



CITY OF CENTRAL POINT

Oregon

City Council Meeting Agenda Thursday, October 28, 2021

Next Res(1689) Ord (2083)

The meeting is available through Zoom. <https://www.centralpointoregon.gov/meetings>

I. REGULAR MEETING CALLED TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. SPECIAL PRESENTATIONS

1. Introduction of New City Employees

V. 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.

VI. CONSENT AGENDA

- A. Approval of October 14, 2021 City Council Minutes

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. BUSINESS

- A. Update on Dennis Richardson Memorial and War Memorial Construction Schedule (Samitore)
- B. 2022 Transportation System Plan Update (Holtey)
- C. Plan of Action Letter (Weber)
- D. RRVID Letter of Support Request (Clayton)

IX. MAYOR'S REPORT

X. CITY MANAGER'S REPORT

XI. COUNCIL REPORTS

XII. DEPARTMENT REPORTS

Mayor
Hank Williams

Ward I
Neil Olsen

Ward II
Kelley Johnson

Ward III
Melody Thueson

Ward IV
Tanea Browning

At Large
Rob Hernandez

At Large
Michael Parsons

XIII. EXECUTIVE SESSION - ORS 192.660 (2)(e) Real Property Transactions

The City Council will 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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XIV. ADJOURNMENT

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 72 hours prior to the City Council meeting. To make your request, please contact the City Recorder at 541-423-1026 (voice), or by e-mail to Deanna.casey@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta publica de la ciudad por favor llame con 72 horas de anticipación al 541-664-3321 ext. 201

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, October 14, 2021

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	
Melody Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Riley McGraw; Planning Director Stephanie Holtey; Construction Services Supervisor Greg Graves; IT Manager Jason Richmond; Environmental Services/Gis Coordinator Mike Ono; Police Captain Dave Croft (Remote); Police Captain Scott Logue; Accounting Business Services Coordinator Rachel Neuenschwander.

IV. PUBLIC COMMENTS - None

V. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Parsons, At Large
SECONDER:	Taneea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

A. Approval of September 23, 2021 City Council Minutes

B. IT Staff Report Elimination of Technology Surplus Items

City Manager Chris Clayton advised the council that the Technology Department would like to surplus a large amount of old technology equipment that the city no longer needs. Melody Thueson is interested in items that the schools could use for students to take apart.

VI. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____, Accepting the Lowest Responsible Bid from Knife River Materials Inc. for the Highway 99 Streetscape Project and Authorizing the City Manager to Execute a Contract

Construction Services Supervisor Greg Graves presented the bid proposal from Knife River Materials Inc. for the Hwy 99 Streetscape Project. The school crossing at Crater High School and Crater Works, project included sidewalk and stormwater improvements and flashing crossing lights.

There was a question of the timeline of the project, and the project will be starting mid November and is to be completed by January 31, 2022. Council was concerned over the re-allocation of funds. With the re-allocation, only \$100,000 will be contributed by the Development Commission. The remainder will come from the Street Infrastructure line item.

Council was concerned of the bid differences for the obstruction and building removal. Greg stated that contractors will move fund around on a project, and the difference is not suspicious to him.

Kelly Johnson moved to approve Resolution 1685, Accepting the Lowest Responsible Bid from Knife River Materials Inc. For the Highway 99 Streetscape Project and Authorizing the City Manager to Execute a Contract.

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

B. Resolution No. _____, a Resolution approving property exchange agreement – Bear Creek Greenway – with Jackson County.

City Manager Chris Clayton presented the council with a resolution approving a property exchange agreement - Bear Creek Greenway - with Jackson County. Currently, Jackson County owns a number of parcels within the Bear Creek Greenway that are located within City limits. The City seeks to take ownership of all such properties within the Bear Creek Greenway, that are in City limits, to better enable the City to maintain and manage Greenway properties. In particular, taking over ownership of these properties would allow the City to more consistently maintain not only the land which contains the multi-use path, but also those undeveloped areas which abut the multi-use trail. Additionally, taking ownership of the above-described Jackson County parcels will allow Central Point to annex the property into our boundaries (city limits and urban renewal boundary). Adding the property to our urban renewal boundary will create an alternate funding source to assist with completing the development and construction of our conceptual design. Mr. Clayton stated that the City is not being charged for the transfer of the property, there will be title costs that the city will be paying. After the agreement is approved it will need to go to the board of commissioners as well.

There was discussion over parcels not being inside City limits, maintenance, and environmental issues and costs to the city. The properties are outside city limits but

they are in the urban growth boundary and they will be annexed in the City. With control and ownership of the land the city of Central Point will better to be able to maintain these lands, and the city implemented the fee of \$0.65 per month that will help cover the maintenance costs. The fee will not fund the conceptual design that was put together for future improvements, that is why it has been added to urban renewal to leverage those funds to make those improvements. The environmental costs would be the cities issues, but with the fires that have been out there and some assistance with FEMA, as well as the Army Core of Engineers, Oregon Fish and Wildlife being involved and willing to make improvements to help the habitat recover, that if we ran into issues those agencies would assist the city, as well as Brownfield funds being available.

Melody Thueson moved to approve Resolution No. 1686, a Resolution approving property exchange agreement - Bear Creek Greenway - with Jackson County

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Melody Thueson, Ward III
SECONDER:	Rob Hernandez, At Large
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

C. Resolution No. _____, a Resolution approving property exchange agreement – Bear Creek Greenway – with the City of Medford and authorizing the City Manager to execute same.

Currently, the City of Medford owns approximately 13.91-acre parcel of land within the Bear Creek Greenway that is located within City limits. The City of Central Point seeks to take ownership of all such properties within the Bear Creek Greenway, that are in City limits, to better enable the City to maintain and manage Greenway properties. In particular, taking over ownership of these properties would allow the City to more consistently maintain not only the land which contains the multi-use path, but also those undeveloped areas which abut the multi-use trail. The transfer of this parcel would be subject to an easement for the benefit of Medford for future stormwater detention facilities on the Medford side of Bear Creek. Additionally, taking ownership of the property currently owned by the City of Medford will allow Central Point to annex the land into our boundaries (both city limits and urban renewal district). Adding this land to our urban renewal district boundary provides a significant funding source for the future development and construction of our Bear Creek Greenway concept.

Michael Parsons moved to approve Resolution No. 1687, a Resolution approving property exchange agreement - Bear Creek Greenway - with the City of Medford and authorizing the City Manager to execute the same.

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

D. Resolution No. _____, a Resolution approving an assignment of water rights between City, Wild River Orchards, Inc. and Del Rio Vineyards, LLC and authorizing the City Manager to execute same.

City Attorney Riley McGraw presents the resolution of water rights between the City and Wild River and Del Rio entered into a Real Estate Sales Agreement dated July 30th, 2021, whereby Wild River has agreed to sell the subject property to Del Rio. After closing, the Parties will cooperate with each other such that a Water Services Contract in the name of Del Rio will be issued by the Bureau of Reclamation to replace Contract No. 059E101522 (the "Replacement Contract for Water Services"). Under the Contract for Water Services, the City will remain obligated to reimburse Del Rio for the yearly charges associated with the Replacement Contract for Water Services for years 2021 through 2045.

Rob Hernandez moved to approve Resolution No. 1688, a Resolution approving an assignment of water rights between City, Wild River Orchards, Inc. and Del Rio Vineyards, LLC and authorizing the City Manager to execute the same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Hernandez, At Large
SECONDER:	Taneeea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

VII. BUSINESS

A. Planning Commission Report

Planning Director Stephanie Holtey stated that the Central Point Planning Commission, met at their regular meeting on October 5, 2021. There were two (2) discussion item on the agenda regarding cottage housing as a new housing type and to discuss a minor amendment to the Transportation System Plan Project No. 230. At the conclusion of the meeting, updates were given on development and the City's floodplain management program.

Transportation project at Scenic and 99, north of Twin Creeks, the Seven Oaks crossing is now closed, only a few properties were served by this. Before the County allowed the City to close that we had to compensate the properties owners, we had to pay for the closing of the crossing, and we also agreed that within 10yrs of opening the crossing we would need to improve the crossing at Scenic and 99. Oregon Department of Transportation (ODOT) let the city know that this is a very dangerous intersection, the projects qualifies for the ARTS program, the actual project is 3. Million and the City will put in 1. million. The City of Central Point took jurisdictional control of Hwy 99. The City has control of the a little north of Orth Dr, one of the questions at the planning commission ODOT is changing the number of

Minutes Acceptance: Minutes of Oct 14, 2021 7:00 PM (CONSENT AGENDA)

lanes, how effective is the road diet for the intersections, what happens in evacuation level traffic, one lane in each direction with a center turn lane vs two lanes.

Concerns on the funding, if the City didn't agree with the road diet. ODOT would still continue on with the road diet it would just start further north of the intersection. ODOT is taking on the financial burden for this project and it would be beneficial for the City and a cost savings.

RESULT: FOR DISCUSSION ONLY

B. Annual Storm Water Quality Report

Mike Ono Environmental GIS Coordinator presented the annual storm water quality report, The City assumed administration and oversight over the Storm Water Quality program from Rogue Valley Sewer Services (RVSS) in early 2019. Each year since Public Works has performed an annual review of our Storm Water Quality Program. The programs that the City participates in are the Bear Creek Stewardship Day Along the Greenway at Pine Street, Salmon Watch, Arbor Day (Tree City USA Program), Leaf Collection in the City partnered with Rogue Disposal.

City has been approved (not yet issued) to become an agent of DEQ, for getting a 1200CN Permit. This will allow the city to issue Erosion and Sediment Control Permits to developers, currently developers have to go to DEQ for the permit. This will benefit the developers, with quicker response time, and will provide the city with additional revenue.

The Council inquired of the swale design standards, and who gets to decide what is put in. There is a standard on how much soil, and the type of plants that can be planted. The differences are from the choices of the design could be related to cost, and what the preference is of the property owner.

RESULT: FOR DISCUSSION ONLY

VIII. MAYOR'S REPORT

Mayor Hank Williams reported that: He attended the TRADCO meeting.

IX. CITY MANAGER'S REPORT

Chris Clayton reported that:

- Park Restrooms normally are closed 11/1, asking for permission to close Pfaff park restroom immediately with some of the vandalism that has been occurring on a regular basis.
- Reported on the W Pine St project, planning for the future to improve W Pine, struggling on cost escalation, working with ODOT to minimize the improvements to control the cost; at the MPO technical advisory committee meeting with the help of Stephanie Holtey we were able to get additional funds awarded to the project.
- He and Steve Weber met with Pacific Power regarding the Franchise Agreement.

- HR has completed a comprehensive salary survey for the management team.
- He attended the TRADCO meeting.
- Changes in Finance Staffing, at the next Council meeting there will be an introduction in all new staff with the City. There was a retirement in finance and the city will not be hiring a replacement, reallocating some duties, and some existing employees may receive extra for taking on more duties.
- Halloween Decorations are up downtown.
- Next week Dave Jacobs and he will be meeting with the Senior Center regarding selling the facility.
- He was contacted by Larry Martin who is going to be asking the council for a letter of support for a canal project rogue river valley irrigation.
- The Medium range weather forecast that we are going to get significant amount of rain Oct 20-24th a fair amount of flooding.

X. COUNCIL REPORTS

Council Member Tanea Browning reported that:

- She attended League of Oregon Cities meetings.
- She attended the Medford Water meeting.
- The Women's caucus had its first ever nomination committee meeting.
- She will be attending League of Oregon Cities annual meeting next week.
- She announced that there is a free afterschool program at Skyрман arboretum and Old Upton Creekside delivered by Direct Involvement Recreation Teaching.
- She announced that the eagle scout project that started in 2019 to make period appropriate furniture for the cabin at Skyрман Arboretum is nearly complete.
- DIRT is exploring the possibility of hosting a holiday stroll in the arboretum, pending DIRT staff availability .
- She would love to see how DIRT can coordinate with the City to help meet the storm water requirements and creative ways to educate the community in a passive manner.

Council Member Rob Hernandez reported that:

- He attended the kickoff meeting for the Shared Community Center via Zoom.
- He attended the SOREDI Board Meeting Tuesday via Zoom.

Council Member Mike Parsons reported that:

- He attended the Local Public Safety Coordinating Council Meeting as a citizen observer.
- He attended the Planning Commission Meeting
- He attended the Jackson County Council Against Domestic Violence & Sexual Violence event. October is Domestic Violence Awareness Month.

- He attended the Citizens Advisory Committee Meeting.

Council Member Melody Thueson reported that she attended School Board meeting, current news on schools they are now hiring substitutes out of high school.

Council Member Neil Olsen reported that he attended the Planning Commission Meeting.

County Commissioner Dave Dotter reported that the airport is putting in for a state grant to create and Aviation education and training center to provide vocational training.

XI. DEPARTMENT REPORTS

Planning Director Stephanie Holtey reported that:

- The Community Advisory Committee meeting went well.
- Monday night Cottage Housing tour, leaving City Hall around 4:30 and it takes 20min to get to the first location

Captain Scott Logue reported that:

- The new hires they have a couple of lateral officers that are progressing very nicely.
- This weekend is the annual charity softball tournament starts Friday night at 5:30.

IT Director Jason Richmond reported that they are exploring a new security camera vendor to add some new cameras to help with the vandalism in the parks.

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT

Melody Thueson moved to adjourn the meeting. Kelly Johnson seconded. All said Aye and the meeting was adjourned at 8:36p.m.

The foregoing minutes of the October 14, 2021, Council meeting were approved by the City Council at its meeting of _____, 2021.

Dated:

Mayor Hank Williams

ATTEST:

Minutes Acceptance: Minutes of Oct 14, 2021 7:00 PM (CONSENT AGENDA)

City Recorder



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Public Works
FROM:	Matt Samitore, Parks and Public Works Director		
MEETING DATE:	October 28, 2021		
SUBJECT:	Update on Dennis Richardson Memorial and War Memorial Construction Schedule		
ACTION REQUIRED:	Information/Direction	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

The City initially hired Galbraith and Associates to design the Dennis Richardson Memorial. Unfortunately, John Galbraith retired and closed his doors, so the City had to re-start the process with one of his former associates, Jim Love, who owns Terrain Landscape. The design has changed from the original Galbraith design with a smaller water feature, but keeping the same color schemes, berm, and overall concept plan.

The City had hoped to be under construction for the War Memorial Landscape and Irrigation renovation, but unfortunately, did not receive any qualified bids for the project. The City decided to wait to combine the projects into a larger construction project in the hope that it will generate more interest from the construction community.

Design for the War Memorial is complete, and the Dennis Richardson Design is scheduled to be completed by the new year. The City will be letting both projects in January 2022 with spring construction. The War Memorial is required to be completed by Memorial Day.

FINANCIAL ANALYSIS:

The Architect's estimate for the project is between \$240,000 and \$270,000. The City budgeted \$100,000 for the War Memorial project in the FY 2021/2023 budget.

LEGAL ANALYSIS: N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Goal 2- Build City pride and a positive image.

Strategies:

- a. Create a brand and launch awareness campaign, articulate vision, and mission, define values; b. Recognize the successes of Businesses, Citizens, and Government publicly;
- c. Communicate and celebrate events, honor our past and take pride in the future;
- d. Promote “healthy neighborhoods” by encouraging socioeconomic diversity. Design with health and safety in mind (i.e. Crime Prevention through Environmental Design) when making infrastructure improvements (including parks and schools);
- e. Review current codes in use for development and improvement. Revise as necessary to create “healthy neighborhoods”. Enforce codes in older established neighborhoods.

Goal 2- Provide high quality facilities, parks, and open spaces that attract resident and non-resident use.

Strategies:

- a. Prepare a finance program to maintain and expand recreation facilities, including fees, donations (land and money), sponsorships, levies, taxes and government support;
- b. 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;
- c. Develop public awareness of necessary steps to meet goals;
- d. Develop plans in conjunction with other governmental agencies and community organizations;
- e. Survey citizens to assess likelihood of support for bond issue to build a community recreation center

STAFF RECOMMENDATION:

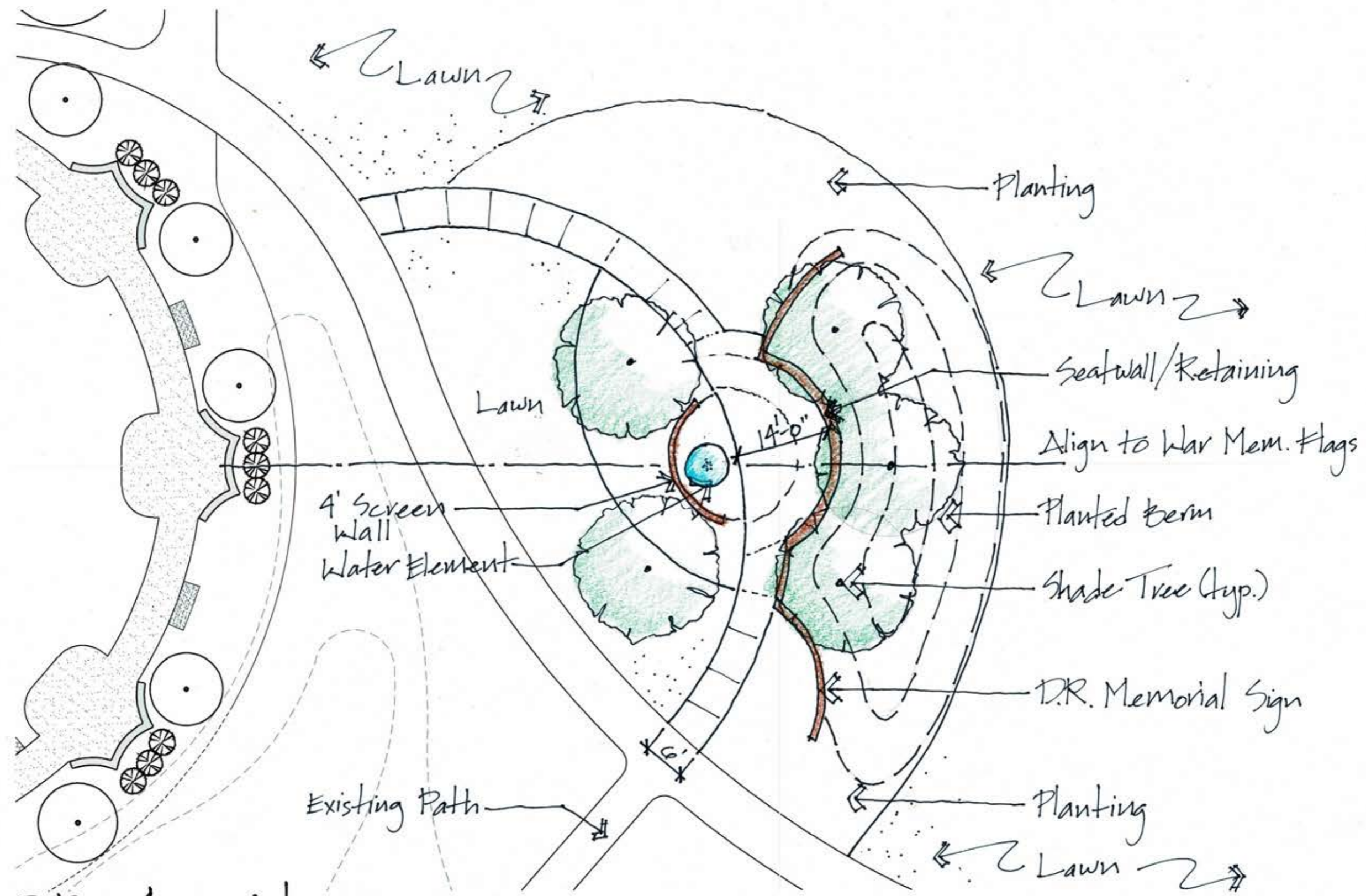
None at this time--discussion only.

RECOMMENDED MOTION:

None at this time.

ATTACHMENTS:

1. Terrain Concept Revision_08.30.21
2. Richardson - Landscape Images
3. 9.16.21 11
4. 9.16.21 12



D.R. Memorial
08.25.21



SQUARE OR ROUND STONE SLAB



CIRCULAR BASIN WITH SMALL GEYSER

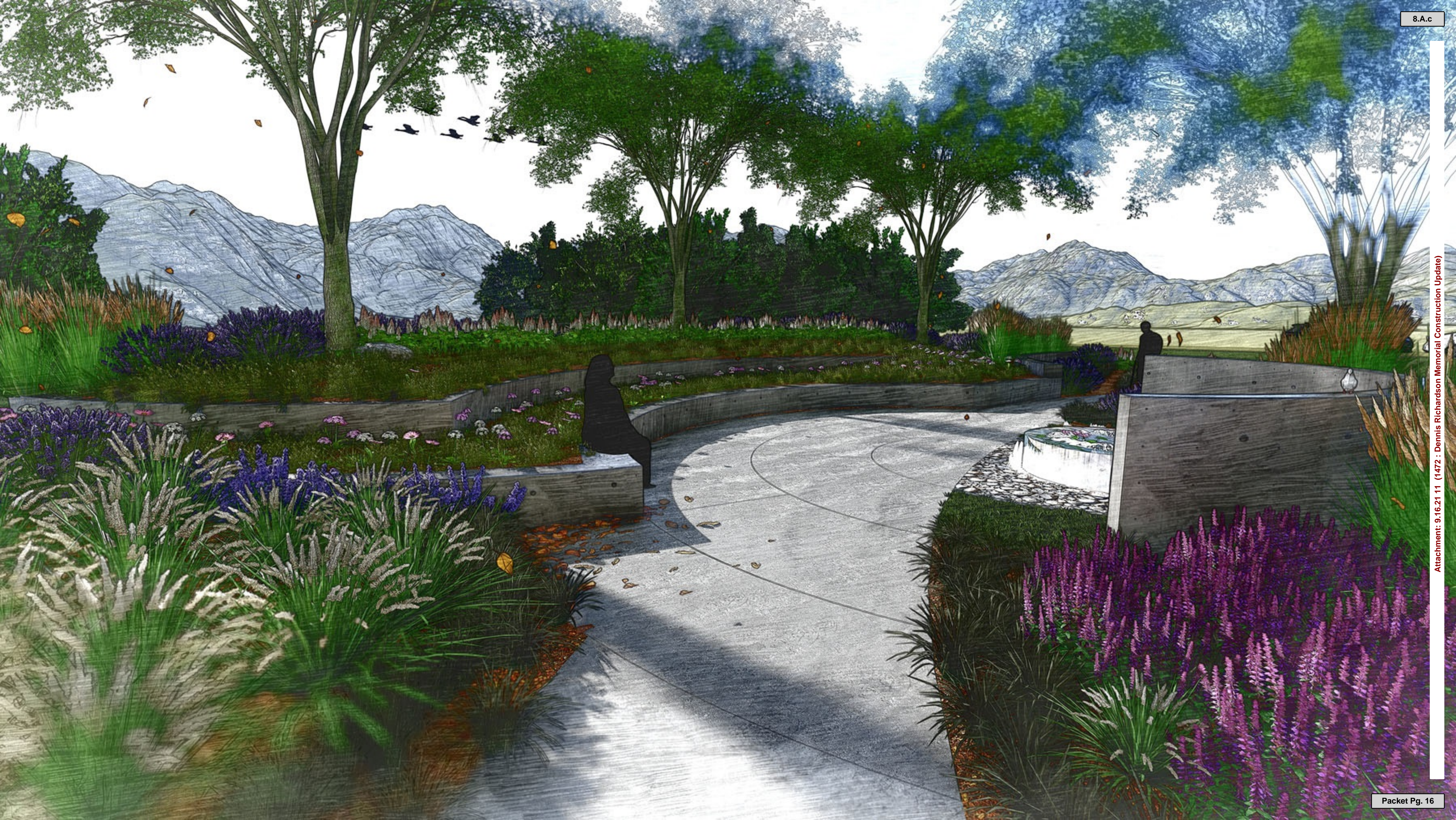


CONCRETE WATER BOWL W/ SMALL GEYSER



CIRCULAR CONC. FOUNTAIN

RICHARDSON MEMORIAL – PROPOSED WATER FEATURE



Attachment: 9.16.21 11 (1472 : Dennis Richardson Memorial Construction Update)





City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Community Development
FROM:	Stephanie Holtey, Planning Director		
MEETING DATE:	October 28, 2021		
SUBJECT:	2022 Transportation System Plan Update		
ACTION REQUIRED:	Information/Direction	RECOMMENDATION:	Not Applicable

BACKGROUND INFORMATION:

The City has received funding from the Oregon Department of Transportation (ODOT) to update its Transportation System Plan (TSP) that will include the newly expanded Urban Growth Boundary Area (UGB). The TSP is an Element in the Central Point Comprehensive Plan and has been prepared to comply with the Statewide Planning Goal 12, Transportation as articulated in the State Transportation Planning Rule (TPR) found in Oregon Administrative Rule (OAR) 660-012. The TPR recognizes the importance of consistent, reliable transportation facilities and services for people and businesses throughout the state and at the local level. To that end, the TSP provides a comprehensive evaluation of all relevant transportation modes that exist and that are needed to accommodate growth over the next 20-year period in a safe, economical and efficient manner.

The City's current TSP was adopted on December 18, 2008 by Ordinance No. 1922. The TSP identified thirty-two (32) Tier 1 (financially constrained) projects. These are projects that can be reasonably funded for construction within the 20-year planning period. Since its adoption, most of the short-term and many of the medium- and long-term projects have been completed. Additionally, the City and County have approved a UGB Amendment that will provide a land supply for residential, non-industrial employment, parks and open space. It is anticipated that the State will acknowledge the UGB Amendment in March 2022. Before lands can be annexed, the City is required to update the TSP to include the acknowledged UGB as part of a comprehensive analysis of the City's transportation facilities needed to identify improvements that can be reasonably funded over the next 20-year period.

At the October 28th City Council Meeting, staff will describe the transportation planning process, review components of the TSP and highlight some of the challenges we may encounter when developing the required transportation financing program. We will also provide an update of the status of the project and estimated timeline for completion based on the information available.

FINANCIAL ANALYSIS:

ODOT is authorized to allocate up to \$235,000 toward completion of the TSP update by a qualified consultant. It is anticipated that there will be no cost the City except for in-kind

expenses associated with staff time.

LEGAL ANALYSIS:

The TSP update prior to annexation of any lands newly added to the UGB per the County and City conditions of approval and requirements in the TPR.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

The TSP Update project is consistent with the Community Investment Strategic Priority, specifically Goals 1 and 5.

Goal 1, Strategy 2 is to seek and pursue grant opportunities to close fiscal gaps in projects that plan, design and/or implement projects related to development or redevelopment of lands within the UGB. This TSP Amendment is being funded by ODOT to assist the City in planning for future development in the UGB around a coordinated, efficient, economic and safe transportation system.

Goal 5 aims to plan, design and construct modern and efficient infrastructure in all areas and systems. The TSP Update implements strategies 1-4 by updating infrastructure and financing plans; partnering with other agencies to eliminate infrastructure deficiencies and build for the future; and, meeting the evolving needs of the community as Central Point grows.



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	Finance
FROM:	Steven Weber, Finance Director		
MEETING DATE:	October 28, 2021		
SUBJECT:	Plan of Action Letter		
ACTION REQUIRED:	Motion	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

When a municipality's financial audit results in deficiencies (findings) communicated by the auditor, the municipality must adopt a plan of action to address those deficiencies. A copy of that plan must be filed with the Secretary of State (ORS 297.466(2)).

At the July 8, 2021 City Council meeting Gatlin Hawkins with Isler CPA presented the results of the fiscal year 2019-20 financial audit. As part of his presentation he communicated to Council a deficiency in the processes used to reconcile the City's bank accounts at June 30, 2020. Checks dates in July 2020 were improperly included as reconciling items on the June 2020 bank reconciliation. Although an adjustment was made to properly report cash balances, the oversight could have caused the financial statements to be misstated.

Additional procedures and review process will be implemented to avoid this issue moving forward. The attached action plan, if approved, meets the criteria of ORS 297.466(2) which requires:

1. Addressed all financial audit deficiencies communicated by the auditor
2. Include the estimated period of time necessary to complete the planned actions
3. Be adopted by the governing body
4. Be filed with the Secretary of State within 30 days of filing the audit report.

FINANCIAL ANALYSIS:

N/A

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve the letter of Plan of Action as presented

RECOMMENDED MOTION:

I move to approve the letter of Plan of Action for the City of Central Point

ATTACHMENTS:

1. City of Central Point Plan of Action

City of Central Point, Oregon
 140 S Third Street, Central Point, OR 97502
 541.664.3321 Fax 541.664.6384
www.centralpointoregon.gov



Finance Department
 Steve Weber, Finance Director

October 28, 2021

Office of the Secretary of State
 Audits Division
 255 Capitol Street NE, Suite 500
 Salem, OR 97310

Plan of Action for the City of Central Point

The City of Central Point (City) respectfully submits the following corrective action plan in response to deficiencies reported in our audit of fiscal year ended June 30, 2020. The audit was completed by the independent auditing firm Isler CPA in Eugene, Oregon.

The deficiency is discussed below with the corrective action listed.

Bank Reconciliations

1. Bank reconciliations performed for cash balances as of June 30, 2020 improperly recorded certain checks written subsequent to June 30, 2020 as reconciling items. The inclusion of these checks as reconciling items would have caused the cash balances of several funds to be understated by significant amounts if corrections to the statements had not been made.

Corrective Action: Management reviewed and updated as necessary their processes and procedures as it relates to monthly bank reconciliations. The listing of reconciling items will not only include the check number and dollar amount but will also include the date of issuance so that the preparer and reviewer can see that no subsequently dated items are listed. Also, an additional staff member within the department will review the monthly reconciliation to ensure that no subsequently issued checks are included in the current list of reconciling items. This action plan can be implemented immediately.

If there are any questions regarding this plan, please contact Finance Director Steve Weber by phone at 541-423-1023 or via e-mail at steven.weber@centralpointoregon.gov.

Sincerely yours,

Steve Weber
 Finance Director

Hank Williams
 Mayor



City of Central Point Staff Report to Council

ISSUE SUMMARY

TO:	City Council	DEPARTMENT:	City Manager
FROM:	Chris Clayton, City Manager		
MEETING DATE:	October 28, 2021		
SUBJECT:	RRVID Letter of Support Request		
ACTION REQUIRED:	Motion	RECOMMENDATION:	Approval

BACKGROUND INFORMATION:

The Water for Irrigation, Streams, and Economy (WISE) Project began over a decade ago. The vision of WISE was to develop a regional plan for increasing irrigation water reliability and availability while also improving instream conditions in the Rogue Valley. However, after working towards funding the entire WISE project for more than a decade, the decision was made for local irrigation districts to pursue smaller piping projects that were more affordable, but shared similar goals/objectives with the WISE project.

Joint System Canal Piping Project

Rogue River Valley Irrigation District and Medford Irrigation District collectively serve 2,225 farms across 21,758 irrigated acres. The two districts move water to farmers through the 13.6-mile Joint System Canal, an earthen and concrete-lined canal first constructed in 1902 with improvements made in the 1950s.

The aging canal infrastructure is at risk from catastrophic failures, known as "blow outs", which can cause flooding with impacts to downslope properties and structures. Blow outs can occur due to many causes that impact the structural integrity of the canal or

siphon, including cumulative effects from livestock crossing the canal, rodent activity, or falling trees.

Properties and structures along the canal are also at risk from wildfire. The Alameda fire of September 2020 destroyed over 2,700 buildings in nearby communities and the Medford Irrigation District sustained damage to its water delivery system.

The earthen canal system currently loses 13 percent of its water due to evaporation and seepage. Water losses exacerbate the impact of drought, an ongoing challenge in the county. The districts have not had enough water in the last 10 years to make deliveries for the full irrigation season, impacting agricultural production. These losses also contribute to lower streamflows that affect fish and aquatic habitat.

Note: Complete project summary/information attached.

FINANCIAL ANALYSIS:

There is no direct cost related to the City of Central Point for supporting this project. However, Central Point has deep agricultural roots, and supporting this project has the potential to benefit community members that participate in the local agricultural economy.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Community Investment

GOAL 2 - Be a city filled with happy, healthy people who are thriving.

STRATEGY 4 – Explore partnerships and opportunities to develop and implement urban agriculture projects within the Urban Growth Boundary. (Happy people eat well and know where food comes from).

STAFF RECOMMENDATION:

Staff Recommends a City Council motion authorizing the City Manager to generate a letter of support for the RRVID's Joint System Canal Piping Project.

RECOMMENDED MOTION:

I move to authorize the city manager to issue a letter of support for the RRVID Joint System Canal Piping Project.

ATTACHMENTS:

1. RRVID Joint System Canal Piping Project
2. Final WISE letter OCTOBER 2021

Joint System Canal Piping Project

SPONSORS: **Rogue River Valley Irrigation District and Medford Irrigation District**

PROJECT PARTNERS: Energy Trust of Oregon, Farmers Conservation Alliance, Jackson County Soil and Water Conservation District, Rogue River Watershed Council, Trout Unlimited

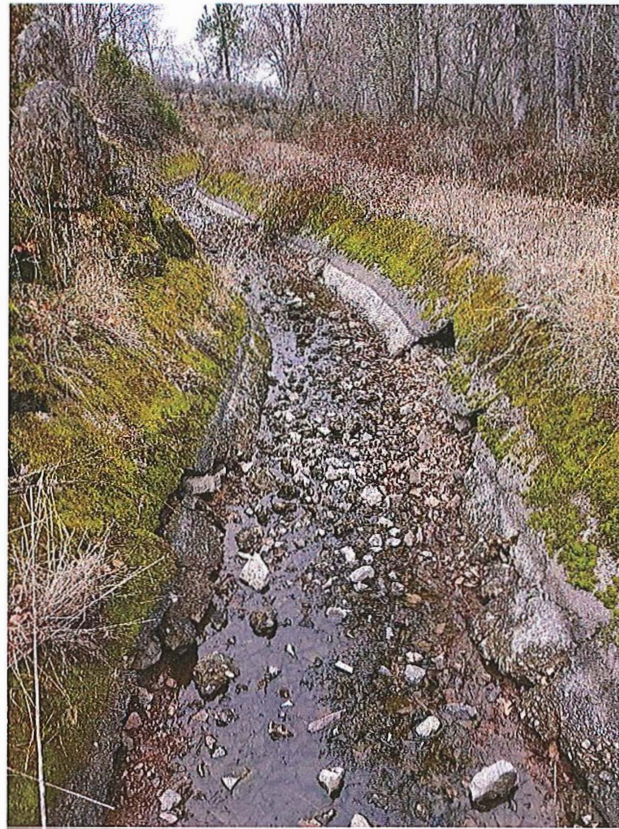
BACKGROUND

Rogue River Valley Irrigation District and Medford Irrigation District collectively serve 2,225 farms across 21,758 irrigated acres. The two districts move water to farmers through the 13.6-mile Joint System Canal, an earthen and concrete-lined canal first constructed in 1902 with improvements made in the 1950s.

The aging canal infrastructure is at risk from catastrophic failures, known as "blow outs", which can cause flooding with impacts to downslope properties and structures. Blow outs can occur due to many causes that impact the structural integrity of the canal or siphon, including cumulative effects from livestock crossing the canal, rodent activity, or falling trees.

Properties and structures along the canal are also at risk from wildfire. The Alameda fire of September 2020 destroyed over 2,700 buildings in nearby communities and the Medford Irrigation District sustained damage to its water delivery system.

The earthen canal system currently loses 13 percent of its water due to evaporation and seepage. Water losses exacerbate the impact of drought, an ongoing challenge in the county. The districts have not had enough water in the last 10 years to make deliveries for the full irrigation season, impacting agricultural production. These losses also contribute to lower streamflows that affect fish and aquatic habitat.



South Fork Canal

PROPOSED PROJECT

The project seeks to pipe the 13.6-mile Joint System Canal, including North and South Fork Diversion Canals. The project will also replace the siphon on the North Fork Diversion Canal as well as the Lake Creek, Osborne, and Wyatt siphons on the Joint System Canal. Depending on findings from design processes and basin stakeholder input, the project may also modify the diversion structures on both creeks if needed to improve fish passage.

Upgrading the canal system to a pipe dramatically reduces the risk of flooding caused by blowouts and eliminates water losses due to seepage and evaporation. The project would also install standpipes to provide pressurized water to fire departments, allowing quicker response to rural structure or wildland fires.

BENEFITS

Piping these canals could provide the following benefits for the two districts, local farms, fish, and the community:

- Create or sustain up to 476 short-term construction jobs and sustain nearly 600 jobs in the local agricultural economy.
- Mitigate drought impacts by providing more reliable water delivery to farms and save 2,598 acre-feet of water annually.
- Improve wildfire suppression capability with pressurized water and standpipes to protect nearby homes and structures.
- Enhance streamflow and water quality in Little Butte Creek.
- Improve fish passage conditions and aquatic habitat for the federally threatened Lost River sucker and Southern Oregon/Northern California coho salmon, and sensitive species including chinook, bull trout, steelhead trout, and pacific lamprey.
- Enable the conservation of up to 44,000 kWh of energy and over \$4,000 in annual pumping costs for farmers served by the canal.
- Dramatically reduce flooding risks to downslope properties and structures by reducing the risk of infrastructure failures.
- Decrease district operations and maintenance costs.

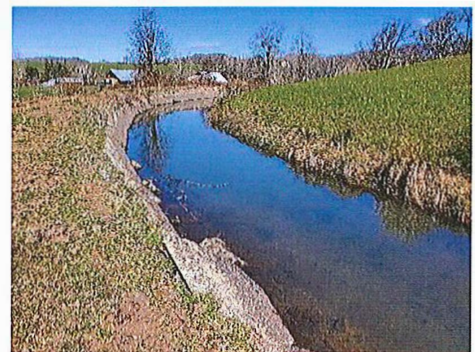


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FUNDING AND PHASES

Modernizing the Joint System Canal will cost an estimated \$56.2 million based on a high-level design. The size of the project requires a phased approach to design the pipeline, apply for grants, secure funding, complete permitting, construction, and other steps.

At this time, the two irrigation districts are actively working to secure federal and state funding for the project, moving through design and permitting processes, and worldng with local and regional stakeholders to maximize project benefits.

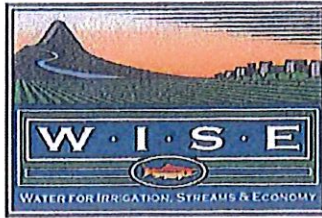


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PROJECT CONTACTS

For additional information about the project, please contact:
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Jack Friend, Medford Irrigation District, (541) 899-9913, medid@medfordid.org
Jed Jorgensen, Farmers Conservation Alliance, (541) 256-4450, jed.jorgensen@fcasolutions.org

Attachment: RRVID Joint System Canal Piping Project (1475 : RRVID Letter of Support)



April 28, 2021

The Water for Irrigation, Streams, and Economy (WISE) Project began over a decade ago. The vision of WISE was to develop a regional plan for increasing irrigation water reliability and availability while also improving instream conditions in the Rogue Valley. In 2019, WISE completed the preliminary engineering report, including:

- Preliminary designs for piping the entire project, in-canal hydroelectric stations, and a Rogue River pump station,
- A water rights evaluation,
- Water availability model of the entire system over various water year types, and
- A cost estimate for each segment of the project as well as an overall cost for full project buildout.

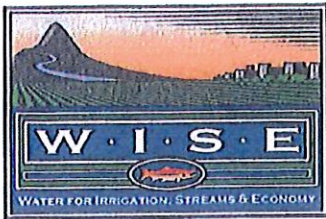
This work has shown that the vision of WISE was well-founded and can be met. Due to the cost of the WISE Project and the low likelihood of obtaining funding to implement the entire project, our strategy has changed. A more realistic approach appears to follow the model of the Bradshaw Drop Piping Project completed by the Rogue River Valley Irrigation District. This 3.2-mile canal piping project was designated as a Demonstration Project of WISE and met most of the goals of WISE including water conservation, dedication of water instream, and water quality improvements. It was funded by a combination of federal, state, and local sources. For more information on the completed Bradshaw Drop Piping Project, a Story Map Presentation is available on Rogue River Valley Irrigation District's website – <https://www.rrvld.org/bradshaw-drop/>.

The three irrigation districts that are members of the WISE Partners have all signed up with Farmers Conservation Alliance (FCA) to develop System Improvement Plans that will position the districts to pursue funding to construct additional segments of the WISE Project. FCA brings funding from Energy Trust and other sources to provide a diversified staff ranging from irrigation engineers to experts experienced in finding funding sources to get these projects in the ground. FCA is utilizing technical information produced by WISE and is capitalizing on years of collaboration and continued interest of the WISE Project Partners to work towards achieving the goals of WISE.

The irrigation districts, with the assistance of FCA and others, are currently in the planning stages for more piping projects that support the overall vision of WISE. Because of the change in focus and timeline of WISE, the leadership board of partners has been disbanded. Should a formal WISE Board be needed, the next steps would be to establish a more formal governance structure and then determine how to obtain the needed funding for phased project implementation.

City of Medford • Medford Water Commission • Talent Irrigation District • Medford Irrigation District • Rogue River Valley Irrigation District • Jackson County
 Jackson County Farm Bureau • Jackson Soil & Water Conservation District • Rogue River Watershed Council
 Bear Creek Corporation • Oregon Water Trust • WaterWatch of Oregon • Oregon Watershed Enhancement Board • Oregon Water Resources Department
 Rogue Basin Partnership • Rogue Valley Council of Governments • Rogue Valley Sewer Services • Bureau of Reclamation

Attachment: Final WISE letter OCTOBER 2021 (1475 : RRVLD Letter of Support)




Thank you to all the people, organizations, agencies, and municipalities that helped in the development of WISE and its important and ambitious mission to develop a strategy for water management through the twenty-first century here in the Rogue Valley. We hope to count on your continued support as planning and the pursuit of funding sources for these critically important water conservation projects moves forward.

Founding WISE Partners:

City of Medford

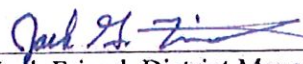
Jackson County



Roger Thom, Utilities Engineer


John Vial, Director of Roads & Parks

Medford Irrigation District

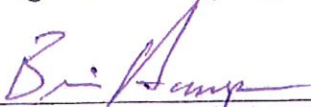
Medford Water Commission

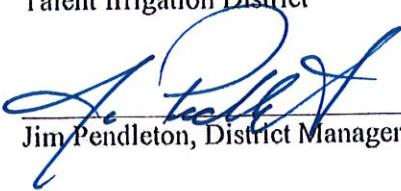

Jack Friend, District Manager


Craig Harper, Watershed Administrator

Rogue River Valley Irrigation District

Talent Irrigation District


Brian Hampson, District Manager


Jim Pendleton, District Manager

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Attachment: Final WISE letter OCTOBER 2021 (1475 : RRVID Letter of Support)