

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, November 8, 2018

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Hank Williams

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Bruce Dingler	Ward I	Present	
Michael Quilty	Ward II	Excused	
Brandon Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff Present: City Manager Chris Clayton; Parks and Public Works Director Matt Samitore; City Attorney Dan O'Connor; Police Chief Kris Allison; Captain Dave Croft; Community Development Director Tom Humphrey; Principal Planner Stephanie Holtey; Community Planner II Justin Gindlesperger; and City Recorder Deanna Casey.

IV. SPECIAL PRESENTATIONS

1. Best of the Best Recognition (Police Department)

Police Chief Kris Allison explained that Channel 12 has a competition each year to find out where the Best of the Best are in the Rogue Valley. Over the last few years they have encouraged citizens to make recommendations. This year Central Point Officer JR Godley was chosen as the Best of the Best for Law Enforcement Officer in the Rogue Valley. Officer Godley is very active in the community with pop warner and local football teams. Central Point was also recognized for best middle school; high school; Principle; Teacher; Fire Fighter; Twin Creeks for retirement community; Seven Oaks Farm and the Grange Co-op.

V. PUBLIC COMMENTS

Jackson County Commissioner Bob Strosser.

Commissioner Strosser stated that he was just visiting with the community and checking in. He thanked the Elected Officials who will be moving on after the election for their service. There was no specific reason for tonight's visit.

VI. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Brandon Thueson, Ward III
SECONDER:	Rob Hernandez, At Large
AYES:	Williams, Dingler, Thueson, Browning, Hernandez, Parsons
EXCUSED:	Michael Quilty

- A. **Approval of October 25, 2018 City Council Minutes**
- B. **Acceptance of September 30, 2018 Financial Statements**

- C. **Approval of Community Christmas Parade Route and Temporary Street Closure**

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. ORDINANCES, AND RESOLUTIONS

- A. **Resolution No. _____, Approving the Second extension of the Solid Waste Disposal and Landfill Capacity Guarantee Agreement with Dry Creek Landfill, Inc.**

City Manager Chris Clayton explained that the City and Rogue Disposal have been working to provide a modernized solid waste facility for the citizens of Central Point. The initial agreement was signed in 1997 with the initial agreement term extending until 2029. There are options for 10 year extensions to be considered in 2009 and 2019. The City Council approved the first 10 year extension of the capacity guarantee agreement February 17, 2009.

Rogue Disposal/Dry Creek Landfill has submitted a letter of request asking the Council to consider the second 10 year extension. Extending the Solid Waste Disposal and Landfill Capacity Guarantee Agreement offers several benefits to the citizens including the ability to service the needs of Central Point citizens; ensures that solid waste is properly disposed of in a manner consistent with all local; state and federal regulations. Approval of a new 10 year extension will not alter the current agreement and all remaining terms will remain in full.

Michael Parsons moved to approve Resolution No. 1558, Approving the Second Extension of the Solid Waste Disposal and Landfill Capacity Guarantee Agreement with Dry Creek Landfill, Inc.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Parsons, At Large
SECONDER:	Tanea Browning, Ward IV
AYES:	Williams, Dingler, Thueson, Browning, Hernandez, Parsons
EXCUSED:	Michael Quilty

B. Resolution No. _____, Adopting Findings, Authorizing an Exception from Competitive Bidding and Awarding a Contract to Brown and Caldwell for an Update to the City Water Master Plan

Parks and Public Works Director Matt Samitore explained that Brown and Caldwell, Inc., completed our 2008 Water Master Plan, as well as additional updates to the master plan in 2010, 2012, and 2014. They also maintain the city's water system hydraulic model, which allows us to make critical decisions about efficient operation of our water infrastructure.

It is time to update our Master Plan and staff would like to award the bid to Brown and Caldwell, Inc. We are asking the Council to approve the attached Resolution stating an exception from the competitive bid process. Brown and Caldwell have knowledge of our system and knowledge of the Medford Water Commission System which makes them the best option for Central Point. We have already invested significant time and resources with them and the City has been happy with their work. The city is saving significant time and public resources by maximizing the company who has knowledge of our infrastructure.

The City Attorney recommended one change in the agreement by changing one reference from Utah to Oregon. There was discussion about why staff believes that the bid process would not give us better results. They have talked with other engineers who know that Brown and Caldwell has background with us and they would not be able to provide a lower bid.

City Manager Chris Clayton stated that we as a city believe in the competitive bid process and have not used an exception in the past. We believe this is the best option for the city for this project.

Rob Hernandez moved to approve Resolution No. 1559, Adopting Findings, Authorizing an Exception from Competitive Bidding and Awarding a Contract to Brown and Caldwell for an Update to the City Water Master Plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Hernandez, At Large
SECONDER:	Brandon Thueson, Ward III
AYES:	Williams, Dingler, Thueson, Browning, Hernandez, Parsons
EXCUSED:	Michael Quilty

IX. BUSINESS

A. Bicycle Safety Improvements Pine Street (7th-Exit 33)

Mr. Samitore explained that the City received an All Roads Safety Training (ARTS) Grant through the Oregon Department of Transportation (ODOT) to analyze potential safety improvements for bicyclist's riding East bound on East Pine Street from 7th Street to the Exit 33 overpass. Staff signed a contract with RH2 Engineering, and they have prepared a set of plans based upon ODOT's initial review. The drawings show elimination of most of the third east bound travel lane in order to delineate the bicycle lane. The proposed design would meet the requirements of the grant.

The complete elimination of most of the third eastbound lane could potentially cause other traffic issues. A traffic impact analysis should be conducted if this plan is favored by the council. The city has not received any plans from ODOT on further enhancements to the overpass itself. Staff would like to obtain a second option of a separated bike/pedestrian path that would not utilize as much of the right-of-way. He presented an option that showed safety enhanced bike lanes in green and keep the current configuration. We are concerned that if we make changes now to the lane configurations ODOT will not be able to incorporate those changes in future plans for the overpass.

Mr. Clayton explained the possible need for two left turn lanes onto I-5 heading south in the near future. Before we make changes we need to know what the plans are for the overpass by ODOT.

Consensus is that the city should not proceed with this project until further information is gathered from the State regarding the overpass.

B. Floodplain Management Update

Community Planner II Justin Gindlesperger provided a brief overview of the City's floodplain management program. The city participates in the National Flood Insurance Program (NFIP), which has minimum management standards for communities, but Central Point implements higher standards to promote a stronger community. Central Point has seven streams with 208 acres in the high risk floodplains.

Participation in NFIP provides base floodplain management standards and makes federal flood insurance available for all residents and businesses in our community. The city participates in the Community Rating System (CRS), which allows us to earn automatic flood insurance discounts of 20% on flood insurance premiums. Participation in the CRS requires documentation and certification from the City. The recertification for the 2017/2018 cycle has been completed and the city continues to maintain records of the management activities through Newsletter articles and a detailed webpage.

C. 2019 Citizen Survey Update

Principal Planner Stephanie Holtey updated the Council on the current status of the 2019 Citizens Satisfaction Survey. We have conducted several meetings to discuss proposed questions. There are too many questions and staff will be working to make the survey shorter. The questions and topics are still being refined to pin point the

information we are looking for. Citizens have responded in the past that they like the "Small Town Feel" of Central Point but we have never been able to define what that means to them. Several of the questions this year will work on clarifying what that means.

Mr. Clayton explained all the work that Mrs. Holtey has done with this project. She has taken on the project and managed it well. If Council has any specific questions or concerns regarding the proposed survey they are welcome to contact Mrs. Holtey by Tuesday next week. Participation for the survey will be online, we will send out information asking all citizens to participate. It has been discussed offering a discount on a water bill or recreation class to help increase participation.

Mr. Clayton has been working with a Strategic Planning Specialist and hopes to be able to use some of the survey questions towards that process. There was discussion regarding questions from the last survey and if we have done anything about the results. We implemented fees after the last survey because citizens showed they would support them for Parks and Police.

D. Planning Commission Report (Humphrey)

Community Development Director Tom Humphrey presented the Planning Commission report for November 6, 2018.

- The Planning Commission continued a public hearing to consider a Master Plan for the Chicory Village in the TOD Corridor. The applicant has requested a continuance for one more month in order to allow the applicant's agent time to add updated material in the Master Plan addressing concerns raised by the Commission at a previous meeting. No additional public comment was received at the meeting.
- The Commission continued a public hearing to consider a Tentative Plan for a 22 lot subdivision known as Chicory Village. The applicant requested the continuance for one more month in order to allow their agent to address concerns raised by the Commission and staff at the previous meeting. No additional comment was received at the meeting.
- The Commission held a public hearing to consider a housing implementation Plan (HIP) to monitor and respond to housing concerns in the City including affordability. The HIP sets forth a series of short and long range actions and is intended to be updated on a five year cycle. Actions to be considered include regulatory reforms, affordable housing incentives, funding sources and ongoing monitoring programs. The HIP represents Central Point's participation in response to a Regional Housing Strategy developed as a condition of the Grater Bear Creek Valley Regional Plan. The Commission discussed the plan and recommended City Council approval with recommended changes.

X. MAYOR'S REPORT

Mayor Hank Williams reported that he attended:

- The arrival celebration for JD Day at the airport and later at Don Jones Memorial Park for a Meet-N-Greet.
- The Medford Water Commission meeting.

XI. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- RVTD has presented an alternate bus route. They are having issues turning on to 2nd Street from Pine. Staff will be reviewing their proposal and return to Council with updates.
- He attended the MakerSpace ground breaking ceremony.
- The City has received the first lease payment for the Upton Road Farm property.
- He will be researching taxes regarding Bed and Breakfast properties.
- The city will be having the Volunteer Thanksgiving Lunch next Wednesday. All committee members are invited to attend.
- There will be a ceremony at the Don Jones Memorial Park on Monday for Veterans Day.
- Staff will be asking the Council to help with some Differed Improvement Agreements that were set up years ago by a previous Public Works Director. These agreements state that the property owner would be required to make public improvements in front of their property if asked by the city. Some of these are very old and no longer valid.

XII. COUNCIL REPORTS

Council Member Tanea Browning reported that:

- She had a fantastic vacation with her family last week.
- She was honored to attend the best of the best for Southern Oregon where Central Point cleaned house. Congratulations to JR Godley for his recognition and the School District for collecting four awards as well. Alvarez Construction from Central Point was another recipient. I am very proud that our city is home to so many incredible businesses and organizations.
- She attended the ground breaking ceremony on Monday night for Craterworks at the old Crater Iron building. It was well attended, there is a video on Facebook that is pretty popular. She thanked those who attended and is looking forward to the ribbon cutting ceremony in early spring.
- She will be attending the LOC Training for Elected Officials on Friday, December 14th in Grants Pass. She would love to car pool or caravans with other elected officials. This travel date will give us the opportunity to chat about the training.

Council Member Michael Parsons reported that:

- He attended the JD Day Welcome Home event at Don Jones Park. He is truly a hometown hero to many.
- He attended the CraterWorks ground breaking ceremony.

- He attended the Planning Commission meeting on Tuesday.

There were no other reports.

XIII. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that:

- The last change orders for Twin Creeks Rail Project are approved by Legal Counsel and are ready to be signed by all parties. We are hoping to start construction in December.
- The Veterans Day event will be at Don Jones Memorial Park on Monday November 12, 2018. We are having all Veterans speak this year.

Police Chief Kris Alison reported that:

- The JD Day welcome home was well attended. She was so impressed with the amount of people at the airport and park in support of our hometown hero.
- The Police Department did a greenway sweep today. This is done every other week by the Central Point Police for our part of the greenway. Our officers provide handouts for resources and make sure no one is miss-using the greenway.

Community Development Director Tom Humphrey reported that:

- The Citizens Advisory Commission met this week and entertained the idea of rezoning property at the south end of 2nd Street. The Planning Commission will discuss this option in January.
- He has been contacted by Ted Zuk, Jackson County Development Services Director/Building Official regarding the time frame of UGB Amendment.
- He handed out a flyer for the Brownfields Grant program. Staff is informing different businesses in the city about the option to use this grant. We will be helping Don Pfaff with the grant for his building assessment on Pine Street. We have two years to use the funds available.

City Attorney Dan O Conner attended a neighborhood conference in FL and he looks forward to talking to staff about some of the ideas and programs coming from that conference.

Finance Director Steven Weber had no report.

XIV. EXECUTIVE SESSION UNDER ORS 192.660 (2)(h) Legal Counsel

Rob Hernandez moved to adjourn to Executive Session under ORS 192.660 (2)(h) Legal Counsel. Michael Parsons seconded. All said "aye" and the regular meeting was adjourned to Executive Session at 8:38 p.m.

The Council returned to regular session at 9:19 p.m.

XV. ADJOURNMENT

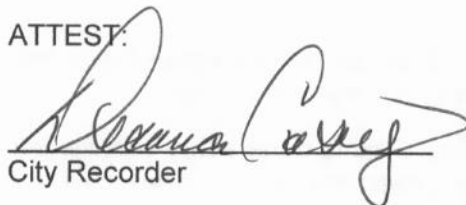
Brandon Thueson moved to adjourn. Tanea Browning seconded. All said "aye" and the meeting was adjourned at 9:20 p.m.

The foregoing minutes of the November 8, 2018, Council meeting were approved by the City Council at its meeting of December 13, 2018.

Dated: 12/13/18


Mayor Hank Williams

ATTEST:


City Recorder