation certification test at the Jackson County Elections office.

Council Members Brandon Thueson, Rick Samuelson, and Bruce Dingler had no reports.

Council Member Tanea Browning reported that:

- Her family took a vacation to Disneyland last week which is why she was not here for the meeting. It is great to be back in Central Point where there is less traffic.
- She attended Greeters at the Goodwill in October.
- She attended the Fire District No. 3 Board meeting.
- She attended a luncheon for the Children's Advocacy Center. The speaker was incredible and spoke about her training in recognizing child abuse and how it helps to keep the children around her safe. It was inspiring and thought provoking, if you have not heard of the "Stewards of Children Training" she would encourage everyone to check it out.
- She attended the Trick or Treat the Streets for Halloween.
- We have some pretty decorated graduates from Crater High School. Chris Johns is a National Geographic photographer. His photos have been featured on the cover of National Geographic eight times. The Crater Foundation also honored a Crater graduate and Air Force Lieutenant Colonel that has flown around the world twice, in both directions in her career.
- She is looking forward to the Decorate Downtown on Friday, December 2<sup>nd</sup>. There will be baked goods, beverages, caroling and decorating from 2:30 – 4:30.
- Planning has begun for the Annual Chamber Awards and Auction Dinner on Saturday, February 11, 2017.

Council Member Allen Broderick reported that he attended a five hour retreat at SOREDI. This was a get to know each other event, and discussion of how to make Southern Oregon more appealing to businesses. Central Point was a topic of conversation about how easy it is to talk and work with staff, as opposed to working with some other jurisdictions in the area. He has personal experience with this, Staff has been awesome to work with while he has been making improvements to his building downtown.

## **XII. DEPARTMENT REPORTS**

Parks and Public Works Director Matt Samitore reported that twin creeks is at 90% done on the planning. We are hoping to have construction begin in July next year. There will be some archeological testing done in the area.

Police Chief Kris Allison reported that:

- The Judge will be hearing the case for 75 Bush Street next week. City Attorney Sydnee Dreyer and she have been asked to attend the hearing.

We are hoping to find out the direction the court is going in regards to this property.

- On November 16<sup>th</sup> we will be having our Volunteer Holiday Luncheon in the Council Chambers at 11:30. All the Council Members are encouraged to attend. This is our way of thanking all the Police Volunteers for what they do.
- They have installed No Parking signs on West Pine Street near the school. We have received calls concerning kids stepping out into the street from between cars, and the congestion caused by parents picking up students. This portion was a No Parking zone that wasn't marked and turned into a pick up zone over the last few years. Now the parents must go through the proper pick up area at the school. We will be meeting with school representatives about how we are going to address this issue going forward. We also need to encourage students to ride the bus or bike to school.

Finance Director Steven Weber had no report.

Community Development Director Tom Humphrey reported that we will be having a Citizens Advisory Committee meeting next week to begin discussions of the Housing Element of the Comp Plan.

City Attorney Sydnee Dreyer reported that we have received the opening brief for the Costco appeal to the State Board of Appeals. She wanted to clarify that the City will not be participating in this brief unless we feel that something important is not being addressed by Costco representatives.

- We will be bringing forward some amendments to the code regarding marijuana dispensaries, and the land use restrictions. We hope they will be minor changes.
- On 75 Bush there is a prior judgement for \$43,000 that was not sent to collections. After the hearing we will be going forward with a foreclosure process. We currently have new charges that are totaling over \$50,000 for this one property.

### XIII. EXECUTIVE SESSION - None

### XIV. ADJOURNMENT

Bruce Dingler moved to adjourn, Rick Samuelson seconded, all said "aye" and the Council Meeting was adjourned 9:40 at p.m.

The foregoing minutes of the November 10, 2016, Council meeting were approved by the City Council at its meeting of December 8, 2016.

Dated: 12/8/16

  
Mayor Hank Williams

ATTEST

  
City Recorder