

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes Thursday, December 13, 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	Present	
Brandon Thueson	Ward III	Absent	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff present: City Manager Chris Clayton; City Attorney Sydnee Dreyer; Parks and Public Works Director Matt Samitore; Community Development Director Tom Humphrey; Finance Director Steven Weber; Principal Planner Stephanie Holtey; Police Captain Dave Croft; and City Recorder Deanna Casey.

IV. SPECIAL PRESENTATIONS

1. Special Recognition of Council Members

City Manager Chris Clayton read two proclamations in honor of out going Council Members Bruce Dingler and Michael Quilty. They have served the citizens of Central Point for several years and contributed to the success of Central Point.

2. School District No. 6 Report

Spencer Davenport, Chief Financial Officer for School District No 6. presented a brief report on the School District. They have a great partnership with City Staff but the School District wants to get to know the City Council as well. He explained some of the projects the kindergarten classes have done this year. Different projects are being offered at the Makers Space location.

Dillon Curr a senior at Crater Academy of Public Services (CAPS) explained that CAPS has been a great program for him. He had an internship at S&B James and has learn very important skills.

Mr. Davenport stated that CraterWorks will be open to the students and the community in February. The district has purchased the old Asante property and plan

to turn it into a learning center. The District will be asking the citizens to approve a general bond in 2019. He hopes that the Council and Community will continue to support School District No. 6.

V. PUBLIC COMMENTS

VI. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taneea Browning, Ward IV
SECONDER:	Michael Quilty, Ward II
AYES:	Williams, Dingler, Quilty, Browning, Hernandez, Parsons
ABSENT:	Brandon Thueson

- A. **Approval of November 8, 2018 City Council Minutes**
- B. **Proclamation Thanking Michael Quilty for his Leadership, Dedication and Commitment to the City of Central Point**

- C. **Proclamation Thanking Bruce Dingler for his Leadership, Dedication and Commitment to the City of Central Point**

- D. **Acceptance of Park Commission Report**

VII. ITEMS REMOVED FROM CONSENT AGENDA

VIII. PUBLIC HEARING

A. Resolution No. _____, A Resolution Approving the Central Point Housing Implementation Plan, A Housing Strategy 2019-2024

Principle Planner Stephanie Holtey presented a power point explaining the Central Point Housing Implementation Plan (HIP) and Housing Strategy. This document will be used to help the City plan for the next five years. This lays out the preferred strategy to address our housing supply and affordability needs for the City and the region. This plan builds on policies that have already been approved by the City Council; it does not create new policies.

She explained the background of the Regional Plan and the requirements the jurisdictions need to have in place prior to expanding their UGB. The City's HIP implements goals and policies in the Housing Element and satisfies the requirement in the Regional Plan to develop a regional housing strategy. This was developed in collaboration with regional partners and other local jurisdictions.

Prior to approval of the UGB expansion there will be joint meetings of the CAC, Planning Commission and Jackson County Planning Commission. There will also be public hearings to allow citizen involvement. After the County has reviewed and approved the expansion it will be sent to DLCD for their review and acknowledgement.

She explained the process and how the Citizens Advisory Commission reviewed the plan to see if it was a good fit for Central Point, the Planning Commission reviewed to make sure it would abide by land use laws, and the City Council has the final approval and recommendations.

There are several actions recommended:

- Residential code amendments will streamline the residential code and increase the minimum densities and amend the ADU standards to comply with SB1051. We have been asked to consider cottage housing as a permitted housing type in some locations of the city.
- Evaluate infill barriers - We will evaluate the barriers preventing infill within the city limits. Several vacant lots could be used for housing or businesses but we have parking requirements or set back requirements that prevent the projects from moving forward.
- Implement a transient lodging tax for short-term rentals - The use of short term rentals can cause a shortage of available homes for rent or purchase by citizens who want to live in the area. We will be looking at ways to get the short term rentals to register with the City and that local and state taxes are paid.

Staff has been working on the UGB amendment application and making sure that we comply with the regional plan. We will continue to monitor our build able lands inventory and work on our Regional Plan compliance.

She explained there are some concerns from citizens about the executive summary. There were a few minor revisions and clarifications for actions. These revisions added clarification but are not substantive. The language in the summary states Activity Center which better clarifies the mixed use and pedestrian friendly areas.

Mayor Williams opened the public hearing.

Larry Martin - acting as CAC member and Citizen

He is concerned with the process because the activity center language was not introduced to the CAC or the Planning Commission. He is concerned the Planning Commission and Council are not given the time needed to understand the entire document. He feels it is a bad practice to change references in the material after it has been forwarded from the CAC or the Planning Commission. As a citizen he would like more information regarding the activity circles in the UGB. He doesn't feel that the Council or citizens have enough clarification of what these are or where they will be located.

Mrs. Holtey stated that the Activity Center phrase is the same as Mixed Use Pedestrian Friendly Areas. It is just a shortened phrase but means the same thing. Staff only changed the wording, not the meaning or locations. Mr. Humphrey explained that people like the TOD and Twin Creeks type of subdivision which is similar to what the Activity Center referred to. The policy has already been adopted

by the Housing Plan, this is just a work plan to help plan the next five years. Activity Centers are the obligation of the city, not a requirement for specific property owners. The city is required to have a certain percentage of each zoning district within the city. It is not a requirement where they are located and can be changed when other areas become available as long as the percentage is adequate to fulfil state requirements.

It was explained that these issues can be taken care of when we adjust our boundaries. We are required to assign zoning designations when we bring land into the UGB. It does not have to stay that designation if there are better options with additional expansions. Property owners will have an option to work with the city on the land use designation when they are brought into the city. Eliminating the language "Activity Center" will not change anything in the document. As a planner we try to keep the documents relevant.

Mr. Martin explained that the CAC and Planning Commission didn't have an executive summary. The Activity Center Language confused them. He thinks the process is more of a problem than the document. He is concerned that there wasn't as much transparency as there should be. Documents get forwarded but they change between meetings.

Mayor Williams closed the public hearing.

Mrs. Dreyer stated that an executive summary is not the document itself. It just summarizes what the document is about. To remand back to either the CAC or the Planning Commission would be time consuming.

Mike Quilty moved to approve Resolution No. 1560 A Resolution Approving the Central Point Housing Implementation Plan, A Housing Strategy for 2019-2024 as presented.

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

IX. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____, A Resolution Canvassing the Votes Cast at the General Election held November 6, 2018

City Manager Chris Clayton stated that the City Charter requires the Council to canvass all election returns at the first regularly scheduled meeting following receipt of the Certification of Election Results. The proposed resolution specifies who won the election for each position presented to the voters of Central Point.

Rob Hernandez moved to approve Resolution No. 1561, Canvassing the Votes Cast at the General Election held November 6, 2018.

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

B. Resolution No. _____, Adopting Code of Conduct for Recreation Program Participants, Volunteers, and Instructors

Parks and Public Works Director Matt Samitore explained the need to clarify a standard of conduct for people who participate in programs or volunteer for the City. This will provide direction for all volunteers, instructors, and recreation program participants with basic acceptable standards for the City of Central Point. The proposed conduct policy will be signed by those attending recreation classes, volunteering at city events and teaching our recreation classes. The document also provides consequences for unacceptable behavior which range from a verbal warning to removal from Parks and Recreation programs.

Mike Parsons moved to approve Resolution No. 1562, A Resolution Adopting Code of Conduct for Recreation Program Participants, Volunteers, and Instructors.

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

X. BUSINESS

A. Planning Commission Report

Community Development Director Tom Humphrey presented the December 4, 2018 Planning Commission report.

- The Commission held a public hearing and approved a Master Plan for Chicory Village residential development located at 3428 and 3470 Chicory Lane. Building designs were revised to address concerns with scale, parking and access. Agreements were reached with Public Works regarding the extension of Haskell Street, use and ownership of parks and open space. The Commission authorized a lesser rear setback for signal story houses and allowed six foot high fences as part of the Master Plan.
- The Commission held a public hearing and approved a tentative subdivision with conditions discussed at an earlier meeting for Chicory Village.

RESULT:	FOR DISCUSSION ONLY
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XI. MAYOR'S REPORT

Mayor Williams reported that he attended:

- The Chamber Mixer at Banner Bank.
- The Memorial Service for Lee Johnson who was a long time friend and Fair Board member.
- A SOREDI open house.
- The Medford Chamber Forum Lunch
- A Foster Grandparents holiday event.

XII. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- He has been working on performance evaluations with a modified evaluation this year.
- The Penninger Road Fire Restoration project is moving along. They have been involving student tours and shoring up the banks of the creek to reduce the possibility of erosion.
- The City Attorney has been working on a draft ordinance amendment for the weed abatement program. We hope to bring this before the Council in January.
- The Citizen Survey is being shortened and is now down to 15 minutes. He thanked Mrs. Holtey for all her hard work on this important project.
- He received a letter from concerned Medford citizen about restaurants using plastic products. They would like to see cities ban the use of one use straws and packaging.
- RVTD presented a map of new recommendations for bus stops. One is located right in front of Print Quick downtown. Staff will bring this item to Council at a future study session.
- He thanked Mrs. Holtey for her work on the housing plan. She is a very important part in moving the plan forward and getting our UGB expansion approved. There are several parts to a UGB expansion and she is doing a great job keeping them all involved.
- There will be two items to discuss in executive session tonight.

XIII. COUNCIL REPORTS

Council Member Mike Parsons reported that:

- He attended the Volunteer Recognition lunch at City Hall.
- He attended the Medford Chamber lunch forum.
- The Community Christmas and Light Parade was well attended. He rode on the trolley with the Mayor and Santa Claus.
- He attended a Planning Commission meeting.

- He attended the first annual Winner Winner Chicken Dinner and the Little Warrior Project. They raised \$90,000 dollars which will go to Shriners and Dornbeckers.

Council Member Tanea Browning reported that:

- She attended the November Study Session.
- She helped with the Community Christmas and participated in the Lights Parade.
- Decorating downtown is a separate event from the Community Christmas. They helped the businesses downtown decorate with garland.
- She attended an LOC meeting in Salem.
- She attended the Medford Chamber lunch forum.
- Greeters will be at Key Bank on December 18th. All are invited to attend and help support our chamber members.

Council Member Rob Hernandez reported that he attended:

- The volunteer recognition lunch at City Hall.
- The Study Session.
- A Crater Foundation event
- The Memorial for Lee Johnson.
- The Medford Chamber Forum.
- The Southern Oregon Timber Industry banquet.

Council Member Mike Quilty reported that:

- He attended the Study Session and Community Christmas and Light Parade.
- He attended a subcommittee meeting for MPO to look at the Rogue Transit District funds to encourage people to reduce the use of single occupancy vehicles. They are working on an agreement with RVTD to add bike and pedestrian projects in the valley.
- He attended Airport meetings where they are seeing a huge amount of growth.
- This has been an amazing group of people to work with and he has agreed to do another year of transportation meetings to represent the City of Central Point and the Region.

XIV. DEPARTMENT REPORTS

Parks and Public Works Director Matt Samitore reported that the Twin Creeks Rail construction will be on hold until after the holidays. They are taking time off to spend with their families.

Captain Dave Croft reported that a pedestrian was hit and killed on I-5 this morning around 6:15 am. The pedestrian was crossing I-5 which is illegal. He updated the Council on the December 4th dog attack. Thanks to our officers quick response and the youth that called in the attack. The outcome could have been worse than her losing her arm.

Finance Director Steve Weber reported that we are working on a short term rental Ordinance to add to the business license code. There are other changes needed to the land use code to accommodate these rentals in order to be able to enforce the transient lodging tax code.

Community Development Director Tom Humphrey stated that we have been helping to facilitate property sales and compliance with the Brownfields funds. Five properties are taking advantage of this program.

Principal Planner Stephanie Holtey stated that most of her efforts have been about tonight's discussion and the UGB amendment. We have most of our documents updated and should be able to submit in April. These projects have been her top priority.

XV. EXECUTIVE SESSION ORS 192.660 (2)(a) and ORS 192.660 (2)(e)

Mike Quilty moved to adjourn to Executive Session under ORS 192.660 (2)(a) and ORS 192.660 (2)(e). Rob Hernandez seconded and the Council adjourned to Executive Session at 9:05 p.m.

The Council returned to regular session at 9:20 p.m.

A. Motion to: Accept the Offer of \$70,000 for City Property located at 466 S. 1st Street

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

B. Motion to: Approve the City Manager Agreement

City Manager Chris Clayton stated that he did not have any recommended changes to the language in the City Manager contract this year. Mayor Williams recommends a pay raise of 5% and increase the amount of differed compensation to the maximum limit allowed.

Mike Parsons moved to approve the City Manager Agreement as presented, a pay raise of 5% and increase the differed compensation amount to the maximum allowed.

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

XVI. ADJOURNMENT

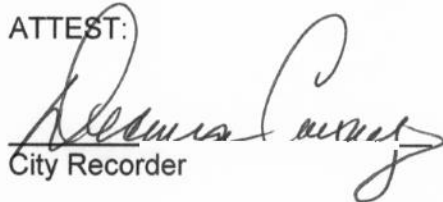
Mike Quilty moved to adjourn. Tanea Browning seconded. All said "aye" and the meeting was adjourned at 9:30 p.m.

The foregoing minutes of the December 13, 2018, Council meeting were approved by the City Council at its meeting of January 10, 2019.

Dated: 1/10/19


Mayor Hank Williams

ATTEST:


City Recorder

