

**CITY OF CENTRAL POINT
City Council Meeting Agenda
October 25, 2012**

Next Res.1345
Next Ord. No.1966

**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
Chris Clayton, Interim
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
Kris Allison, Chief

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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PUBLIC APPEARANCES - *This time is reserved for citizens to comment on items that are not on the agenda. Maximum of five minutes per item, please.*

V. CONSENT AGENDA

- | | | |
|-----------|----|---|
| Pg. 2 - 6 | A. | Approval of October 11, 2012 Council Minutes |
| 7 - 8 | B. | Approval of OLCC Application for Zen Zen Sushi & Teriyaki |
| 9 - 11 | C. | Acceptance of RVMPO Transportation Update |
| 12 - 18 | D. | Acceptance of 1 st Quarter Financial Statement |

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. BUSINESS

- | | | |
|---------|----|---|
| 20 - 21 | A. | Rogue Disposal CPI Rate Increase (Penning) |
| --- | B. | Fire District No. 3 Quarterly Report (Petersen) |

VIII. PUBLIC HEARING, ORDINANCES, AND RESOLUTIONS

- | | | |
|---------|----|---|
| 23 - 26 | A. | Ordinance No. _____, An Ordinance Amending Chapter 12.20.020 of the Central Point Municipal Code Adding Provisions for Rubber Curb Ramps (Samitore) |
|---------|----|---|

- 28 - 31 B. Ordinance No. _____, An Ordinance Amending Chapter 9.68.140 of the Central Point Municipal Code to Clarify the Use of Park Property with Outside Venders and Rental Apparatus Set Up in the Parks When Users Are Renting Park Space (Samitore)

IX. MAYOR’S REPORT

X. CITY MANAGER’S REPORT

XI. COUNCIL REPORTS

XII. DEPARTMENT REPORTS

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

XIV. ADJOURNMENT

Consent Agenda

**CITY OF CENTRAL POINT
City Council Meeting Minutes
October 11, 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 as absent.

City Manager Phil Messina; City Attorney Paul Nolte; Police Chief Kris Allison; Parks and Public Works Director Matt Samitore; Assistant City Manager Chris Clayton; Human Resource Director Barb Robson; Finance Director Bev Adams; Captain Brian Day; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES - None

V. CONSENT AGENDA

A. Approval of September 27, 2012, City Council Minutes

Allen Broderick made a motion to approve the Consent Agenda as presented. Carol Fischer 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. First Reading, An Ordinance Amending Chapter 9.68.140 of the Central Point Municipal Code to Clarify the Use of Park Property with Outside Vendors and Rental Apparatus set up in the Parks when Users are Renting Park Space

Parks and Public Works Director Matt Samitore stated that Central Point City Park users are renting the facilities and have been requesting the use of outside vendors/entertainment be allowed as part of their park rental. These vendors include jump houses, dunk tanks, and party ponies. In the past we have not allowed these items unless the user applies for a special event permit and provides \$1,000,000 in liability insurance. We currently have no rules regarding these items and their use with gazebo rentals. The revision to the ordinance

would provide park staff and police the tools they require to assist in limiting damage and maintaining order in the City parks.

Mr. Samitore explained that changes would be made in the reservation section of the code requiring forms to be completed and approved by City staff. A non-refundable fee will be established by resolution and will be charged for reservations, but may be waived by the City for public use. Large structures such as bounce houses and party ponies may only be approved by special event permits with proof of liability insurance that meets or exceeds state tort claim limits.

Kay Harrison made a motion to move to second reading an Ordinance Amending Chapter 9.68.140 of the Central Point Municipal Code to Clarify the Use of Park Property with Outside Vendors and Rental Apparatus set up in the Parks when Users are Renting Park Space. Carol Fischer seconded. Roll call: Allen Broderick, yes; Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

B. First Reading, An Ordinance Amending Chapter 12.20.020 of the Central Point Municipal Code Adding Provisions for Rubber Curb Ramps

Mr. Samitore stated that the City Attorney helped create an Ordinance allowing the use of temporary rubber ramps in subdivisions that have rolled curbs. After a public discussion with Central Point East residents on September 13, 2012, the City Council directed staff to return with a revision to the ordinance that would allow the rubber ramps in these areas. Staff recommended a permit process in order to keep track and monitor any issue they may cause during storms. The permit will be free and allow staff to create a data base to notify residents to remove them from the right of way if potential flooding or other public emergency is imminent.

There was discussion regarding concerns that allowing these could cause the city to be liable if there are problems with flooding on neighbors' property. Some Council members are concerned that this ordinance leaves it open for future council to add a fee on the permit. Staff stated that if this becomes time consuming for staff there may be a reason to charge a fee in the future.

Carol Fischer made a motion to pass to second reading An Ordinance Amending Chapter 12.20.020 of the Central Point Municipal Code Adding Provisions for Rubber Curb Ramps. Bruce Dingler seconded. Roll call: Allen Broderick, yes; Bruce Dingler, yes; Kelly Geiger, no; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

C. Resolution No. 1344, A Resolution Revising the Classification Pay Plan

Human Resource Manager Barbara Robson presented the updated pay plan.

Part A of the pay plan is for the General Services Unite and reflects a 1% increase. The monthly figures have been changed to hourly rates, pursuant to a change in the bargaining agreement language. Employees will still be paid on an "average monthly" basis.

Part B of the plan is the police bargaining unit and reflects the 3.1% COLA applied to the pay scale in accordance with the current Police Collective Bargaining Agreement.

There are no changes in Part C of the plan which covers the exempt, non-bargaining unit, management positions.

Allen Broderick made a motion to approve Resolution No. 1344, A Resolution Revising the Classification Pay Plan. Kelly Geiger seconded. Roll call: Allen Broderick, yes, Bruce Dingle, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

VIII. BUSINESS

A. Donation Request for Bear Creek Greenway

Parks and Public Works Director Matt Samitore stated that the City has been working with Jackson County and Bear Creek Greenway Foundation as part of the new Beebe Road Waterline that was recently installed under Bear Creek. As part of the agreement, the City paid for some lot line adjustments to ensure the new trail would be built on property owned by Jackson County. Additionally, the construction project was going to put in a section of the base of the trail where the waterline is located. Before the construction started the Foundation asked us to help with funding a match that they received. We budgeted \$15,000 for the trail construction in our original budget. In lieu of building the section of the trail, the monies obligated can be transferred to the Foundation for the requested donation.

Lee Mills, President Bear Creek Greenway Foundation

Mr. Mills explained how much the Foundation has already raised for this project. It would be great to have Central Point as a partner in this portion of the greenway.

There was discussion regarding the east side master plan for Pine Street. Council and staff would hate to see the Greenway complete and then have a bridge installed and tear out some of the new work. Staff stated that this could be worked around.

Kay Harrison made a motion to approve the \$15,000 donation to the Bear Creek Greenway Foundation for the Transportation Enhancement Grant Match. Allen Broderick seconded. Roll call: Allen Broderick, yes, Bruce Dingle, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; and Hank Williams, yes. Motion approved.

B. Appointment of Interim City Manager

Bruce Dingler moved that Christopher Clayton be appointed as Interim City Manager and instructed the Mayor to negotiate an agreement or contract on behalf of the city. Kelly Geiger 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 presented City Manager Phil Messina with a plaque thanking him for his 10 years of service and wish him the best of luck with his new adventures.

Mayor Williams reported that he:

- Participated in the Mayor's United Dinner. It seemed to be a success again this year.
- He received an email from Patricia Young asking if there were any large community projects that the 7th Day Adventist Church can do. The first item on his list would be the cemetery but it looks as if someone is working on that project. Mr. Clayton will get the contact information and create a list of items they could work on.
- Attended the League of Oregon Cities Conference in Salem.
- Attended a TRADCO Meeting.
- Attended the farewell lunch for Mr. Messina.

X. CITY MANAGER'S REPORT

City Manager Phil Messina stated that this will be his last report for the City of Central Point.

- He attended the LOC Conference.
- He attended the ICMA Conference in Arizona
- He thanked everyone for a successful 10 years and is proud of the staff he is leaving behind. That is his greatest accomplishment.

XI. COUNCIL REPORTS

Council Member Allen Broderick reported that he attended the Parks and Recreation meeting and a Children's Advocacy Center meeting.

Council Member Kelly Geiger stated that he knows of another Church that is looking for community projects. He will provide Mr. Clayton the contact information.

Council Member Kay Harrison reported that she attended the LOC Conference in Salem, an RVTB Board meeting and the City Manager's Lunch today.

Council Member Carol Fischer reported that she attended the Water Commission meeting.

XII. DEPARTMENT REPORTS

Finance Director Bev Adams reported that she has been working with the Auditors and on the Quarterly Financial Statement.

Police Chief Kris Allison reported that:

- she is thankful for the legacy Mr. Messina is leaving behind. He has mentored a great group of people to continue running the City.
- The City has received the Oregon Chief of Police Traffic Safety Grant which means we can approve overtime for officers to enforce safety type violations.
- Captain Newell announced his retirement last week and will be taking vacation until his last day with the city.
- They held a SOHTCU Board meeting today. The Lab is doing great and moving forward, they have the support of the agency chiefs.

Parks and Public Works Director Matt Samitore reported that they have received notice that the pumps for the new water reservoir have been delayed again. This is the eighth delay.

Interim City Manager Chris Clayton reported that:

- He attended the Water Commission meeting regarding an analysis regarding the utility billing for the City of Medford done by the Medford Water Commission. The City has decided they can do it for less money. The MWC has assured outside agencies they will not increase fees to make up for the lost revenue.
- He thanked Mr. Messina for mentoring him into the Assistant City Manager position and wished him success in the future.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Kay Harrison moved to adjourn, Carol Fischer seconded, all said "aye" and the Council Meeting was adjourned at 7:59 p.m.

The foregoing minutes of the October 11, 2012, Council meeting were approved by the City Council at its meeting of October 25, 2012.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

[Return to Agenda](#)



OREGON LIQUOR CONTROL COMMISSION LIQUOR LICENSE APPLICATION

250

PLEASE PRINT OR TYPE

Application is being made for:

LICENSE TYPES

Full On-Premises Sales (\$402.60/yr)

Commercial Establishment

Caterer

Passenger Carrier

Other Public Location

Private Club

Limited On-Premises Sales (\$202.60/yr)

Off-Premises Sales (\$100/yr)

with Fuel Pumps

Brewery Public House (\$252.60)

Winery (\$250/yr)

Other: _____

ACTIONS

Change Ownership

New Outlet

Greater Privilege

Additional Privilege

Other _____

Applying as:

Limited Partnership

Corporation

Limited Liability Company

Individuals

FOR CITY AND COUNTY USE ONLY

The city council or county commission:

(name of city or county)

recommends that this license be:

Granted Denied

By: _____

(signature) (date)

Name: _____

Title: _____

OLCC USE ONLY

Application Rec'd by: AN

Date: 10.15.12

90-day authority: Yes No

1. Entity or Individuals applying for the license: [See SECTION 1 of the Guide]

① LEE, SOONYANG ③ KOANG SUN LEE

② YEO, IN JE ④ _____

2. Trade Name (dba): ZEN ZEN SUSHI & TERIYAKI

3. Business Location: 223 E PINE STREET Central point (Jackson) OR 97502

(number, street, rural route) (city) (county) (state) (ZIP code)

4. Business Mailing Address: SAME

(PO box, number, street, rural route) (city) (state) (ZIP code)

5. Business Numbers: 541-665-9000

(phone) (fax)

6. Is the business at this location currently licensed by OLCC? Yes No

7. If yes to whom: LEE, KOANG SUN Type of License: LOPS

8. Former Business Name: ZEN ZEN SUSHI & TERIYAKI

9. Will you have a manager? Yes No Name: _____

(manager must fill out an individual history form)

10. What is the local governing body where your business is located? Central point - Jackson

(name of city or county)

11. Contact person for this application: LEE SOONYANG 801-512-6119

(name) (phone number(s))

YEO INJE 201-264-8124

(address) (fax number) (e-mail address)

I understand that if my answers are not true and complete, the OLCC may deny my license application.

Applicant(s) Signature(s) and Date:

① [Signature] Date 10/16/12 ③ [Signature] Date 10-14-12

② [Signature] Date 10/16/12 ④ _____ Date _____

1-800-452-OLCC (6522)
www.oregon.gov/olcc

(rev. 12/07)

Scan: 10-15-12



155 South Second Street • Central Point, OR 97502

Kristine Allison

Ph: (541) 664-5578 • Fax: (541) 664-2705 • www.centralpointoregon.gov

Chief

Date: 10-17-2012
From: Chief Kris Allison
To: Honorable Mayor Williams
Subject: Request for OLCC License

RE: Zen Zen Sushi & Teriyaki./Persons associated therewith

Files of the Central Point Police Department contain no information pertinent to the request.

Respectfully,

A handwritten signature in black ink that reads "Kristine Allison". The signature is written in a cursive, flowing style.

Kris Allison
Chief of Police
Central Point Police Department

"Dedicated To Service, Committed To Excellence"

RVMPO Transportation Update

October 2012

FEDERAL UPDATES

The summer was quiet while we waited for Congress to pass the new transportation bill -Moving Ahead for Progress in the 21st Century Act- (MAP-21).

For additional information please see the following summary from Federal Highway Administration
<http://www.fhwa.dot.gov/map21/summaryinfo.cfm>

MAP-21 is a short bill only covering FY 13 & 14. Funding wise it is similar in level to SAFETY-LU the transportation bill that expired in September of 2009. We have funded transportation with approximately 10 continuing resolutions since 2009. There are some new programs and some consolidation of programs in MAP-21. Rule making is taking place currently, however in the past this has taken up to 18 months, problematical with a bill with a 2 year life span. The amount of funding is roughly similar to what is currently available through the CR's that have been passed since SAFETY-LU expired.

NEW MPO's FOR OREGON

With the release of the 2010 census this summer there were two newly designated Metropolitan Planning Organizations for Oregon. Albany and Grants Pass. Locally the Grants Pass MPO urbanized area was drawn to include Rogue River and Gold Hill in Jackson County as well as Grants Pass in Josephine County. Little work was done to stand up the Grants Pass MPO until after MAP -21 was signed in to law. There was quite a push to make new MPO's start at 200,000 vs. 50,000 population. If that had happened not only would the Grants Pass MPO not have needed to stand up but RVMPO would have to fight to continue to exist.

There was considerable debate as to whether the two communities should combine to exceed the 200,000 benchmark and form a TMA. There has been disagreement within the agency (FHWA) as to whether that could be done and if the funds from the two metropolitan areas could be mingled. If not we would have had to have two separate funding processes for STP and CMAQ funds.

There is also a question as to whether we would place our Air Quality Conformity in jeopardy if the Grants Pass area was non-compliant.

Current feeling is that there is not sufficient time before the March 2013 deadline to form a joined MPO with Grants Pass. Additionally considering the recent infighting at the Rogue Valley Area Commission on Transportation (RVACT) over funding if there was the political will to do so. As of now Grants Pass Gold Hill and Rogue River as well as the two counties are working on how to form their MPO.

Additional Funds for RVMPO.

At the September TAC meeting Eagle Point asked if there were sufficient funds to allow them to continue to fund their transportation program through 2015. They were officially included in the urbanized area of RVMPO by the 2010 census. We had been told in 2002 when Eagle Point voluntarily joined RVMPO that they would not be considered for inclusion in the Medford urbanized area for many decades. They continued to receive their approximately \$90,000/year in federal transportation dollars through 2012. Since no one expected them to be a member of RVMPO financially they did not put forth projects for the 2012-2015 STIP cycle. This left them with no federal transportation funding for 3 years.

The MPO provided continuation funding to Talent and Ashland when they were included into the MPO in 2002.

Here is a chart of the additional amounts projected to be available do to population increase and the inclusion of Eagle Point into the MPO.

		STP	CMAQ	Total Annual Increase
2012	Estimate	\$ 1,421,347	\$ 1,900,000	
	Final	\$ 1,675,445	\$ 2,520,899	\$ 874,997
	Change	\$ 254,098	\$ 620,899	
2013	Estimate	\$ 1,467,683	\$ 1,900,000	
	Final	\$ 1,769,102	\$ 2,500,000	\$ 901,419
	Change	\$ 301,419	\$ 600,000	
2014	Estimate	\$ 1,515,529	\$ 1,900,000	
	Final	\$ 1,867,995	\$ 2,500,000	\$ 952,466
	Change	\$ 352,466	\$ 600,000	
2015	Estimate	\$ 1,564,936	\$ 1,900,000	
	Final	\$ 1,972,416	\$ 2,100,000	\$ 607,480
	Change	\$ 407,480	\$ 200,000	
<u>Total Increase</u>				
<u>2012-15</u>		\$ 1,315,463	\$ 2,020,899	\$ 3,336,362

At the September TAC meeting it was proposed to provide \$92,090 to Eagle Point for the next 3 years.

It was also proposed to not do the 50% split of STP funds with RVTD for these additional funds. Since 2001 the MPO has given 50% of STP funds to the Transit District as a way to meet the state mandated alternative transportation portion of the TPR (Transportation Planning Rule) There is a 20 year agreement to provide 50% of STP funding to RVTD in lue of the VMT reduction that was required at that time.

There is quite a discussion ongoing as to whether we can change this amount. Historically when we have received increased allocations we have split our STP funds 50% to RVTD. Medford is the vocal advocate for taking these funds and applying them to the Jackson Co. /Medford Lozier Lane project. When Lozier Lane was funded it was the voted that any new funds that became available through 2015 would go to the Lozier Lane project. It was not anticipated that Eagle Point would be brought into the MPO at that time. I also do not believe nor was it stated that funds already promised to RVTD would be included in funds being diverted to Lozier Lane.

A quick check of the funding shows that Eagle Point can receive \$92,090 for 3 years and RVTD its 50% and still have some funds left over.

	2013	2014	2015	total
Additional Funds	301,419	352,466	407,480	1,061,365
Eagle Point	92,090	92,090	92,090	276,270
RVTD	150,709	176,233	203,740	530,682

Left Over	58,620	84,143	111,650	254,413
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While it is understandable that Medford wants to maximize its gain I do not believe we should do so at the risk of long standing agreements with other members. What happened to Eagle Point truly caught all of us by surprise. But taking additional funds from RVTD would be contrary to what the MPO has done for the past ten years. RVTD currently receives about 700,000/yr from RVMPO in STP dollars. All of that money is currently being spent on maintenance. RVTD's maintenance budget is currently around 1,7 million per year. So while the above amounts are substantial they really are a drop in the bucket in backfilling the fiscal needs of RVTD. The district is working on placing a tax proposal on the ballot for 2014. This could if passed see some or all of the STP dollars come back to the MPO in future years. However without a steady tax base for RVTD the MPO is currently obligated to provide 50% of it's STP dollars to the district through 2022.

STATE UPDATE

ODOT has proposed and is moving forward with a new funding strategy that has yet to be approved by the OTC. They are proposing to split funding 76% to Fix-it and 24% to Enhancement with the next funding cycle. Applications are out for those funds currently. This will not effect any funds coming directly to the MPO's in Oregon. So the cities use of MPO STP and CMAQ funds will not be effected by the change at the state.

[Return to Agenda](#)



Staff Report

Finance Department
Bev Adams, Finance Director

To: Mayor & Council
From: Bev Adams, Finance Director *BA*
Date: October 25, 2012
Subject: 1st Quarter Financial Statements

Background:

Attached are the financial statements for the period July 1st through September 30, 2012.

All departments are well within acceptable spending limits, and all budget transfers have been made except for the Housing Fund transfer to the General Fund. This transfer is only made in the event that revenue is received from paid assessments.

As this is the first quarter of the fiscal year, current property taxes have not yet arrived - but we expect those to begin the first of November. We also anticipate the County's "official tax statement", which provides information on the total taxes the City can expect to receive this year. This report is of particular interest given that projections of property tax are especially difficult these days with property values fluctuating as they have here in the valley. That report usually arrives mid to late October. I will report back to you on what the property taxes will be once we have that information.

Overall, the City began the new fiscal year in a strong financial position.

Please note the "Beginning Fund Balance" shown at the bottom of each fund statement under the "Year to Date Revenues & Expenditures" column. These balances are shown in bold type and are audited balances.

With the exception of the Street and Water funds, all funds met the estimated budgeted carryover amount. The Street Fund carryover of \$2,303,206 is \$156,224 less than originally estimated, and the Water Fund carryover of \$1,657,820 is \$195,545 less than the original estimate. The water fund balance variation from the year end estimate is due in part to the year-end timing construction and engineering expenses on the water reservoir capital project as well as not making the water sales we'd hoped for during the first of summer. The street fund variance is contributed to less revenues and more completion of capital projects than originally projected.

Without exception, all funds met the carryover threshold as stated in the City's financial policy.

Recommended Action:

That Mayor and Council accept the 1st quarter financial statements.

City of Central Point
Council Financial Statements
For period ending September 30, 2012

Fiscal Year to date 25.00%

General Fund - 10	2012/13 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
Revenues				
Taxes	\$5,885,000	\$416,694	\$5,468,306	7.08%
Licenses & Fees	53,100	46,185	6,915	86.98%
Intergovernmental	486,500	109,111	377,389	22.43%
Charges for Service	756,000	195,819	560,181	25.90%
Fines and Forfeitures	149,500	31,988	117,512	21.40%
Interest Income	20,000	3,553	16,447	17.76%
Miscellaneous	140,000	14,178	125,822	10.13%
Transfers In	10,000	0	10,000	0.00%
Total Revenues	7,500,100	817,528	6,682,572	10.90%
Expenditures by Department				
Administration	762,550	191,040	571,510	25.05%
City Enhancement	310,500	24,013	286,487	7.73%
Technical Services	574,750	127,715	447,035	22.22%
Mayor & Council	59,750	28,565	31,185	47.81%
Finance	832,250	184,583	647,667	22.18%
Parks & Recreation - Parks	808,750	203,440	605,310	25.15%
Parks & Recreation - Recreation	484,300	90,804	393,496	18.75%
Planning	460,200	106,137	354,063	23.06%
Police	3,655,000	925,663	2,729,337	25.33%
Interdepartmental	280,000	80,784	199,216	28.85%
Transfers Out	417,350	417,350	0	100.00%
Contingency	150,000	0	150,000	0.00%
Total Expenditures by Department	8,795,400	2,380,095	6,415,305	27.06%
Net Change in Fund Balance		(1,562,567)		
Beginning Fund Balance	2,988,602	3,201,915	213,313	
Ending Fund Balance	1,793,302	1,639,348	(153,954)	

High Tech Crime Task Force Fund	2012/13 Budget	Revenues & Expenditures	Difference	Percentage Received/Used
Revenues				
Intergovernmental Revenue	\$618,000	\$25,157	\$592,843	4.07%
Charges for Services	500	0	500	0.00%
Interest Income	0	0	0	0.00%
Interfund Transfers	237,350	237,350	0	100.00%
Total Revenues	855,850	262,507	593,343	30.67%
Expenditures				
Operations	743,150	108,859	634,291	14.65%
Capital Outlay	0	0	0	0.00%
Contingency	0	0	0	0.00%
Total Expenditures	743,150	108,859	634,291	14.65%
Net Change in Fund Balance		153,648		
Beginning Fund Balance	5,000	86,900	81,900	
Ending Fund Balance	117,700	153,648	35,948	

City of Central Point
Council Financial Statements
For period ending September 30, 2012

Fiscal Year to date 25.00%

	2012/13 Budget	Revenues & Expenditures	Difference	Percentage Received/Used
Street Fund - 20				
Revenues				
Water Franchise Tax	\$195,000	\$38,231	\$156,770	19.61%
Charges for Services	485,000	159,612	325,388	32.91%
Intergovernmental Revenue	1,845,750	229,453	1,616,297	12.43%
Interest Income	7,000	2,682	4,318	38.31%
Miscellaneous	2,000	835	1,165	41.74%
Transfers In	50,000	50,000	0	100.00%
Total Revenues	2,584,750	480,812	2,103,938	18.60%
Expenditures				
Operations	2,703,815	\$489,526	2,214,289	18.11%
SDC	297,900	49,076	248,824	16.47%
Contingency	100,000	0	100,000	0.00%
Total Expenditures	3,101,715	538,602	2,563,113	17.36%
Net Change in Fund Balance		(\$57,790)		
Beginning Fund Balance	2,459,430	2,303,206	(156,224)	
Ending Fund Balance	1,942,465	2,245,416	302,951	
Housing Fund - 25				
Revenues				
Interest Income	\$150	\$48	\$102	31.76%
Loan Principal Payments	10,000	0	10,000	0.00%
Total Revenues	10,150	48	10,102	0.47%
Expenditures				
Materials and Services	5,000	1,250	3,750	25.00%
Transfers Out	10,000	0	25,000	0.00%
Total Expenditures	15,000	1,250	28,750	8.33%
Net Change in Fund Balance		(\$1,202)		
Beginning Fund Balance	40,295	40,401	106	
Ending Fund Balance	35,445	39,199	3,754	
Capital Improvement Fund - 30				
Revenues				
Intergovernmental	\$0	\$0	\$0	0.00%
Charges for Services	25,000	9,434	15,566	37.74%
Interest Income	250	84	166	33.49%
Total Revenues	25,250	9,518	15,732	37.69%
Expenditures				
Parks Projects	0	0	0	0.00%
Parks Projects - SDC	18,000	14,274	3,726	79.30%
Transfers Out	35,000	18,000	17,000	0.00%
Total Expenditures	53,000	32,274	20,726	60.89%
Net Change in Fund Balance		(\$22,756)		
Beginning Fund Balance	60,907	78,238	17,331	
Ending Fund Balance	36,157	55,482	19,325	

City of Central Point
Council Financial Statements
For period ending September 30, 2012

Fiscal Year to date 25.00%

	2012/13 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
Reserve Fund- 35				
Revenues				
Interest	\$1,500	\$578	\$922	38.55%
Transfers In	0	0	0	100.00%
Total Revenues	1,500	578	0	38.55%
Net Change in Fund Balance		578		
Beginning Fund Balance	482,100	483,463	1,363	
Ending Fund Balance	413,600	484,041	70,441	
Debt Service Fund- 40				
Revenues				
Charges for Service	\$344,700	\$48,938	\$295,762	14.20%
Interest Income	250	54	196	21.45%
Intergovernmental	162,900	0	162,900	0.00%
Special Assessments	63,000	11,016	51,984	17.49%
Transfers In	210,400	210,400	0	100.00%
Total Revenues	781,250	270,407	510,843	34.61%
Expenditures				
Debt Service	773,800	132,700	641,100	17.15%
Total Expenditures	773,800	132,700	641,100	17.15%
Net Change in Fund Balance		\$137,707		
Beginning Fund Balance	26,472	18,040	(8,432)	
Ending Fund Balance	33,922	155,747	121,825	
Building Fund- 50				
Revenues				
Charges for Service	\$97,300	\$23,401	\$73,899	24.05%
Interest Income	800	207	593	25.93%
Miscellaneous	0	0	0	0.00%
Total Revenues	98,100	23,609	74,491	24.07%
Expenditures				
Personal Services	119,650	28,963	90,687	24.21%
Materials and Services	13,900	2,938	10,962	21.14%
Contingency	2,000	0	2,000	0.00%
Total Expenditures	135,550	31,902	103,648	23.53%
Net Change in Fund Balance		(\$8,293)		
Beginning Fund Balance	144,680	145,041	361	
Ending Fund Balance	107,230	136,748	29,518	

City of Central Point
Council Financial Statements
For period ending September 30, 2012

Fiscal Year to date 25.00%

	2012/13 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
Water Fund - 55				
Revenues				
Charges for Services	\$2,730,500	\$997,979	\$1,732,521	36.55%
Interest Income	5,000	1,252	3,748	25.03%
Miscellaneous	1,502,500	354,299	1,148,201	23.58%
Total Revenues	4,238,000	1,353,530	2,884,470	31.94%
Expenditures				
Operations	4,791,915	1,768,063	3,023,852	36.90%
SDC Improvements	25,000	0	25,000	0.00%
Contingency	150,000	0	150,000	0.00%
Total Expenditures	4,966,915	1,768,063	3,198,852	35.60%
Net Change in Fund Balance		(\$414,533)		
Beginning Fund Balance	1,853,365	1,657,820	(195,545)	
Ending Fund Balance	1,124,450	1,243,287	118,837	

Stormwater Fund - 57

Revenues				
Charges for Services	\$798,500	\$217,723	\$580,777	27.27%
Interest Income	1,500	572	928	38.15%
Miscellaneous	0	0	0	0.00%
Total Revenues	800,000	218,295	581,705	27.29%
Expenditures				
Operations	709,765	137,763	572,002	19.41%
SDC	21,850	0	21,850	0.00%
Contingency	40,000	0	40,000	0.00%
Total Expenditures	771,615	137,763	633,852	17.85%
Net Change in Fund Balance		\$80,532		
Beginning Fund Balance	412,276	476,753	64,477	
Ending Fund Balance	343,661	557,285	213,624	

City of Central Point
Council Financial Statements
For period ending September 30, 2012

Fiscal Year to date 25.00%

	2012/13 Budget	Year to Date Revenues & Expenditures	Difference	Percentage Received/Used
Internal Services Fund - 60				
Revenues				
Charges for Services	\$1,205,700	\$303,907	\$901,793	25.21%
Intergovernmental	105,000	0	105,000	0.00%
Interest Income	2,000	225	1,775	11.25%
Miscellaneous	15,000	825	14,175	5.50%
Total Revenues	1,327,700	304,957	1,022,743	22.97%
Expenditures				
Facilities Maintenance	283,000	62,524	220,476	22.09%
PW Administration	690,015	140,175	549,840	20.31%
PW Fleet Maintenance	400,650	79,945	320,705	19.95%
Contingency	0	0	0	0.00%
Interfund Transfers	0	0	0	0.00%
Total Expenditures	1,373,665	282,644	1,091,021	20.58%
Net Change in Fund Balance		\$22,313		
Beginning Fund Balance	170,000	228,610	58,610	
Ending Fund Balance	124,035	250,923	126,888	

City of Central Point
Budget Compliance Report
For period ending September 30, 2012

Fiscal Year to date 25.00%

		2012/13 Budget	Year to Date Expenditures	Percent Used	Difference
General	Administration	\$762,550	\$191,040	25.05%	\$571,510
	City Enhancement	310,500	24,013	7.73%	286,487
	Technical Services	574,750	127,715	22.22%	447,035
	Mayor and Council	59,750	28,565	47.81%	31,185
	Finance	832,250	184,583	22.18%	647,667
	Parks & Recreation - Parks	808,750	203,440	25.15%	605,310
	Parks & Recreation - Recreation	484,300	90,804	18.75%	393,496
	Community Development	460,200	106,137	23.06%	354,063
	Police	3,655,000	925,663	25.33%	2,729,337
	Interdepartmental	280,000	80,784	28.85%	199,216
	Transfers	417,350	417,350	100.00%	0
	Contingency	150,000	0	0.00%	150,000
		8,795,400	2,380,095	27.06%	6,415,305
HTCTF	Personnel Services	216,450	40,036	18.50%	176,414
	Materials and Services	526,700	68,823	13.07%	457,877
		743,150	108,859	14.65%	634,291
Street	Operations	2,703,815	489,526	18.11%	2,214,289
	SDC Improvements	297,900	49,076	16.47%	248,824
	Contingency	100,000	0	0.00%	100,000
		3,101,715	538,602	17.36%	2,563,113
Housing	Materials and Services	5,000	1,250	25.00%	3,750
	Transfers	10,000	0	0.00%	10,000
		15,000	1,250	8.33%	13,750
Capital Projects	Park Projects	0	0	0.00%	0
	Park Projects - SDC	25,000	14,274	57.10%	10,726
	Transfers	18,000	18,000	0.00%	0
		43,000	32,274	75.06%	10,726
Debt Service	Debt Service	773,800	132,700	17.15%	641,100
Building	Personnel Services	119,650	28,963	24.21%	90,687
	Materials and Services	13,900	2,938	21.14%	10,962
	Contingency	2,000	0	0.00%	2,000
		135,550	31,902	23.53%	103,648
Water	Operations	4,791,915	1,768,063	36.90%	3,023,852
	SDC Improvements	25,000	0	0.00%	25,000
	Contingency	150,000	0	0.00%	150,000
		4,966,915	1,768,063	35.60%	3,198,852
Stormwater	Operations	709,765	137,763	19.41%	572,002
	SDC Improvements	21,850	0	0.00%	21,850
	Contingency	40,000	0	0.00%	40,000
		771,615	137,763	17.85%	633,852
Internal Services	Facilities Maintenance	283,000	62,524	22.09%	220,476
	PW Administration	690,015	140,175	20.31%	549,840
	PW Fleet Maintenance	400,650	79,945	19.95%	320,705
		1,373,665	282,644	20.58%	1,091,021
Total City Operations		\$20,719,810	\$5,414,152	26.13%	\$15,305,658

[Return to Agenda](#)

BUSINESS

Rogue Disposal CPI Rate Increase

September 28, 2012

Mr. Phil Messina
City Administrator
City of Central Point
155 South 2nd St.
Central Point, OR 97502

**RE: City of Central Point Solid Waste Collection Franchise Agreement Sec. 7.5
Our File No: RET II 13A**

Dear Mr. Messina:

Paragraph 7.5 of the Solid Waste Collection Franchise Agreement between the City of Central Point (City) and Rogue Disposal & Recycling, Inc., (Rogue), provides for an annual adjustment of approved service rate schedule based on the change in the Consumer Price Index during the previous year. Please accept this letter as Rogue's implementation of the 7.5 provisions. Set forth below is Rogue's detailed calculation of the adjustment to each "Rate Category Rate" (RCR) in the improved service rate schedule, then in effect, calculated in accordance with the Annual Rate Adjustment Formula set forth under Section 7.5.

The Consumer Price Index (CPI) percentage change between August 2011 (226.5) and August 2012 (230.4) equals a percentage change of 1.7%. Please see enclosed table taken from the Bureau of Labor Statistics Data setting forth the Consumer Price Index-All Urban Consumers for years 2011 and 2012. Accordingly, under the Annual Rate Adjustment Formula, the service rate for a particular rate category is multiplied by 1.7% plus the current service rate which equals the "Adjusted Rate Category Rate" (ARCR). For example, residential garbage/curbside recycling-one-can current rate of \$16.22 renders the following adjustment:

$$\$16.22 \times 1.7\% \text{ (CPI)} = \$.28$$

Thus, the rate as of January 1, 2013 adjusted for the CPI (1.7%) equals:

$$\$16.22 + \$.28 = \$16.50 \text{ (ARCR)}$$

I have enclosed a copy of Exhibit "D" Schedule of Approved Maximum Monthly Collection Rates for City of Central Point, effective January 1, 2012, which sets forth the current RCR. The new rates reflecting the ARCR are attached hereto as Exhibit "C", amended as of January 1, 2013.

Under the franchise, the City has 30 days to review the increase for the cost of living calculations.

As required by the franchise, 30 days written notice (this includes electronic notice for our customers who have opted for “paperless” communication) will be provided to customers of all rate changes.

After review of this information, please inform me as to whether you agree that the calculations set forth herein are accurate. I can be reached on my direct line at 541.494.5409.

Thank you for your attention to this matter.

Very truly yours,

Brenda B. Olfson
I/S & Finance Operations Manager
Rogue Disposal & Recycling, Inc.

SMG/ERS
Encl

[Return to Agenda](#)

Ordinance

Second Reading Curb Ramps



September 26, 2012

TO: Honorable Mayor and City Council
FROM: Matt Samitore, Parks & Public Works Director
SUBJECT: Changes to Chapter 12.020 of the Central Point Municipal Code

PURPOSE:

The purpose of the ordinance amendment would be to allow for rubber curb ramps to be installed in areas of Central Point where there are existing rolled curb to allow for a smoother transition from the street to the residents driveways.

SUMMARY:

The Beginning in the late 1990's multiple phases of the Central Point East Subdivision were developed using "rolled curb" Although economical for builders and developers, rolled curb provides a cost saving to developer/builders because it does not require replacement when a driveway apron location is determined by and individual property owner; the rolled curb design presents a variety of issues for adjacent property owners. These issues include limited drainage opportunities from adjacent private property, difficult navigation by passenger type vehicles, and reduced property, infrastructure and pedestrian protection from vehicles in the traveled way.

In an effort to mitigate the navigation issue (jarring when entering or exiting a driveway), a number of property owners have purchased removable "Bridjit" style rubber ramps and placed them in the curb line/public right-of-way. While extremely effective at alleviating the jarring that occurs when entering or exiting a driveway, these ramps also create several public right-of-way concerns and are a violation of the current City of Central Point Municipal Code (CPMC).

At the September 13, 2012 City Council meeting the Council meeting heard as a business discussion item the pros and cons of rubber driveway ramps. The council directed staff to re-write the municipal code to allow the ramps, with a yearly permit. The permit would be used to

effectively monitor the ramps to ensure they are not causing a detrimental impact to the street or neighboring property owners. The permit will be free and be used to inform the residents who have them to remove them from the street if a potential flood or other public emergency is imminent.

SECOND READING CHANGES

Under section b, the following phrase was added, **provided that they shall be removed upon the request of the city.** The phrase was added to clarify that if the city needs to do maintenance on the street or if there is a potential flooding or other natural disaster the city could request the ramps be removed.

RECOMMENDATION:

Approve the second reading of an ordinance amending section 12.020 of the Central Point Municipal Code allowing for rubber curb ramps to be allowed within subdivisions with rolled curbs with an annual permit, with the addition of the phrase provided that they shall be removed upon the request of the city.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 12.20.020 OF THE CENTRAL POINT MUNICIPAL CODE ADDING PROVISIONS FOR RUBBER CURB RAMPS.

Recitals:

- A. Several neighborhoods in Central Point have rolled curbs.
- B. Rolled curbs are more difficult to navigate as they do not allow for a standard driveway apron.
- C. Rubber driveway aprons allow for a smooth transition from the street to the resident driveway.
- D. Words ~~lined through~~ are to be deleted and words in **bold** are added.

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

Section 1. Chapter 9.68.140 of the Central Point Municipal Code is amended to read:

12.20.020 Prohibited.

A. It is unlawful for any person to place or allow in or over any alley, street or sidewalk, or any street or alley right-of-way, whether improved or not, any of the following:

1. Any garbage or refuse of any nature, provided, however, that garbage or refuse in enclosed containers may be temporarily placed within the street right-of-way upon garbage collection days;

2. Any building, fence, or other structure, including items which are by design intended to be portable, provided however, that:

a. Fences (subject to subsection B of this section) and mailboxes may be placed in a right-of-way, at the owners' expense, if the same do not impede sight distance necessary for the safe use of the street, alley, driveway or sidewalk by vehicular or pedestrian traffic, and further provided that the same shall be removed upon the request of the city;

b. **Rubber curb ramps may be placed in a right-of-way, at the owner's expense, provided that they shall be removed upon the request of the city.**

The following apply to rubber curb ramps placed in the right-of-way:

i. **An annual permit for the installation of the ramps must be obtained from the City Public Works Department**

ii. **A permit may be revoked if regular maintenance on the ramps is**

not completed by the resident.

iii. Rubber curb ramps are only allowed to be installed in areas of the city where rolled curbs are currently located.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2012.

Mayor Hank Williams

ATTEST:

City Recorder

[Return to Agenda](#)

Ordinance

Second Reading

Park Code

Amendments



STAFF REPORT

Matt Samitore, Director

To: Parks Commission Members
From: Jennifer Boardman, Central Point Parks and Recreation
Subject: Revision of Park Ordinances – City Council Recommendation
Date: October 18, 2012

Purpose: The purpose of the revision of the park ordinances is to clarify the use of park property with outside vendors and rental apparatus set up in the parks when users are renting park space. It is also an effort to provide clarification of requirements for rental activities that were not clearly defined which should help to reduce the liability of the city.

Background: Central Point city park usage has increased and with that, larger numbers of users are renting the facilities. Users renting the facilities have been requesting additional outside vendors/entertainment be allowed as part of their park rental. These vendors include jump houses, dunk tanks, and party ponies for added excitement at their gatherings. As a practice the Parks and Recreation Department has not allowed these items unless the user applies for a special event permit and provides \$1,000,000 in liability insurance. There currently is no wording in the ordinance that states the rules regarding these apparatus and their use with gazebo rentals. This revision is needed to provide parks staff and police with the tools they require to assist in limiting damage and maintaining order.

Change #1: 9.68.140 Reservation system.

A. The use of the city parks shelter areas may be reserved for private functions by individuals or groups. A standard form shall be completed for each reservation and approved by the city administrator or his or her designee.

B. A nonrefundable fee will be established by resolution of the city council and will be charged for reservation of a shelter for private use. The fee may be waived by the city administrator or his or her designee for public use.

C. It shall be unlawful for anyone to interfere with or prohibit the use of a park shelter by the reserved party.

D. Dunk tanks, party ponies, and jump houses or other similar structures or personal property involving activities that increase liability to the city as solely determined by the Parks and Recreation Department are not allowed in the parks as part of the shelter area rentals. Individuals or groups wishing to use dunk tanks, party ponies or jump houses or similar structures or personal property must submit a special event permit application, and provide the Parks and Recreation Department with proof of liability insurance, that meets or exceeds state tort claims limits. The permit application must be approved through the internal permitting process. No individuals or groups shall set up dunk tanks, party ponies or jump houses or similar structures or personal property unless specifically authorized by the Parks and Recreation Department through the permitting process.

Second Reading Changes

There have been no changes between first and second readings.

Staff Recommendation: Staff recommends approval of the second reading of an ordinance amending section 9.68.140 of the Central Point Municipal Code in regards to park property with outside vendors and rental apparatus.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 9.68.140 OF THE CENTRAL POINT MUNICIPAL CODE TO CLARIFY THE USE OF PARK PROPERTY WITH OUTSIDE VENDERS AND RENTAL APPARTUS SET UP IN THE PARKS WHEN USERS ARE RENTING PARK SPACE.

Recitals:

- A. The City has in place procedures for park reservations and for special events
- B. Park Reservations are only for the right to rent a structure of park area for a specified amount of time.
- C. Special Event permits are required if residents are bringing in items may potentially have an adverse impact to the park or only be for the exclusivity of those in the special event.
- D. Words ~~lined through~~ are to be deleted and words in **bold** are added.

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

Section 1. Chapter 9.68.140 of the Central Point Municipal Code is amended to read:

9.68.140 Reservation system.

- A. The use of the city parks shelter areas may be reserved for private functions by individuals or groups. A standard form shall be completed for each reservation and approved by the city manager or his or her designee.
- B. A nonrefundable fee will be established by resolution of the city council and will be charged for reservation of a shelter for private use. The fee may be waived by the city manager or his or her designee for public use.
- C. It shall be unlawful for anyone to interfere with or prohibit the use of a park shelter by the reserved party.
- D. Dunk tanks, party ponies, and jump houses or other similar structures or personal property involving activities that increase liability to the city as solely determined by the Parks and Recreation Department are not allowed in the parks as part of the shelter area rentals . Individuals or groups wishing to use**

dunk tanks, party ponies or jump houses or similar structures or personal property must submit a special event permit application, and provide the Parks and Recreation Department with proof of liability insurance, that meets or exceeds state tort claims limits. The permit application must be approved through the internal permitting process. No individuals or groups shall set up dunk tanks, party ponies or jump houses or similar structures or personal property unless specifically authorized by the Parks and Recreation Department through the permitting process.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2012.

Mayor Hank Williams

ATTEST:

City Recorder

[Return to Agenda](#)

Ordinance No. _____ (102512) Pg. 2