

**CITY OF CENTRAL POINT
City Council Meeting Agenda
January 10, 2013**

Next Res.1350
Next Ord. No.1969

**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. OATH OF OFFICE - 7:00 P.M.

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. SPECIAL PRESENTATION - Introduction of High Tech Crime Unit

VI. CONSENT AGENDA

- | | | |
|------------|----|---|
| Page 2 - 8 | A. | Approval of December 13, 2012 Council Minutes |
| 9 - 11 | B. | Approval of Temporary Street Closure for SO'Cross |

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. BUSINESS

- | | | |
|---------|----|---|
| --- | A. | Council President Appointment (Mayor) |
| 13 - 14 | B. | Council Representation Appointments (Mayor) |
| 16 | C. | Audit Presentation (Adams) |
| --- | D. | Planning Commission Report (Humphrey) |

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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.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
December 13, 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, Kelly Geiger, Carol Fischer, Kay Harrison, and Ellie George were present.

Interim City Manager Chris Clayton; City Attorney Paul Nolte; Police Chief Kris Allison; Community Development Director Tom Humphrey; Finance Director Bev Adams; Parks and Public Works Director Matt Samitore; and City Recorder Deanna Casey were also present.

IV. PUBLIC APPEARANCES

V. SPECIAL PRESENTATION

Mayor Williams presented Council Members Carol Fischer and Kay Harrison with plaques for their service to the City of Central Point.

VI. CONSENT AGENDA

- A. Approval of November 8, 2012 City Council Minutes
- B. Approval of OLCC Change of Ownership for Purple Parrot
- C. Approval of Committee Re-Appointments for 2013

Bruce Dingler 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; Hank Williams, yes; and Ellie George, yes. Motion approved.

VII. ITEMS REMOVED FROM CONSENT AGENDA - None

VIII. PUBLIC HEARINGS, ORDINANCES AND RESOLUTIONS

- A. **Public Hearing – Resolution Requesting a Public Hearing before the City of Central Point Municipal Court for the Purpose of Seeking Authority to Order the Demolition of a Derelict Structure Owned by Clyde and Susan Olson Located at 332 N. Second Street, Central Point, Oregon**

City Attorney Paul Nolte explained the structure located at 332 N. 2nd Street has been unoccupied for 20 years and has been in a state of disrepair for more than 9 years. It is now overgrown with weeds and berry bushes. In 2010 the owners were notified of the violations of the derelict structure ordinance. At that time, they responded by submitting a plan to clean up the property and sell it. This plan was not followed through.

In October 2012 the owners were again notified that the structure was in violation of CPMC 8.03 regarding Derelict Structures. The owners were requested to demolish the structure or the city would proceed to seek authority to have it demolished with the costs billed to them. The owners have not responded.

He explained the process to demolish the structure as set forth in the CPMC. The owners have been notified of this meeting and have the opportunity to present their case before the council.

Mayor Williams opened the Public Hearing.

Mrs. Sharon Olson – owner

Mrs. Olson explained that the last couple of years have been ruff for her and her husband in regards to health issues. It has been very difficult to work on the property in question because of these issues. They would like to save the structure and will provide the Council with a work plan and financial analysis for the repairs and upkeep of the property. They don't want to stop the process of the Council but they would like an extension. They have volunteers to help. The goal is to keep the property and structure within their family.

There was a discussion on the amount of work that needs to be complete. The council has options of postponing the current resolution to give the owners time to present a work plan and cost estimate. Council is concerned that they do not realize the amount of work and the cost associated with the amount of work that needs to be done. They are concerned that trying to fix the structure will be more of a burden on the couple then demolishing it.

Council agreed to allow Mr. and Mrs. Olson to return on January 24, 2013 with a cost estimate and project plan. At that time the Council will decide if they will go forward with the removal of the derelict structure.

Allen Broderick made a motion to revisit this Resolution and bring back this item at the January 24, 2013 directing staff to provide a letter explaining to Mr. and Mrs. Olson that they will be required to provide a time line and cost estimate to bring the property up to Code Standards. Kelly Geiger seconded. Roll call: Allen Broderick, yes; Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

B. Resolution No. 1347, Canvassing the Votes Cast at the General Election held November 6, 2012

Interim City Manager explained the City Charter and the State of Oregon requires that the Council canvass all election returns following the receipt of the certification results from the County Clerk. The proposed resolution canvasses the total number of votes cast at the election, the votes cast for each position, the name of each person elected to office and the office to which they have been elected. The resolution does not name a person for Ward IV. That determination is to be made by the City Council after reviewing the qualifications of Paul Coombs who received the highest number of votes. Incumbent Council Member Allen Broderick received the second highest number of votes.

Mr. Clayton explained that there have been questions regarding the qualifications that Mr. Coombs has submitted. Mr. Coombs is present to answer any questions that the Council may have to help clarify if he is a qualified candidate for City Council.

Mayor Williams reminded the Council of the requirement of residency for 12 months prior to the Election or appointment of a Council member.

Council Member Allen Broderick declared a conflict of interest and excused himself from the discussion.

Paul Coombs introduced himself and explained his qualifications and current address. He has lived in Central Point off and on over the last few years and has been at his current address on Ash Street for approximately nine months. He would like to be involved in the community and when he found out that there were no candidates running for the Ward IV position he decided to run a write-in campaign.

The Council discussed the qualifications for Mr. Coombs and agreed that he has not been a resident of Central Point for 12 months preceding the election, they do not feel he qualifies at this time to be a Council Member.

Kelly Geiger made a motion that Mr. Coombs does not qualify under the Charter regarding the 12 month residency for Council seat. Ellie George seconded. Roll call: Allen Broderick, recused; Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

Ellie George made a motion to Approve Resolution No. 1347, Canvassing the Votes Cast at the General Election held November 6, 2012, naming Allen Broderick as Ward IV Council Member. Kay Harrison seconded. Roll call: Allen Broderick, recused; Bruce Dingler, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

C. Resolution No. 1348, Amending the Financial Management Policy for the City of Central Point

Finance Director Bev Adams is expanding the Financial Policies to include significant processes and responsibilities. The Government Accounting Standards Board (GASB) rules are meant to keep funds separate. This resolution approves changes to Cash Management, Investments, Accounting procedures, fund balance requirements, and the High Tech Crime Unit Fund.

Allen Broderick made a motion to approve Resolution No. 1348, Amending the Financial Management Policy for the City of Central Point. Kay Harrison seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

D. Resolution No. 1349, Adopting GASB 54 Fund Balance Reporting for the City of Central Point

Mrs. Adams explained that the proposed resolution is in regards to changes required by the Government Accounting Standards Board (GASB) in order to delineate fund balances. They created several new categories of fund balances establishing a hierarchy by which governments will honor constraints on specific purposes for which monies will be spent, further establishing a financial position that can weather emergencies and economic fluctuations within fund balances.

Allen Broderick made a motion to approve Resolution No. 1349, Adopting GASB 54 Fund Balance Reporting for the City of Central Point. Kelly Geiger seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

E. Ordinance No. 1967, An Ordinance Amending Chapter 11.12.110 of the Central Point Municipal Code Adding Language Clarifying System Development Charge Credits

Parks and Public Works Director Matt Samitore stated that this is the second reading of an ordinance clarifying SDC credits. As requested wording has been added stating that the ten year limit will begin upon adoption of this ordinance. There were no other changes.

Kelly Geiger made a motion to approve Ordinance No. 1967, An Ordinance Amending Chapter 11.12.110 of the Central Point Municipal Code Adding Language Clarifying System Development Charge Credits. Kay Harrison seconded. Roll call: Allen Broderick, yes, Bruce Dinger, yes; Kelly Geiger, yes; Carol Fischer, yes; Kay Harrison, yes; Hank Williams, yes; and Ellie George, yes. Motion approved.

IX. BUSINESS

A. Request from School District No. 6 for Storm Utility Rate Discount

Mr. Samitore explained that in 2008 the Council implemented a storm utility fee to stabilize the storm drain maintenance and capital improvement needs. The ordinance allows for discounts to property owners who have designed their buildings and parking lots with bio-filtration or self contained storm drain systems. In 2008 the Council discussed options for a discount for the school district if they could provide a curriculum taught at the schools to inform students about clean water and water conservation. If taught from Elementary through high school the discount would be 25%. The school district did not provide a curriculum at that time and the option was removed from the adopted ordinance.

The school district is requesting language be added so that the curriculum they teach is eligible for a discount. They do not meet the design standard discounts. The only way the district could receive a discount is if the code is changed to include the curriculum language or retrofitting the existing buildings.

Spencer Davenport, School District No. 6 Financial Officer

Mr. Davenport reviewed the information regarding the option for the curriculum credit with the School District Board. They are interested in working with the city on language that could be added to the code in order to allow the district a discount on the Storm Utility Rates. He explained the current curriculum in regards to ground water and storm drains. He has talked with teachers and they feel they are educating their kids on the eco system and importance of clean ground water.

Mark Elias, Facilities Manager School District No. 6

Mr. Elias explained some of the projects the students have done throughout the community to enhance the ecology and stream maintenance and improvement.

There was discussion regarding a credit for items that should already be taught to student's verses a specific topic or education above and beyond what is regularly taught. There should be a way to track the education portion if the discount is applied and provide step increases instead of a full 25% discount for normal teaching materials. The Council would like to see something above and beyond in order to get the full discount.

The council would be in favor of the discount if they could see something in return showing education for the storm water and eco education.

B. Acceptance of Parks and Recreation Commission Report

Mr. Samitore stated that the Parks and Recreation Commission reviewed the rules that are in place for naming parks and structures. In order to name a park after a person they must be dead at least two years or a large donator of money to the park. The commission recommends changing the name of the park to Libby and Robert Pfaff Park instead of naming the amphitheater after Libby. It is already referred to as the Pfaff Park Amphitheater.

Council is in favor of this recommendation

C. Acceptance of Planning Commission Report

Community Development Director Tom Humphrey reported that the Planning Commission discussed the East Side TOD. It was an informal meeting which they will continue in January.

X. MAYOR'S REPORT

Mayor Williams reported that he attended a Medford Water Commission meeting and presented testimony regarding our water rates. He also attended the Central Point Light Parade and Christmas tree lighting and was pleased at the success of the new event this year.

XI. CITY MANAGER'S REPORT

Interim City Manager Chris Clayton reported that he attended the SOREDI meeting where Councilor Geiger was appointed to the Board. The Community Christmas was very successful. He also attended an MPO Tech meeting where Mr. Humphrey presented the Rail Crossing Project.

XII. COUNCIL REPORTS

Council Member Allen Broderick stated that he attended the Parks and Recreation Commission meeting.

Council Member Kelly Geiger reported that he attended the SOREDI meeting and the Central Point Chamber Board meeting.

Council Member Kay Harrison reported that she attended the RVCOG Executive Board meeting where they discussed the future roll of the COG. She will still be attending these meetings on behalf of the RVSS. She also attended the Light Parade and Tree Lighting.

Council Member Bruce Dingler reported that he attended the volunteer award lunch and the Community Christmas event.

Council Member Carol Fischer reported that she attended the Multicultural Committee.

Council Member Ellie George reported that she attended the Crater Foundation Dinner and Auction, and the Light Parade and Tree Lighting.

XIII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that they finally received the pumps for the reservoir, but the company forgot to send the bolts. He thanked everyone who helped and participated in the Light Parade and Tree Lighting. It seemed to be a popular event this year.

Chief Allison reported that the department was asked if they would allow one of their chargers to be displayed at a conference over in Bend to showcase the graphics on the cars. She attended the retirement party for the District Attorney. The Police Department is looking for local Central Point heroes to start a recognition program.

Community Development Director Tom Humphrey reported that staff is reviewing the final plans for Exit 35 in anticipation of the states approval. The LNG Construction project is complete. He updated the Council on the Destination Boot Camp group and meetings.

XIV. EXECUTIVE SESSION - None

XV. ADJOURNMENT

Kay Harrison moved to adjourn, Ellie George seconded, all said "aye" and the Council Meeting was adjourned at 8:40 p.m.

The foregoing minutes of the December 13, 2012, Council meeting were approved by the City Council at its meeting of January 10, 2013.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder

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STAFF REPORT

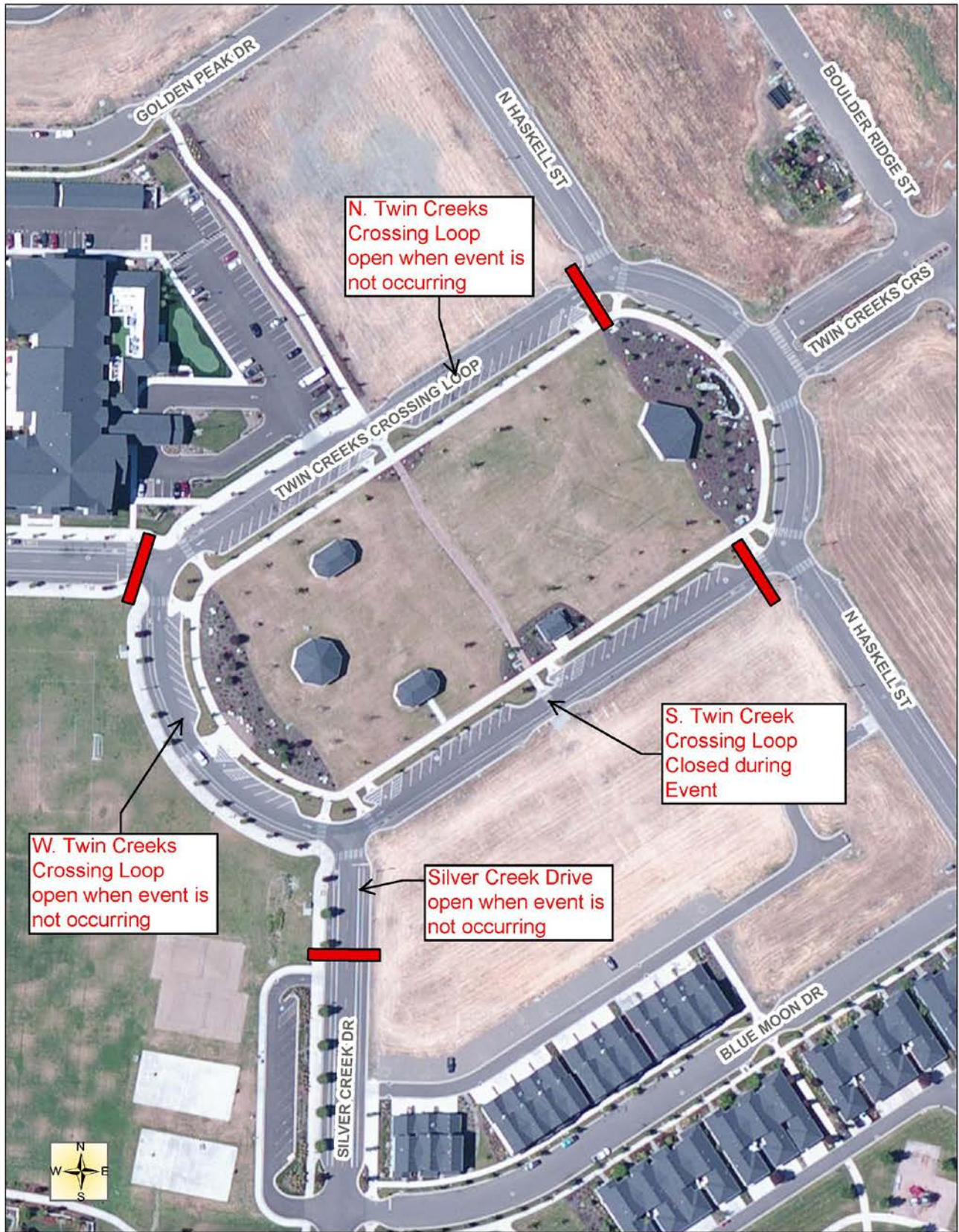
DATE: JANUARY 2, 2013
TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: MATT SAMITORE, DIRECTOR

SUBJECT: Temporary Street Closures for Southern SO' Cross 2012.

SUMMARY: The City Parks and Recreation department will be putting on the second annual SO'Cross bicycle event in Twin Creeks Civic Park on January 26, 2012. The event will be in the morning to mid afternoon. Staff expects near 100 riders in this year's event. A small section of Silver Creek Drive will need to be shut down for the event (see attached event map). Traffic will be diverted to Taylor and/or N. Haskell Street during the event.

RECOMMENDED MOTION: Staff recommends the temporary street closure.

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

Street/sidewalk
Closed to Traffic

Up & Over

Racers Route
Pedestrian Traffic

Tire obstacle

Sand Pit

Path Barriers



Business

**Local Committee
Representation**

City Council Representatives to Local Committees

1. **Central Point Citizens Advisory Committee**, Bruce Dingler
6:30 p.m. 2nd Tuesday - January, April, July, October (Subject to
Change) Contact: Tom Humphrey 541-423-1025
2. **Parks and Recreation Commission**, Allen Broderick
Quarterly, Council Chambers
Contact: Jennifer Boardman 541-423-1042
3. **Parks and Recreation Foundation**, Allen Broderick
Meetings vary
Contact: Jennifer Boardman 541-423-1042
4. **Multicultural Committee**, [REDACTED]
2nd Monday Quarterly at 6:00 pm, Council Chambers
Contact: Deanna Casey 541-423-1026
5. **Arts Commission**, Allen Broderick
Meet quarterly
Contact: Jennifer Boardman 541-423-1042
6. **Visitor Information Center**, Bev Adams, [REDACTED], Matt Samitore
2nd Tuesday each month, 12:00 p.m.
Contact: Chamber 664-5301
7. **RVCOG Board of Directors Meetings**, [REDACTED]
4th Weds each month, 11:45 a.m.
Contact: 664-6676 ext. 202
8. **Bear Creek Greenway Committee**, [REDACTED], Matt Samitore
Meetings vary.
Contact: Jenna Stanke 774-6231, stankeJS@jacksoncounty.org
9. **Jackson County Expo Board**, [REDACTED]
3rd Tuesday each month, 6:00 p.m. Fair Board Room
Contact: Dave Koellermeier, 776-7270
10. **So. Oregon Regional Econ. Dev. Inc. (SOREDI)**, Kelly Geiger
1st Tuesday each month, 3:30 alternating between Medford and G.P
Contact: Angie 773-8946

11. **School District No. 6 Board Meeting**, Ellie George
2nd and 4th Tuesday of each month, 7:30 p.m. Location varies
Contact: Robin 541-494-6200
12. **Regional Sewer Rate Committee**, [REDACTED]
Quarterly on the 2nd Monday of the Month, 12:00 p.m. Avista Utility
Contact: Carl Tappert, 541-779-4144
13. **Rogue Valley Sewer Systems**, [REDACTED]
4th Wednesday each month, 7:30 p.m. 2915 S. Pac Hwy
Contact: Carl Tappert, 541-779-4144
14. **Medford Water Commission**, Hank Williams
1st and 3rd Wednesday each month, 12:30 p.m. Lausman Annex.
Contact: Medford Water Commission 774-2430
15. **Regional Problem Solving Committee**, Chris Clayton, Hank Williams
1st Tuesday each month, 7:30 a.m. RVCOG
Contact: Sandi 541-423-1334
16. **RVTD Board Meetings**, [REDACTED]
last Wednesday of the month 5:30 p.m. at Medford Court House
17. **Jackson County Fire District No. 3 Board**, Kelly Geiger
3rd Thursday each month, 7:30 p.m. White City Station
Contact: Dan Peterson, 541-826-7100

Transportation Advocacy Committee (TRADCO), Mike Quilty
2nd Tuesday each month, 12:00 p.m. Jackson County
Contact: Kim Parducci 774-2100

Metropolitan Planning Organization (RVMPO), Mike Quilty, [REDACTED]
4th Tuesday each month, 2:00 p.m. Smullin Center
Contact: Vickie Guarino 541-423-1333

Airport Advisory Committee, Mike Quilty
3rd Monday of each month, Noon at Airport Terminal
Contact: Vicki Waltner 541-776-7222

Medford-Ashland Air Quality Maintenance Area, Mike Quilty,
Kay Harrison. Meeting dates and times vary

Rogue Valley Area Commission on Transportation, Mike Quilty
2nd Tuesday each month, 9:00 a.m. Location varies
Contact: Pat Foley 541-423-1372

Not represented at this time:

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RVCOG Executive Committee, [REDACTED]
4th Weds each month, 11:00 a.m. at Avista Utilities Rm B
Contact: 664-6676 ext 202

Business

Audit Presentation



Staff Report

Finance Department
Bev Adams, Finance Director

To: Mayor & Council
From: Bev Adams, Finance Director
Date: January 10, 2013
Subject: Audit presentation

Background:

The audited Comprehensive Annual Financial Report for the year ended June 30, 2012 has been completed and approved by Council.

Our city auditor Chris Dye, CPA, from the local firm of Johannsen, Dye & Purkeypile, CPA's was not able to present the document to Council at that time. He will be on hand to formally present and comment on the audit.

Please feel free to ask any questions you may have concerning his assessment of the City in regards to the financial condition or financial operations in general – he is here for the purpose of addressing your concerns.

If you cannot locate your copy of the Financial Report please let me know or go to our website for an electronic copy.

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Business

**MPO/RVACT
Twin Creeks
Rail Presentation**

Twin Creeks Transit Oriented Development was approved in 2001

- State of the Art Mixed Use Development and Master Plan
- Received an Ahwahnee Award of Honor as a public/private collaboration

Four Major Infrastructure Improvements to Facilitate Build out

- Pine and Haskell Intersection and Signal
- Pine Street Railroad Crossing
- Taylor/Haskell Redesign'
- Twin Creeks Crossing

Obstacles to Obtaining Final Crossing Order for Twin Creeks

- ODOT conflicts necessitated City assuming SR99 Jurisdiction
- Pine Street Improvements first before CORP would sign off
- Requirement to Upgrade Scenic then close Seven Oaks
- IGA with Jackson County to obligate
- Reconciliation with local farmer at Seven Oaks Crossing
- Easement agreements with CORP
- New FEMA maps impact Twin Creeks
- Economic Downturn affects cash flow and financing to proceed

Pursuit of Funding to Build Twin Creeks Crossing

- Developer/City Funded with SDCs and taxes
- Connect Oregon Loan with City/Developer pay back
- Created Urban Renewal Agency to leverage TIF

Benefit of New Twin Creeks Crossing

- Completes Infrastructure Improvements for Build out
- Connectivity for NW Quadrant facilitates new transit route
- Lessens congestion at Pine/Haskell/Hwy 99
- Improves Safety for all vehicle traffic, school buses, bikes and pedestrians
- Opens door for further economic development in TOD, specifically mixed-use/commercial (Asante, etc.)
- Improves connectivity through Twin Creeks to new URAs

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Master Planning to Preserve Resources, Demonstrate Fiscal Responsibility and Create a Sense of Place

Twin Creeks: Transit Oriented Development Central Point, Oregon



UNDER
CONSTRUCTION
(TODAY)

48th International Making
Cities Livable Conference

PB's PlaceMaking Group

Conceptual Plan Makes for Better Comprehensive Outcome

Successful Process, Successful Plan

- 230-acres, adj. to historic downtown
- Community-wide planning process
 - citizens & developers
 - city, state & federal agencies
- Transit-oriented and sustainable
 - mixed-use urban core, higher densities around transit, surrounded by lower density neighborhoods
 - pedestrian orientation , connected grid of streets
 - integrated stormwater, parks, and open spaces
 - zoning, form-based development standards



Part of Regional Strategy to Support Transit



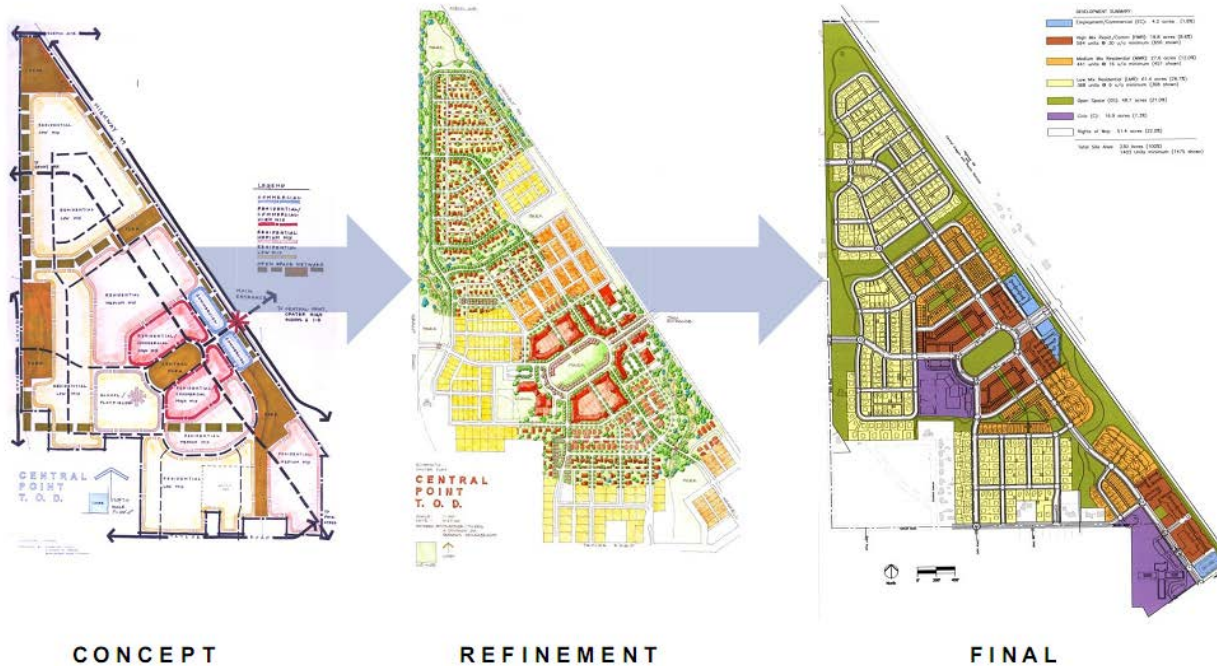
2001 Ahwahnee Award for excellent sustainable community design

Twin Creeks TOD

PB's PlaceMaking Group

Twin Creeks TOD

Comprehensive & Evolutionary



Twin Creeks TOD

PB's PlaceMaking Group

Housing Densities Can be Successfully Integrated and Maintained

Housing for all Types of Families

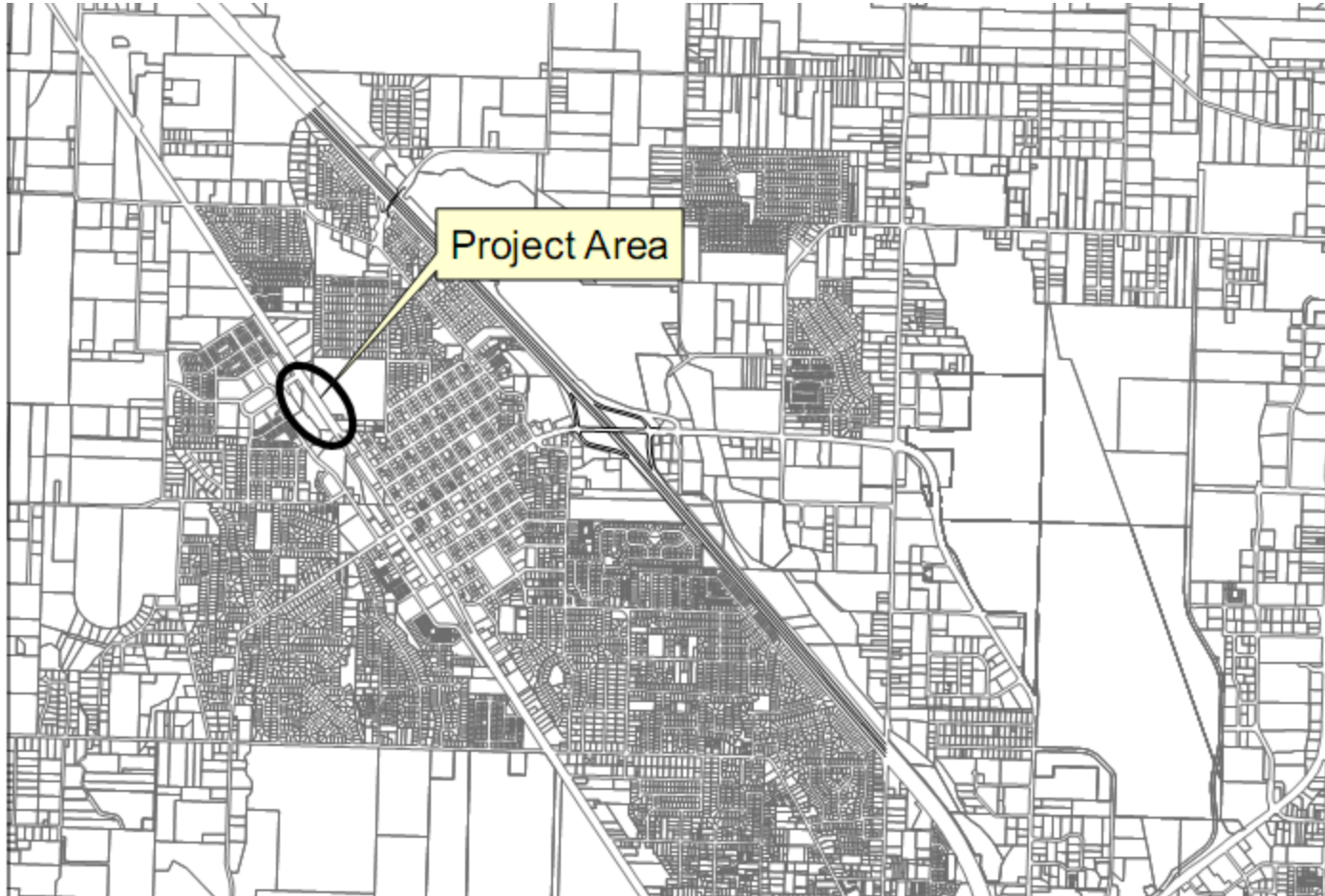


Twin Creeks TOD



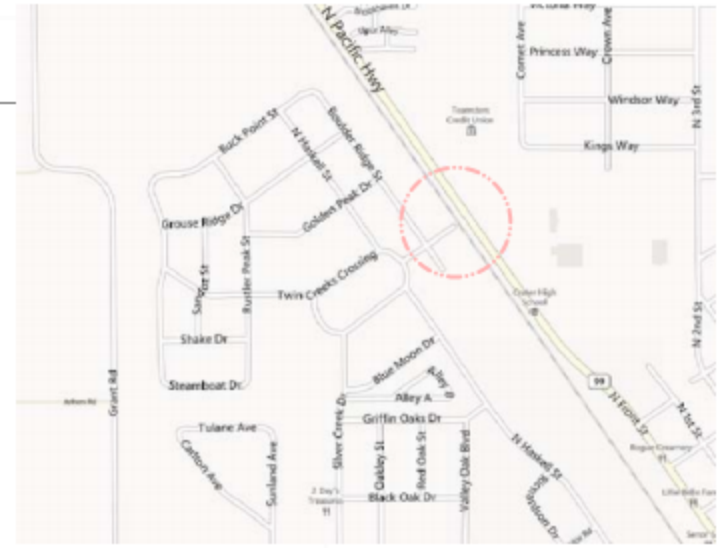
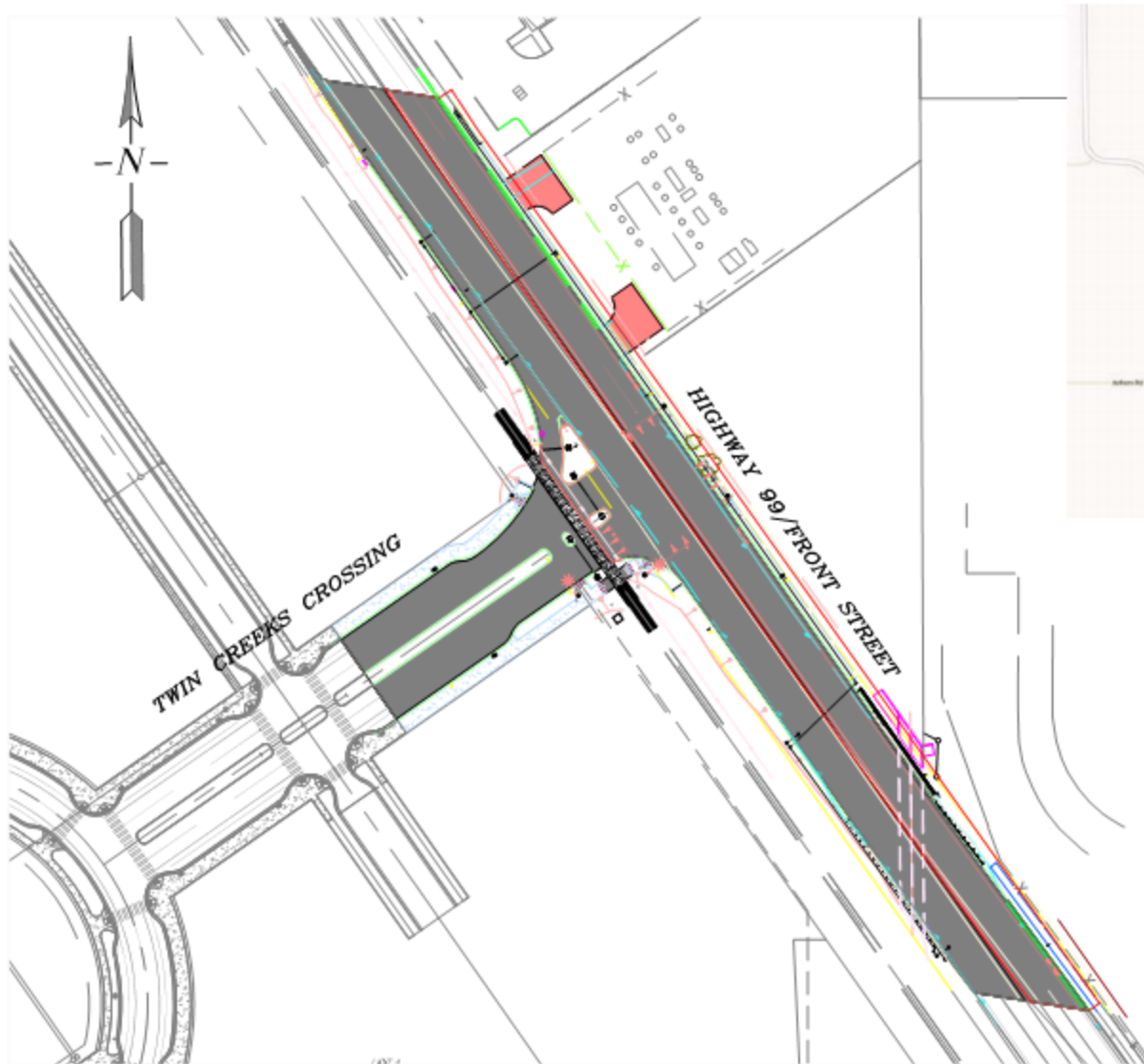
PB's PlaceMaking Group

Vicinity Map

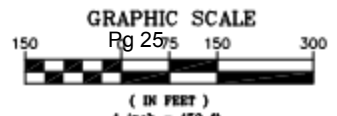


Proposed Area of Construction



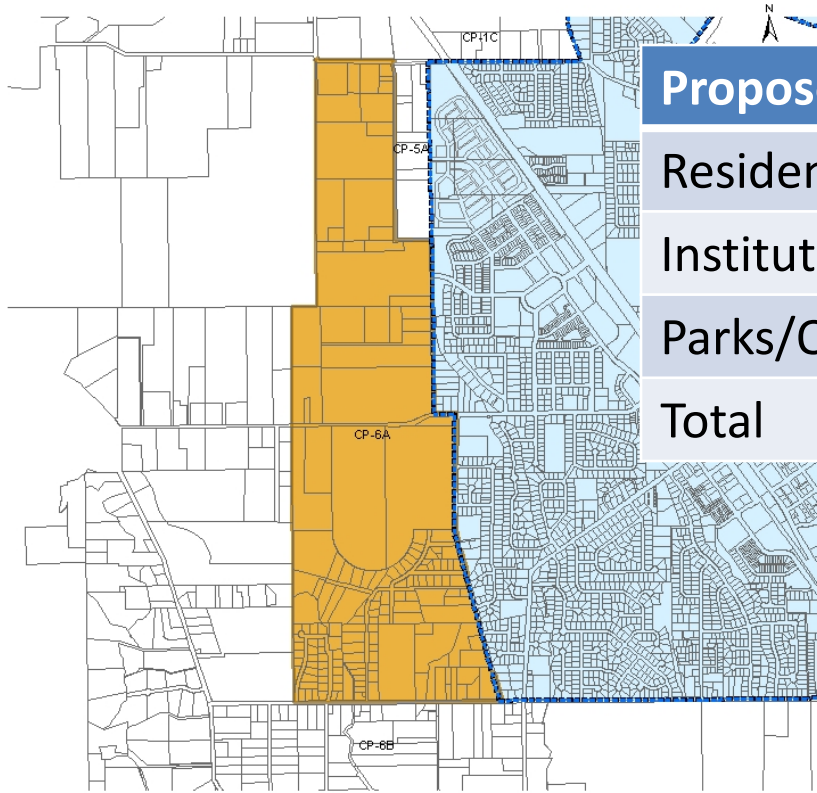


Highway 99/Front St. Improvements SITE MAP - VICINITY₂₀₁₂



**Highway 99/Front St
Improvements**
City of Central Point Oregon

EXHIBIT A
2015-2018 STIP
ENHANCE



Proposed Land Use	%	Acres
Residential	76%	337.44
Institutional	4%	17.76
Parks/Open Space	20%	88.8
Total	100%	444

Central Point
Proposed Urban Reserves Areas
CP-6A Taylor Road
2010

Legend
 Urban Growth Boundary
 CP-6A Taylor Road

Conclusion/Questions

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