

**CITY OF CENTRAL POINT  
City Council Meeting Agenda  
May 24, 2012**

Next Res.1332  
Next Ord. No.1960

**Central Point  
City Hall  
664-3321**

**City Council**

**Mayor**  
Hank Williams

**Ward I**  
Bruce Dingler

**Ward II**  
Kelly Geiger

**Ward III**  
Ellie George

**Ward IV**  
Allen Broderick

**At Large**  
Carol Fischer  
Kay Harrison

**Administration**  
Phil Messina, City  
Manager  
Chris Clayton, Assistant  
City Manager  
Deanna Casey, City  
Recorder

**Community  
Development  
Department**  
Tom Humphrey, Director

**Finance Department**  
Bev Adams, Director

**Human Resources**  
Barb Robson, Director

**Parks and Public Works  
Department**  
Matt Samitore, Director  
Jennifer Boardman,  
Manager

**Police Department**  
Jon Zeliff, Chief

**I. REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC APPEARANCES**

**V. CONSENT AGENDA**

- |          |    |   |
|----------|----|---|
| Pg 2 - 6 | A. | Approval of May 10, 2012 City Council Minutes       |
| 7 - 13   | B. | Acceptance of the Third Quarter Financial Statement |
| 14 - 15  | C. | Approval of Battle of the Bones Street Closures     |

**VI. ITEMS REMOVED FROM CONSENT AGENDA**

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

- |         |    |  |
|---------|----|--|
| 17 - 22 | A. | Second Reading - Ordinance No. _____, An Ordinance Amending the Central Point Zoning Map and Comprehensive Plan Map in the Vicinity of Table Rock and Biddle Roads Replacing 7.61 Acres of Land Zoned C-N, Neighborhood Commercial to M-1 Industrial and from Neighborhood Convenience to Light Industrial in the Comprehensive Plan (372W01CA, TL 100, 200, 301, 400, 500, 600, 700 & 800) (Humphrey) |
| 24 - 30 | B. | Resolution No. _____, Approving an Intergovernmental Agreement Between the Medford Water Commission and its Outside City Customers Central Point, Eagle Point, Phoenix, Talent, and Jacksonville to Administer Grant Funds Dedicated to Studying Water Conservation (Clayton)  |

**VIII. MAYOR'S REPORT**

**IX. CITY MANAGER'S REPORT**

**X. COUNCIL REPORTS**

**XI. DEPARTMENT REPORTS**

**XII. EXECUTIVE SESSION**

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

**XIII. ADJOURNMENT**

# Consent Agenda

**CITY OF CENTRAL POINT  
City Council Meeting Minutes  
May 10, 2012**

**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, Carol Fischer, Kelly Geiger, and Kay Harrison were present. Ellie George was absent.

City Manager Phil Messina; City Attorney Paul Nolte; Police Chief Jon Zeliff; Community Development Director Tom Humphrey; Human Resource Director Barb Robson; Assistant City Manager Chris Clayton; and City Recorder Deanna Casey were also present.

**IV. PUBLIC APPEARANCES**

United States Postal Service Representative

Mr. Russell Rainey from the Real Estate Division of the United States Post Office addressed the council to inform them that the Federal Post Office is now in the phase of final preparation for selling the Central Point building at 625 E. Pine Street. He stated that the Post Office plans to relocate in the core of downtown Central Point. They are asking for recommendations of buildings in the area between, Front Street, Interstate 5, Manzanita and Alder. They will still have the same services available in the new location, but they are in need of a smaller building. They will be consolidating the vehicles at the Sage Road building. The current building is too large for their needs and they feel that it is best if they lease something smaller to save energy.

The Federal Post Office will be keeping the Central Point Mayor involved in all actions taken for this facility. There will also be 30 days after each action for the community to voice their concerns and opinions.

Mr. Rainey stated that the City has allowed for him to be in the Council Chambers on Friday morning between 10:00 a.m. and 11:30 a.m. to answer questions from the public.

**V. CONSENT AGENDA**

- A. Approval of April 26, 2012, City Council Minutes
- B. Proclamation – National Police Week May 13 – 19, 2012 and Peace Officers Memorial Day

**Allen Broderick made a motion to approve the Consent Agenda as presented.** Kay Harrison seconded. Roll call: Allen Broderick, yes, Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

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

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

**A. Public Hearing – First Reading of an Ordinance Amending the Central Point Zoning Map and Comprehensive Plan Map in the Vicinity of Table Rock and Biddle Roads Replacing 7.61 Acres of Land Zoned C-N, Neighborhood Commercial to M-1 Industrial and from Neighborhood Convenience to Light Industrial in the Comprehensive Plan (372W01CA, TL 100, 200, 301, 400, 500, 600, 700 & 800)**

Community Development Director Tom Humphrey stated that this is a public hearing and the first reading of an ordinance to consider comprehensive plan and municipal code zoning amendments.

The Community Development Department has had conversations with property owners along Table Rock Road regarding the C-N, Neighborhood Commercial zoning in which their properties are located. These property owners believe that the nature of their light manufacturing businesses don't fit in this land use designation and zoning category.

The C-N Neighborhood Commercial zoning category was intended for use in predominantly residential settings to accommodate convenience markets. Originally the Central Point East Subdivision was going to have a connecting street to Table Rock and the plan was to have zoning for a neighborhood market at that proposed intersection. That connection never took place and the property owners would now like to change the zoning to match other properties in the area and their original businesses.

The Citizens Advisory Committee and the Planning Commission are in support of this proposal and recommended approval by the City Council. There was one property owner who expressed concern about the home which is located in the area. Their concerns were addressed by the Planning Commission.

Mayor Williams opened the Public Hearing. No one came forward and the public hearing was closed at 7:25 p.m.

There was a brief discussion regarding annexing the properties along Table Rock Road. Mr. Humphrey stated that staff has not approached the property owners but could begin discussions on this. He believes that changing the zoning along this area would encourage the owners to annex. At this time there is no incentive to annex to the city.

**Kay Harrison made a motion to move to second reading an Ordinance Amending the Central Point Zoning Map and Comprehensive Plan Map in the Vicinity of Table Rock and Biddle Roads Replacing 7.61 Acres of Land Zoned C-N, Neighborhood Commercial to M-1 Industrial and from Neighborhood Convenience to Light Industrial in the Comprehensive Plan (372W01CA, TL 100, 200, 301, 400, 500, 600, 700 & 800).** Carol Fischer seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

## VIII. BUSINESS

### A. Committee Appointments

Mayor Williams stated that there are several vacancies on the Parks and Recreation Foundation. We have received two applications. Holly Drake works at Peoples Bank in Central Point and lives on Isherwood Drive, and Robert Coplen lives on Valley Heart Lane and works for the Rogue Creamery. Mayor Williams recommends appointing both the Parks Foundation.

**Kay Harrison made a motion to appoint Holly Drake and Robert Coplen to the Parks Foundation with terms ending December 31, 2015.** Carol Fischer seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

Mayor Williams stated that the Multicultural Committee currently has four members. The City has received an application from Adam McCarthy who works for Harry and David and lives on Rock Way. Mayor Williams recommends appointing Mr. McCarthy to the Multicultural Committee.

Mr. McCarthy introduced himself to the City Council, he is looking forward to being part of the community and looks forward to helping make sure that multiple cultures are represented at the local government level.

**Bruce Dinger made a motion to appoint Adam McCarthy to the Multicultural Committee with a term ending December 31, 2015.** Carol Fischer seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

### B. Planning Commission Report

Community Development Director Tom Humphrey reported that the Planning Commission discussed one item on May 1, 2012. They considered the Comprehensive Plan (map) and Municipal Code Zoning (map) amendments from C-N, Neighborhood Commercial to M-1, light Industrial on Table Rock Road. The amendment was initiated by the City Council to make land use and zoning along Table Rock Road more consistent with Jackson County and the City of Medford designations. This change could create an incentive for new businesses to annex and/or relocate to Central Point. The proposal is supported by the state and local

agencies and there were no adverse impacts identified by them or property owners in the area. The Commission recommended approval by the City Council.

**Kay Harrison made a motion to approve the Planning Commission report as presented for May 1, 2012.** Allen Broderick seconded. Roll call: Allen Broderick, yes, Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

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

Mayor Williams stated that he had no report at this time because he had been out of town for several weeks.

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

City Manager Phil Messina reported that he:

- Attended a SOREDI meeting where they have made some positive moves on the Angel Investment program. There are a network of companies in the area that will benefit from this program.
- We are an official sponsor of the Red, White and Boom celebration again for 2012. There will be several events going at the Expo to accommodate the crowd.
- He attended the Medford Water Commission meeting last week.
- Staff is asking for an Executive Session after the regular meeting to discuss union negotiations.

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

Council Member Carol Fischer reported that she attended the Budget Committee meeting and a grand opening for RVTD.

Council Member Kay Harrison reported that:

- She attended the RVSS Board meeting
- She attended an Medford Water Commission Meeting
- RVCOG has sent out surveys to all their members. Please complete the surveys they will help plan their future.

Council Member Allen Broderick stated that he attended the Budget Committee meeting, Arts Commission meeting, and the Parks and Recreation meeting where they talked about master planning.

#### **XII. DEPARTMENT REPORTS**

Police Chief Jon Zelif reported that the department has been busy in preparation of the change of command. They have announced that Jarod Pomeroy will be the new Lieutenant. They shall continue to fill the vacancies from within.

Community Development Director Tom Humphrey stated that there is a tentative schedule for the next phase of the RPS process. Hopefully the Planning

Commission and City Council will have their responsibilities complete by November.

**XIII. EXECUTIVE SESSION**

**Kay Harrison made a motion to adjourn into Executive Session under ORS 192-660 (2)(d) Labor Negotiations.** Carol Fischer seconded. All said “aye” and the meeting was adjourned into executive session at 7:45 pm.

The Council returned to regular meeting at 8:20 p.m. No action was taken.

**XIV. ADJOURNMENT**

Kay Harrison moved to adjourn, Carol Fischer seconded, all said “aye” and the Council Meeting was adjourned at 8:23 p.m.

The foregoing minutes of the May 10, 2012, Council meeting were approved by the City Council at its meeting of May 26, 2012.

Dated:

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder





---

Staff Report

Finance Department  
Bev Adams, Finance Director

---

To: Mayor & Council  
From: Bev Adams, Finance Director *BA*  
Date: May 24, 2012  
Subject: 3<sup>rd</sup> Quarter Financial Statements

---

**Background:**

Attached are the 3<sup>rd</sup> quarter financial statements for the period ending March 31, 2012. As of the end of March, we are 75% of the way through the fiscal year.

Overall, revenues are coming in consistent with budget appropriations (per conservative budget estimates) for this fiscal year with General Fund revenues a little higher at 87% of budget appropriations due in majority to property tax receipts.

However, Water Fund revenues at 68% of an already conservative budget appropriation continue to be a concern. At this point in the fiscal year, the strength of water revenue is based substantially on extended warm weather, and we have not experienced that to date. However, we are aware that a portion of this shortfall is that the water rates have not been adjusted within the annual period as previously projected, and we are now in the process of a rate review and update which we will bring for Council approval later this year.

Expenses for General and all other funds (please refer to page 6 expense recap) are within budgetary authority and guidelines for this period.

**Recommended Action:**

That Council approve the 3<sup>rd</sup> quarter financial statements as presented.

**City of Central Point**  
**Council Financial Statements**  
**For period ending March 31, 2012**

Fiscal Year to date 75.00%

	2011/12 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
<b>General Fund - 10</b>				
<b>Revenues</b>				
Taxes	\$5,616,000	\$5,280,934	\$335,066	94.03%
Licenses & Fees	52,100	51,613	488	99.06%
Intergovernmental	466,000	253,624	212,376	54.43%
Charges for Service	809,500	620,981	188,519	76.71%
Fines and Forfeitures	171,000	136,168	34,832	79.63%
Interest Income	20,000	23,898	(3,898)	119.49%
Miscellaneous	157,000	28,260	128,740	18.00%
Transfers In	35,000	10,000	25,000	28.57%
<b>Total Revenues</b>	<b>7,326,600</b>	<b>6,405,478</b>	<b>921,122</b>	<b>87.43%</b>
<b>Expenditures by Department</b>				
Administration	729,500	549,339	180,161	75.30%
City Enhancement	218,000	116,914	101,086	53.63%
Technical Services	479,200	331,544	147,656	69.19%
Mayor & Council	70,050	38,636	31,414	55.16%
Finance	750,700	561,995	188,705	74.86%
Parks & Recreation - Parks	706,600	476,834	229,766	67.48%
Parks & Recreation - Recreation	485,150	263,820	221,330	54.38%
Planning	475,500	319,851	155,649	67.27%
Police	3,442,000	2,688,342	753,658	78.10%
Interdepartmental	200,000	52,371	147,629	26.19%
Transfers Out	427,900	427,900	0	100.00%
Contingency	150,000	0	150,000	0.00%
<b>Total Expenditures by Department</b>	<b>8,134,600</b>	<b>5,827,547</b>	<b>2,307,053</b>	<b>71.64%</b>
Net Change in Fund Balance		577,931		
Beginning Fund Balance	2,824,550	3,344,131	519,581	
Ending Fund Balance	2,016,550	3,922,062	1,905,512	

	2011/12 Budget	Revenues & Expenditures	Difference	Percentage Received/Used
<b>High Tech Crime Task Force Fund</b>				
<b>Revenues</b>				
Intergovernmental Revenue	\$530,500	\$175,978	\$354,522	33.17%
Charges for Services	50,000	4,424	45,576	8.85%
Interest Income	0	0	0	0.00%
Interfund Transfers	237,900	237,900	0	100.00%
<b>Total Revenues</b>	<b>818,400</b>	<b>418,302</b>	<b>400,099</b>	<b>51.11%</b>
<b>Expenditures</b>				
Operations	406,850	234,062	172,788	57.53%
Capital Outlay	141,000	137,104	3,896	97.24%
Contingency	0	0	0	0.00%
<b>Total Expenditures</b>	<b>547,850</b>	<b>371,166</b>	<b>176,684</b>	<b>67.75%</b>
Net Change in Fund Balance		\$47,136		
Beginning Fund Balance	10,000	0	(10,000)	
Ending Fund Balance	280,550	47,136	(233,414)	

**City of Central Point**  
**Council Financial Statements**  
**For period ending March 31, 2012**

Fiscal Year to date 75.00%

	2011/12 Budget	Revenues & Expenditures	Difference	Percentage Received/Used
<b>Street Fund - 20</b>				
<b>Revenues</b>				
Water Franchise Tax	\$135,000	\$79,032	\$55,968	58.54%
Charges for Services	482,500	389,192	93,308	80.66%
Intergovernmental Revenue	2,411,860	1,128,553	1,283,307	46.79%
Interest Income	8,000	9,495	(1,495)	118.69%
Miscellaneous	0	54,946	(54,946)	0.00%
Transfers In	50,000	50,000	0	100.00%
<b>Total Revenues</b>	<b>3,087,360</b>	<b>1,711,219</b>	<b>1,376,141</b>	<b>55.43%</b>
<b>Expenditures</b>				
Operations	2,743,650	\$1,201,405	1,542,245	43.79%
SDC	100,200	72,841	27,359	72.70%
Contingency	100,000	0	100,000	0.00%
<b>Total Expenditures</b>	<b>2,943,850</b>	<b>1,274,246</b>	<b>1,669,604</b>	<b>43.29%</b>
Net Change in Fund Balance		\$436,972		
Beginning Fund Balance	2,045,760	<b>1,963,473</b>	(82,287)	
Ending Fund Balance	<u>2,189,270</u>	<u>2,400,445</u>	<u>211,175</u>	

<b>Housing Fund - 25</b>				
<b>Revenues</b>				
Interest Income	\$250	\$206	\$44	82.24%
Loan Principal Payments	25,000	0	25,000	0.00%
<b>Total Revenues</b>	<b>25,250</b>	<b>206</b>	<b>25,044</b>	<b>0.81%</b>
<b>Expenditures</b>				
Materials and Services	5,000	3,750	1,250	75.00%
Transfers Out	25,000	0	25,000	0.00%
<b>Total Expenditures</b>	<b>30,000</b>	<b>3,750</b>	<b>26,250</b>	<b>12.50%</b>
Net Change in Fund Balance		(\$3,544)		
Beginning Fund Balance	45,190	<b>45,145</b>	(45)	
Ending Fund Balance	<u>40,440</u>	<u>41,601</u>	<u>1,161</u>	

<b>Capital Improvement Fund - 30</b>				
<b>Revenues</b>				
Intergovernmental	\$0	\$0	\$0	0.00%
Charges for Services	60,000	27,399	32,601	45.66%
Interest Income	500	263	237	52.54%
<b>Total Revenues</b>	<b>60,500</b>	<b>27,662</b>	<b>32,838</b>	<b>45.72%</b>
<b>Expenditures</b>				
Parks Projects	0	0	0	0.00%
Parks Projects - SDC	95,000	0	95,000	0.00%
Transfers Out	35,000	35,000	0	0.00%
<b>Total Expenditures</b>	<b>130,000</b>	<b>35,000</b>	<b>95,000</b>	<b>26.92%</b>
Net Change in Fund Balance		(\$7,338)		
Beginning Fund Balance	63,000	<b>68,167</b>	5,167	
Ending Fund Balance	<u>28,500</u>	<u>60,829</u>	<u>32,329</u>	

**City of Central Point**  
**Council Financial Statements**  
**For period ending March 31, 2012**

		<i>Fiscal Year to date</i>		<u>75.00%</u>
	2011/12 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
<b>Reserve Fund- 35</b>				
<b>Revenues</b>				
Interest	\$2,000	\$2,251	(\$251)	112.56%
Transfers In	180,000	180,000	0	100.00%
<b>Total Revenues</b>	<b>182,000</b>	<b>182,251</b>	<b>0</b>	<b>100.14%</b>
Net Change in Fund Balance		182,251		
Beginning Fund Balance	300,300	<b>300,613</b>	313	
Ending Fund Balance	<u>482,300</u>	<u>482,864</u>	<u>564</u>	
<b>Debt Service Fund- 40</b>				
<b>Revenues</b>				
Charges for Service	\$217,700	\$170,537	\$47,163	78.34%
Interest Income	500	375	125	74.97%
Intergovernmental	162,900	162,864	36	99.98%
Special Assessments	70,000	36,799	33,201	52.57%
Transfers In	225,200	225,200	0	100.00%
<b>Total Revenues</b>	<b>676,300</b>	<b>595,774</b>	<b>80,526</b>	<b>88.09%</b>
<b>Expenditures</b>				
Debt Service	651,970	531,053	120,917	81.45%
<b>Total Expenditures</b>	<b>651,970</b>	<b>531,053</b>	<b>120,917</b>	<b>81.45%</b>
Net Change in Fund Balance		\$64,721		
Beginning Fund Balance	23,000	<b>7,094</b>	(15,906)	
Ending Fund Balance	<u>47,330</u>	<u>71,815</u>	<u>24,485</u>	
<b>Building Fund- 50</b>				
<b>Revenues</b>				
Charges for Service	\$177,300	\$0	\$177,300	0.00%
Interest Income	1,000	861	139	86.14%
Miscellaneous	0	48,306	(48,306)	0.00%
<b>Total Revenues</b>	<b>178,300</b>	<b>49,167</b>	<b>129,133</b>	<b>27.58%</b>
<b>Expenditures</b>				
Personal Services	118,750	81,386	37,364	68.54%
Materials and Services	12,200	8,706	3,494	71.36%
Contingency	5,000	0	5,000	0.00%
<b>Total Expenditures</b>	<b>135,950</b>	<b>90,092</b>	<b>45,858</b>	<b>66.27%</b>
Net Change in Fund Balance		(\$40,925)		
Beginning Fund Balance	139,550	<b>187,031</b>	47,481	
Ending Fund Balance	<u>181,900</u>	<u>146,106</u>	<u>(35,794)</u>	

**City of Central Point**  
**Council Financial Statements**  
**For period ending March 31, 2012**

Fiscal Year to date 75.00%

	2011/12 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
<b>Water Fund - 55</b>				
<b>Revenues</b>				
Charges for Services	\$2,677,500	\$1,826,355	\$851,145	68.21%
Interest Income	10,000	6,441	3,560	64.41%
Miscellaneous	5,000,000	2,352,187	2,647,813	47.04%
<b>Total Revenues</b>	<b>7,687,500</b>	<b>4,184,982</b>	<b>3,502,518</b>	<b>54.44%</b>
<b>Expenditures</b>				
Operations	6,105,340	2,452,245	3,653,095	40.17%
SDC Improvements	1,675,000	1,605,739	69,261	95.87%
Contingency	145,000	0	145,000	0.00%
<b>Total Expenditures</b>	<b>7,925,340</b>	<b>4,057,985</b>	<b>3,867,355</b>	<b>51.20%</b>
Net Change in Fund Balance		\$126,998		
Beginning Fund Balance	1,722,880	1,722,880	0	
Ending Fund Balance	1,513,550	1,849,878	336,328	
<b>Stormwater Fund - 57</b>				
<b>Revenues</b>				
Charges for Services	\$697,250	\$524,377	\$172,873	75.21%
Interest Income	2,000	1,814	186	90.71%
Miscellaneous	0	575	(575)	0.00%
<b>Total Revenues</b>	<b>699,250</b>	<b>526,766</b>	<b>172,484</b>	<b>75.33%</b>
<b>Expenditures</b>				
Operations	625,650	433,882	191,768	69.35%
SDC	68,000	8,000	60,000	11.76%
Contingency	35,000	0	35,000	0.00%
<b>Total Expenditures</b>	<b>728,650</b>	<b>441,882</b>	<b>286,768</b>	<b>60.64%</b>
Net Change in Fund Balance		\$84,884		
Beginning Fund Balance	316,550	380,505	63,955	
Ending Fund Balance	287,150	465,389	178,239	

**City of Central Point  
Council Financial Statements  
For period ending March 31, 2012**

Fiscal Year to date 75.00%

	2011/12 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
<b>Internal Services Fund - 60</b>				
<b>Revenues</b>				
Charges for Services	\$1,136,500	\$843,494	\$293,006	74.22%
Intergovernmental	\$33,000	\$0	\$33,000	0.00%
Interest Income	3,000	1,358	1,642	45.26%
Miscellaneous	15,000	21,814	(6,814)	145.43%
<b>Total Revenues</b>	<b>1,187,500</b>	<b>866,666</b>	<b>320,834</b>	<b>72.98%</b>
<b>Expenditures</b>				
Facilities Maintenance	270,000	216,314	53,686	80.12%
PW Administration	567,250	402,494	164,756	70.96%
PW Fleet Maintenance	437,200	193,627	243,573	44.29%
Contingency	0	0	0	0.00%
Interfund Transfers	180,000	180,000	0	0.00%
<b>Total Expenditures</b>	<b>1,454,450</b>	<b>992,436</b>	<b>462,014</b>	<b>68.23%</b>
Net Change in Fund Balance		(\$125,770)		
Beginning Fund Balance	415,535	<b>386,373</b>	(29,162)	
Ending Fund Balance	148,585	260,603	112,018	

**City of Central Point  
Budget Compliance Report  
For period ending March 31, 2012**

Fiscal Year to date 75.00%

		2011/12 Budget	Year to Date Expenditures	Percent Used	Difference
<b>General</b>	Administration	\$729,500	\$549,339	75.30%	\$180,161
	City Enhancement	218,000	116,914	53.63%	101,086
	Technical Services	479,200	331,544	69.19%	147,656
	Mayor and Council	70,050	38,636	55.16%	31,414
	Finance	750,700	561,995	74.86%	188,705
	Parks & Recreation - Parks	706,600	476,834	67.48%	229,766
	Parks & Recreation - Recreation	485,150	263,820	54.38%	221,330
	Community Development	475,500	319,851	67.27%	155,649
	Police	3,442,000	2,688,342	78.10%	753,658
	Interdepartmental	200,000	52,371	26.19%	147,629
	Transfers	427,900	427,900	100.00%	0
	Contingency	150,000	0	0.00%	150,000
		<b>8,134,600</b>	<b>5,827,547</b>	<b>71.64%</b>	<b>2,307,053</b>
<b>HTCTF</b>	Personnel Services	217,450	161,379	74.21%	56,071
	Materials and Services	330,400	209,787	63.49%	120,613
		<b>547,850</b>	<b>371,166</b>	<b>67.75%</b>	<b>176,684</b>
<b>Street</b>	Operations	2,743,650	1,201,405	43.79%	1,542,245
	SDC Improvements	100,200	72,841	72.70%	27,359
	Contingency	100,000	0	0.00%	100,000
		<b>2,943,850</b>	<b>1,274,246</b>	<b>43.29%</b>	<b>1,669,604</b>
<b>Housing</b>	Materials and Services	5,000	3,750	75.00%	1,250
	Transfers	25,000	0	0.00%	25,000
		<b>30,000</b>	<b>3,750</b>	<b>12.50%</b>	<b>26,250</b>
<b>Capital Projects</b>	Park Projects	0	0	0.00%	0
	Park Projects - SDC	60,000	0	0.00%	60,000
	Transfers	35,000	35,000	0.00%	0
		<b>95,000</b>	<b>35,000</b>	<b>36.84%</b>	<b>60,000</b>
<b>Debt Service</b>	Debt Service	<b>651,970</b>	<b>531,053</b>	<b>81.45%</b>	<b>120,917</b>
<b>Building</b>	Personnel Services	118,750	81,386	68.54%	37,364
	Materials and Services	12,200	8,706	71.36%	3,494
	Contingency	5,000	0	0.00%	5,000
		<b>135,950</b>	<b>90,092</b>	<b>66.27%</b>	<b>45,858</b>
<b>Water</b>	Operations	6,105,340	2,452,245	40.17%	3,653,095
	SDC Improvements	1,675,000	1,605,739	95.87%	69,261
	Transfers	0	0	0.00%	0
	Contingency	145,000	0	0.00%	145,000
		<b>7,925,340</b>	<b>4,057,985</b>	<b>51.20%</b>	<b>3,867,355</b>
<b>Stormwater</b>	Operations	625,650	433,882	69.35%	191,768
	SDC Improvements	68,000	8,000	11.76%	60,000
	Transfers	0	0	0.00%	0
	Contingency	35,000	0	0.00%	35,000
		<b>728,650</b>	<b>441,882</b>	<b>60.64%</b>	<b>286,768</b>
<b>Internal Services</b>	Facilities Maintenance	270,000	216,314	80.12%	53,686
	PW Administration	567,250	402,494	70.96%	164,756
	PW Fleet Maintenance	437,200	193,627	44.29%	243,573
	Transfers	180,000	180,000	0.00%	0
	Contingency	0	0	0.00%	0
		<b>1,454,450</b>	<b>992,436</b>	<b>68.23%</b>	<b>462,014</b>
<b>Total City Operations</b>		<b>\$22,647,660</b>	<b>\$13,625,156</b>	<b>60.16%</b>	<b>\$9,022,504</b>



---

---

**STAFF REPORT**

---

---

**DATE:** MAY 16, 2012  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** MATT SAMITORE, DIRECTOR

---

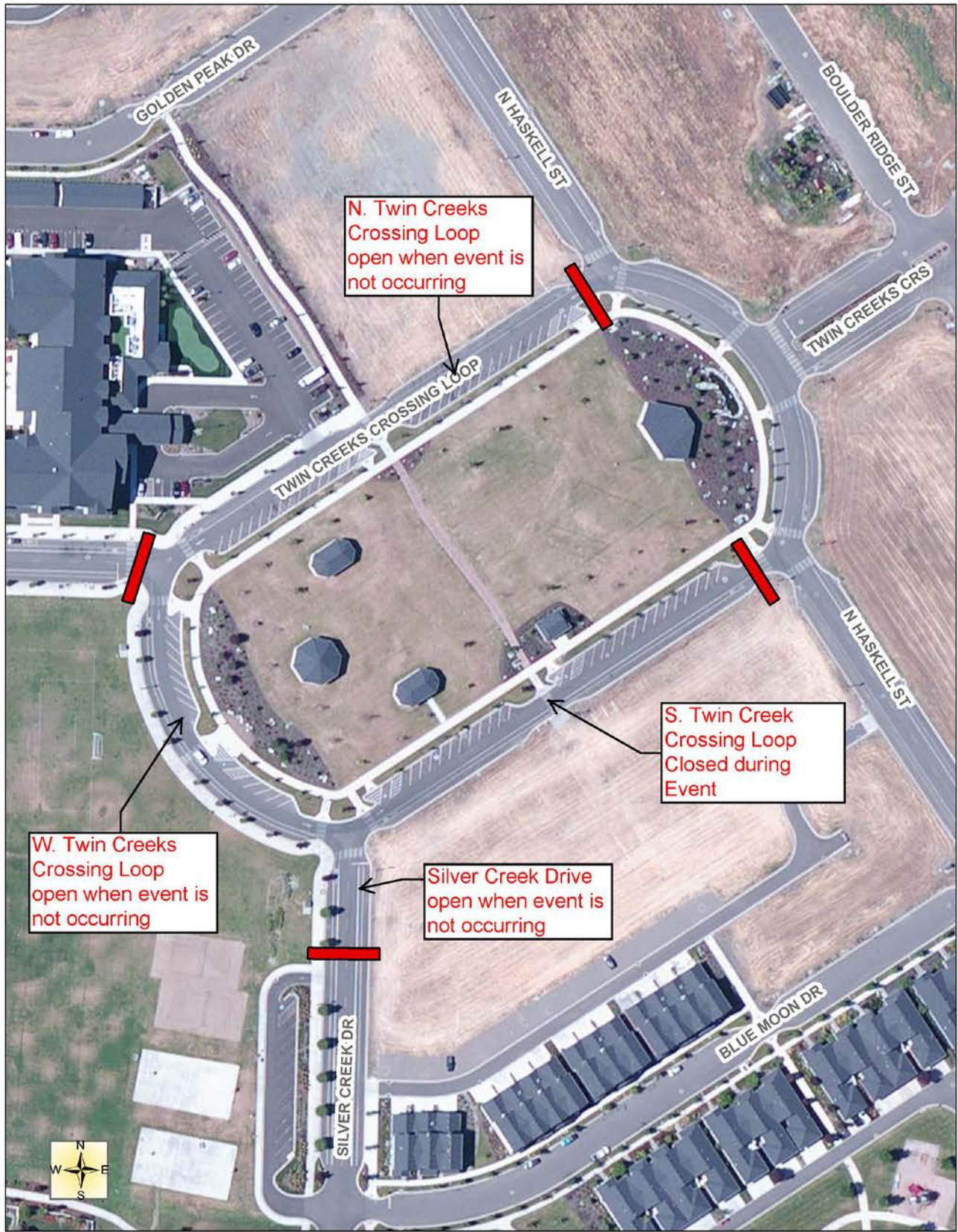
---

**SUBJECT:** Temporary Street Closures for Battle of the Bones 2012.

**SUMMARY:** The 2012 Battle of the Bones event will be held on June 22, 23, and 24 in Twin Creeks Park. General setup will be start on Thursday June 21, 2011. The Twin Creeks Crossing Loop and a portion of Silver Creek Drive will be shut down throughout the event. The northern and western portion of the loop and Silver Creek Drive will be opened in morning and late night hours from the 21st thru the 24<sup>th</sup>. The southern portion of the loop will be closed the morning of the 22<sup>nd</sup> and will not reopen until after the event is closed on June 24<sup>th</sup>.

**RECOMMENDED MOTION:** Staff recommends the temporary street closures.





140 S. Third Street • Central Point, OR 97502 • 541.664.3321 • Fax 541.664.6384

# **Ordinance**

## **Amending Comp Plan and Zoning Maps**



**STAFF REPORT**  
**May 24, 2012**

**ITEM:**

Second Reading of an Ordinance to Consider Comprehensive Plan (map) and Municipal Code Zoning (map) Amendments from C-N, Neighborhood Commercial to M-1, Light Industrial for 7.61 acres on Table Rock Road north of Pine Street/Biddle Road in the Central Point Urban Growth Boundary.

**Applicant: City of Central Point**

**STAFF SOURCE:**

Tom Humphrey AICP, Community Development Director

**BACKGROUND:**

The Community Development Department has had conversations with property owners along Table Rock Road regarding the C-N, Neighborhood Commercial zoning in which their properties are located. These property owners believe that the nature of their light manufacturing businesses *don't fit* in this land use designation and zoning category. Their businesses involve light manufacturing which is not allowed in the C-N zoning district.

In one case, a new business would like to move to Central Point and develop vacant land along Table Rock Road that is already in the city limits. The zoning prevents him from doing so. In another case, the manufacturing business already exists outside city limits (UGB) in a county industrial zone and there is no incentive for the property owner to annex knowing that the property would be out of compliance once he does.

**DISCUSSION:**

The majority of the land west of Table Rock Road between Vilas and Pine/Biddle Roads is already designated for industrial use in the County and the City of Central Point. The same is true east of Table Rock Road in the County and the City of Medford. There is no incentive for industrial property owners and manufacturing businesses to annex to the city if the city and county land uses are inconsistent.

Public hearings and input from the State and local agencies have supported the City's move to make the aforementioned changes. The Citizens Advisory Committee and the Planning Commission supported this proposal and recommended that the Council approve the amendments. Findings of fact and conclusions of law have been made to support this amendment. The findings have been based on Oregon State Planning Goals and the City's municipal code.

**ISSUES:**

No significant issues have surfaced relative to this proposal.

**ATTACHMENTS:**

Attachment A: Ordinance No. \_\_\_ Amending the Central Point Zoning Map and Comprehensive Plan Map in the Vicinity of Table Rock and Biddle Roads

**ACTION:**

---

Conduct a second reading of an Ordinance to amend the Comprehensive Plan (map) and municipal code, zoning (map) to from commercial land use designations and zoning to light manufacturing ones along Table Rock Road.

**RECOMMENDATION:**

---

Approve an ordinance to amend the Comprehensive Plan (map) and municipal code, zoning (map) from commercial land use designations and zoning to light manufacturing ones along Table Rock Road.

## ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE CENTRAL POINT ZONING MAP AND  
 COMPREHENSIVE PLAN MAP IN THE VICINITY OF TABLE ROCK AND BIDDLE  
 ROADS REPLACING 7.61 ACRES OF LAND ZONED C-N, NEIGHBORHOOD  
 COMMERCIAL TO M-1 INDUSTRIAL AND FROM NEIGHBORHOOD CONVENIENCE  
 TO LIGHT INDUSTRIAL IN THE COMPREHENSIVE PLAN  
 (372W01CA, TL 100, 200, 301, 400, 500, 600, 700 & 800)

## Recitals:

- A. The City of Central Point (City) is authorized under Oregon Revised Statute (ORS) Chapter 197 to prepare, adopt and revise comprehensive plans and implementing ordinances consistent with the Statewide Land Use Planning Goals.
- B. The City has coordinated its planning efforts with the State in accordance with ORS 197.040(2)(e) and OAR 660-030-0060 to assure compliance with goals and compatibility with City and County Comprehensive Plans.
- C. Pursuant to authority granted by the City Charter and the ORS, the City has determined to amend the Central Point Zoning Map which was originally adopted on August 29, 1980 and has been amended at various times since.
- D. Pursuant to the requirements set forth in CPMC Chapter 17.10.100 Amendments – Purpose and Chapter 17.96.010, Procedure, the City has initiated the amendments and conducted the following duly advertised public hearings to consider the proposed amendments:
  - a) Planning Commission hearing on May 1, 2012
  - b) City Council hearings on May 10 and May 24, 2012.

## THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:

Section 1. Based upon all the information received, the City Council adopts the findings of fact and conclusions of law set forth in the City staff report; determines that changing community conditions, needs and desires justify the amendments and hereby adopts the changes entirely.

Section 2. The City Comprehensive Plan map is hereby amended as set forth in Exhibit 1 which is attached hereto and by this reference incorporated herein.

Section 3. The City zoning map is hereby amended as set forth in Exhibit 2 which is attached hereto and by this reference incorporated herein.

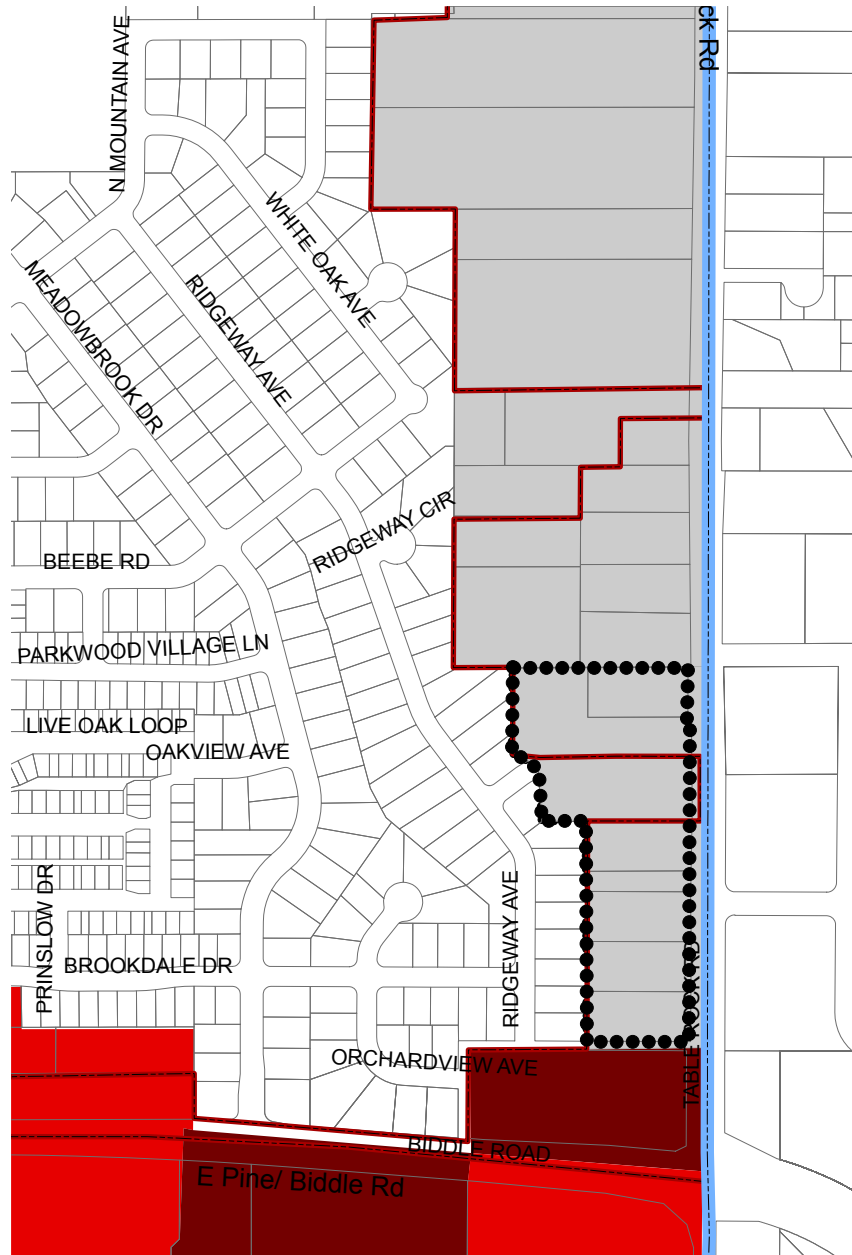
Section 4. The City Manager is directed to conduct post acknowledgement procedures defined in ORS 197.610 et seq. upon adoption of the changes to the zoning and Comprehensive Plan maps.

Passed by the Council and signed by me in authentication of its passage this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.








\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

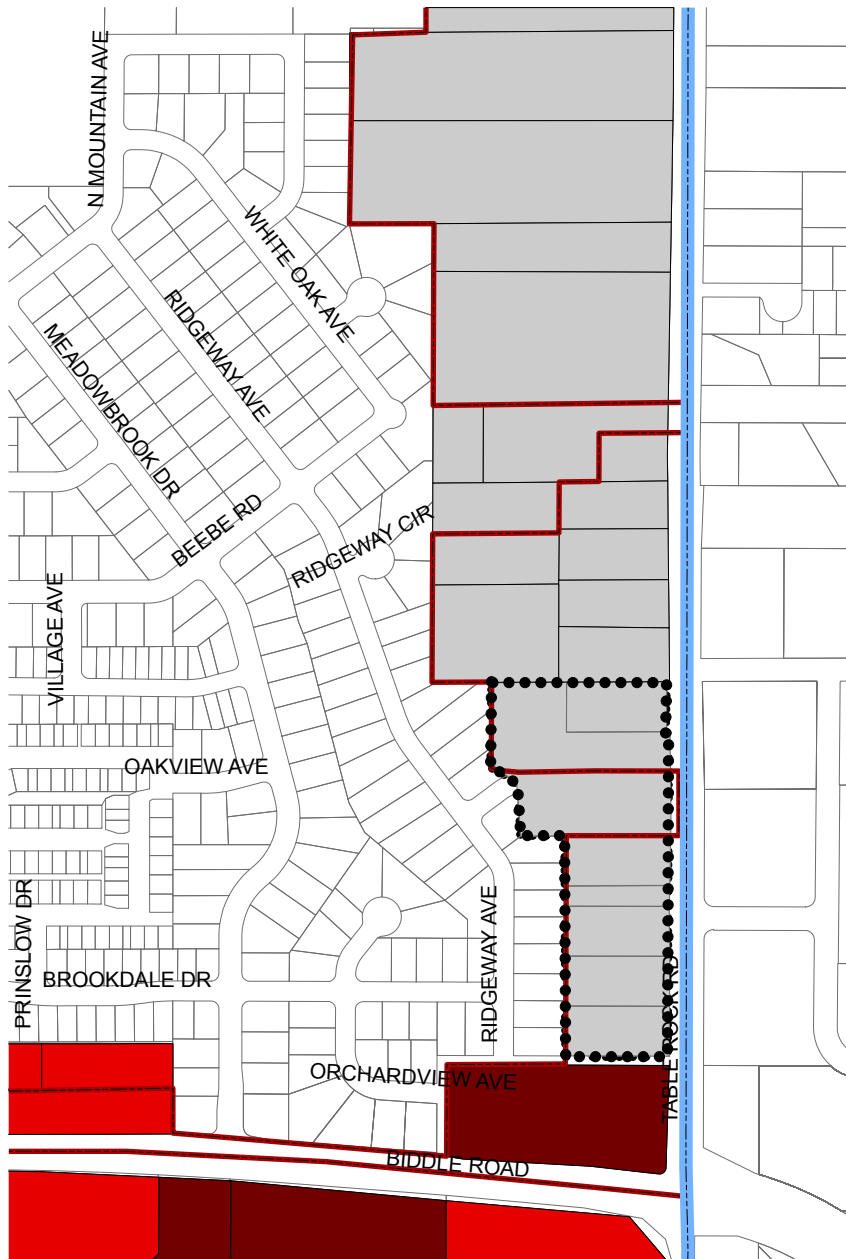


Legend







-  Amendment Area
-  Urban Growth Boundary
-  City Limits
-  Comprehensive Plan
-  Tourist and Office Professional
-  General Commercial
-  Light Industrial

Central Point

Comprehensive Plan Land Use



**Legend**

-  Amendment Area
-  Urban Growth Boundary
-  Central Point City Limits
-  **Central Point Zoning**  
C-4 = Tourist and Office
-  C-5 = Thoroughfare Commercial
-  M-1 = Industrial

**Central Point  
Zoning Districts**



**Resolution**

**MWC**

**Intergovernmental  
Agreement on Water  
Conservation**



---

## INTEROFFICE MEMO

### Administration Department

Phil Messina, City Manager  
Chris Clayton, Assistant City Manager  
Deanna Casey, City Recorder  
Barb Robson, Human Resources Director

---

TO: Mayor and City Council Members

FROM: Chris Clayton, Assistant City Manager

SUBJECT: Water conservation intergovernmental with the Medford Water Commission

DATE: 5-17-2011

---

Council Members:

### **Background Information**

In an effort to study regional water conservation the Medford Water Commission and its outside city customer group (Central Point, Eagle Point, Talent, Phoenix, and Jacksonville) submitted a joint grant application requesting State funds. Upon notification that our joint application had been reviewed, approved, and funded by the Oregon Water Resources Department, all partners felt an intergovernmental agreement would be appropriate. The attached intergovernmental agreement establishes boundaries and responsibilities for the involved partners, and defines the administrative needs of the project.

### **Recommendation**

Staff is recommending approval of the proposed intergovernmental agreement and associated resolution.

### **Attachments**

1. Intergovernmental agreement resolution for adoption.
2. Proposed Intergovernmental agreement.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE MEDFORD WATER COMMISSION AND ITS OUTSIDE CITY  
CUSTOMERS CENTRAL POINT, EAGLE POINT, PHOENIX, TALENT, AND  
JACKSONVILLE TO ADMINISTER GRANT FUNDS DEDICATED TO  
STUDYING WATER CONSERVATION

RECITALS:

- A. The Parties believe that a consolidated effort to examine water conservation will benefit all the parties by identifying opportunities to conserve water and thereby potentially extend the time-line to expand the Water Commission's treatment plant and extend the time-line for the outside city customers to secure additional water rights when Medford no longer enjoys surplus water supply under its water rights, such surplus which it currently sells to the outside city customers through separate agreements.
- B. This Agreement is entered into under authority of ORS 190.010, to perform functions that the individual authorities are authorized to perform, in this case to administer a grant awarded by the Oregon Water Resources Department to jointly retain a consultant study opportunities to conserve water for the customers served by the Medford Water Commission.

The City of Central Point resolves as follows:

**Section 1.** The attached Intergovernmental agreement is a "draft-final" agreement. After receiving a signed "final" copy from the Medford Water Commission, the Mayor is authorized to execute the agreement on behalf of the City.

Passed by the Council and signed by me in authentication of its passage  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

Intergovernmental Agreement  
To Procure Consultant to Study Water Conservation Opportunities  
For the Customers Served by the Medford Water Commission

I. Parties

The Parties to this agreement are the Medford Water Commission, and its outside city customers Central Point, Eagle Point, Phoenix, Talent and Jacksonville, wish to examine water conservation strategies.

II. Purpose

The Parties believe that a consolidated effort to examine water conservation will benefit all the parties by identifying opportunities to conserve water and thereby potentially extend the time-line to expand the Water Commission's treatment plant and extend the time-line for the outside city customers to secure additional water rights when Medford no longer enjoys surplus water supply under its water rights, such surplus which it currently sells to the outside city customers through separate agreements.

This Agreement is entered into under authority of ORS 190.010, to perform functions that the individual authorities are authorized to perform, in this case to administer a grant awarded by the Oregon Water Resources Department to jointly retain a consultant study opportunities to conserve water for the customers served by the Medford Water Commission.

There is no transfer of personnel or property real or personal from one entity to another under this agreement. This Agreement does not create an intergovernmental entity.

III. Contribution of Parties to Carrying out the Grant Award

The parties intend to contribute toward the grant award as follows:

A. Medford Water Commission

- 1) Monetary contribution \$50,000 for Independent Contractor Consultant to study conservation opportunities.
- 2) Staff time and resources for technical assistance and input to assist Consultant.
  - a) Staff: Laura Hodnett; other staff as applicable per consultant

B. Central Point

- 1) Staff time and resources for technical assistance and input to assist Consultant.
  - a) Staff: Chris Clayton; other staff as applicable per consultant

C. Eagle Point

- 1) Staff time and resources for technical assistance and input to assist Consultant.
  - a) Staff: Robert Miller; other staff as applicable per consultant

D. Jacksonville

1) Staff time and resources for technical assistance and input to assist Consultant.

a) Staff: Jeff Alvis; other staff as applicable per consultant

E. Talent

1) Staff time and resources for technical assistance and input to assist Consultant.

a) Staff: Jeff Ballard; other staff as applicable per consultant

F. Phoenix

1) Staff time and resources for technical assistance and input to assist Consultant.

a) Staff: Joe Strahl; other staff as applicable per consultant

Each party shall track the staff time using a standardized time sheet either as supplied by the granting authority or as created by grant co-administrators that will show personnel, hourly rate, hours, and other expenses incurred such as mileage, equipment, copies and supplies.

For purposes of administering the grant, all staff time logs shall be submitted to the co-grant co-administrators.

IV. Grant Co-Administrators

The Grant Co-Administrators shall be:

Larry Rains, Manager  
Medford Water Commission  
200 S. Ivy Street  
Medford, OR 97501

Joe Strahl  
Public Works Management  
60 N. 4<sup>th</sup> Street  
Central Point, OR 97502

A.) The Grant Co-Administrators shall be responsible for administering the grant, including but not limited to:

- 1) Review and comment on TAC recommendations to the parties with respect to the solicitation documents and process;
- 2) Review and comment on TAC recommendations to the consultant;
- 3) Review and submit any documents required by the OWRD in carrying out the grant; and
- 4) Other such responsibilities as are reasonable and necessary to carry out the grant.

V. Technical Advisory Committee

The parties shall delegate a Technical Advisory Committee (TAC) consisting of personnel from each party, specifically named above under staff resources for grant administration.

The functions of the TAC are to formulate the scope of work for the consultant for the procurement, and to assist the consultant as needed during the study.

All TAC meetings shall follow Oregon Public Meetings Laws.

The TAC shall submit its scope of work for procurement of the consultant to the Grant Co-administrators, who will review it and submit it to the parties for approval. It is permissible for the scope of work for the procurement to vary from the possible tasks identified in the grant application. It is anticipated that the final scope of work will also receive input from the OWRD.

Once the parties have agreed upon a scope of work, an independent contractor consultant shall be jointly procured.

#### VI. Joint Procurement of Independent Contractor Consultant for Conservation Options

The parties shall jointly procure a consultant to conduct the study of conservation options. The cost of the conservation study shall not exceed \$150,000. The consultant shall be paid \$100,000 from the grant and shall be paid the balance of the contract by the Water Commission.

##### a. Procurement guidelines

1. Procurement procedures will be as set forth in the Medford Water Commission procurement regulations.
2. The form of contract shall be per the Medford professional services contract
3. Procurement scope of work shall be formulated by the TAC per above
4. Choice of the consultant must be unanimous by all parties.
5. The consultant shall study the separate water supply systems owned and operated individually by the parties
6. The consultant shall study the conservation efforts implemented by the parties
7. The consultant shall report to the parties the results of the conservation study
  - a. Results may include opportunities for conservation per individual system and shared among the different systems
8. Consultant may report at separate meetings or at a joint meeting

The Water Commission shall be responsible for the procurement, and the expenses of the procurement process will be credited to the Water Commission's cash contribution.

#### VII. Adoption of Conservation Strategies

After presentation of the results of the consultant's work, the parties may, individually and at the discretion of each separate party, identify and implement the conservation measures that the parties deem appropriate for their particular jurisdictions, subject to the terms of the existing water service agreements, as applicable. Any of the parties have the option to adopt joint conservation strategies and programs, as applicable, by separate agreement. It is possible for less than all of the parties to enter such agreements.

VIII. Future Analysis of Water Rights Strategy

It is the parties' hope that after conservation efforts have been identified and implemented, each entity will use a lower rate of water per end user, and will limit leakage and other water loss throughout their systems.

After analysis of usage and conservation data has been conducted, the parties, by separate agreement, may determine a schedule for obtaining new water rights different from the terms reflected in the existing water service agreements, as applicable.

IX. Termination

This agreement may be terminated at any time by mutual agreement of all parties. Upon such termination, each party will be responsible for its own costs incurred up to point of termination, and any penalties or other costs imposed by the granting authority.

X. Opt-out provision

Any party to this agreement may withdraw from this agreement at any time. Any party withdrawing from the agreement shall submit written notice of withdrawal in writing to the co-grant administrators. Each withdrawing party will be responsible for its own costs incurred up to point of termination, and any penalties or other costs imposed by the granting authority.

XI. No delegation of policy or decision-making authority

Notwithstanding the formation of the TAC no party to this agreement is delegating any decision-making authority, policy or otherwise, to any other party or collection of parties. Each jurisdiction retains its authority to follow any recommendation from the consultant, the TAC or any other source under this agreement.

XII. No Assumption or Imposition of Conditions or Duties

This agreement creates no new duties on the parties other than cooperation in the procurement of the consultant.

XIII. Effective Date

This agreement will be effective on when signed by all parties, on the date of the last signature. The signatures may be by duplicate original counterparts.

Signed \_\_\_\_\_  
Medford Water Commission

Signed \_\_\_\_\_  
City of Central Point

Signed \_\_\_\_\_  
City of Eagle Point

Signed \_\_\_\_\_  
City of Jacksonville

Signed \_\_\_\_\_  
City of Phoenix

Signed \_\_\_\_\_  
City of Talent

DRAFT