

CITY OF CENTRAL POINT  
 PARKS AND RECREATION COMMISSION MINUTES  
 AUGUST 20, 2020

I. MEETING CALLED TO ORDER

Patricia Alvarez called the meeting to order at 6:00 pm.

II. ROLL CALL

Attendee Name	Title	Status	Arrived
Patricia Alvarez	Parks Commissioner	Present	
Dennis Browning	Parks Commissioner	Present	
Fran Cordeiro-Settell	Parks Commissioner	Present	
Jennifer Horton	Parks Commissioner	Present	
Lee Orr	Parks Commissioner	Present	
Sharon Rogers	Parks Commissioner	Present	
Stephanie Hendrickson	Parks Commissioner	Present	

III. APPROVAL OF MINUTES

A. **Parks and Recreation Commission - Regular Meeting - Feb 20, 2020 6:00 PM**

<b>RESULT:</b>	<b>ACCEPTED [5 TO 0]</b>
<b>MOVER:</b>	Jennifer Horton, Parks Commissioner
<b>SECONDER:</b>	Lee Orr, Parks Commissioner
<b>AYES:</b>	Alvarez, Browning, Horton, Orr, Rogers
<b>ABSTAIN:</b>	Stephanie Hendrickson
<b>ABSENT:</b>	Fran Cordeiro-Settell

IV. CHANGES TO AGENDA

Election of a vice-chair was added to the agenda. Dave reported that while a vice-chair was not required by municipal code, having one would provide for a meeting chair if Patty was unable to attend a meeting. Lee Orr volunteered to serve in the position and the commission supported the offer.

V. PUBLIC APPEARANCES

No public appearances.

VI. BUSINESS

A. **Community Center Update**

Matt reported that a second public meeting scheduled to discuss the proposed community center had been canceled due to Covid-19. The logistics of holding a public meeting outside would have been too difficult. Chris Clayton, City Manager, had also asked the department to put a hold on planning for the community center due to the potential impact of the pandemic on city property tax revenue. If the revenues are 95% of normal then planning for the facility would move forward. If lower, the project would be put on hold for another year. Another potential option for funding the facility would be to increase fees but this wouldn't be considered

until after the election in November. If the city does move forward with the project, the goal would be to have one more public hearing and then move to City Council in February for approval of the project.

**B. An Ordinance Amending CPMC Chapter 9.68.020 Child Supervision to Comply with ORS 163.545 Child Neglect**

Dave reported that this was an amendment to an existing ordinance that will correct Central Point Municipal Code Section (CPMC) 9.68.020 which reads: "Children under the age of six years are not allowed to come upon, use or play in the city's parks without adequate supervision by a responsible older person". Code would be updated to conform with Oregon Revised Statute 163.545 Child Neglect in the Second Degree which states that "A person having custody or control of a child under 10 years of age commits the crime of child neglect in the second degree if, with criminal negligence, the person leaves the child unattended in or at any place for such period of time as may be likely to endanger the health or welfare of such child." If approved, CPMC 9.68.020 will be amended to change the age from 6 to age 10. If the Park Commission agrees to the change, the ordinance amendment will be forwarded to City Council for final approval and once approved by council, city park signs will be updated to reflect the change.

<b>RESULT:</b>	<b>REFERRED TO COUNCIL [UNANIMOUS]</b>
	<b>Next: 10/8/2020 7:00 PM</b>
<b>MOVER:</b>	Jennifer Horton, Parks Commissioner
<b>SECONDER:</b>	Lee Orr, Parks Commissioner
<b>AYES:</b>	Alvarez, Browning, Horton, Orr, Rogers, Hendrickson
<b>ABSENT:</b>	Fran Cordeiro-Settell

**C. Central Point Cemetery Presentation**

Dave reported that due to citizen complaints about the poor condition of the Central Point Cemetery and the lack of response by the current owner, City Council had decided to move forward with consideration of taking ownership of the property. If ownership of the property is transferred to the city, the Parks and Recreation Commission would provide oversight. The cemetery site is 7.5 acres with 1,970 plots. It is currently owned by the Restoration and Beautification Foundation which is a nonprofit organization.

According to Oregon State Statutes, the facility would be considered an "operating cemetery" which means that the city would be required to provide burials for those who had purchased but had not used their plot(s) prior to transfer of ownership. As a cemetery owner, the city would also need to be licensed by the state and maintain permanent records for all interments. The process for taking ownership of the cemetery would include transfer of the property and development of municipal code and cemetery rules.

Concerning cemetery maintenance, the primary issues would be managing weeds and grass, trees and shrubs, ground squirrel damage, and keeping the site clean. Long-term issues would include headstone repair/cleaning, improving pathways, and developing an access point connecting the cemetery with Don Jones Memorial Park and Oregon Fallen War Heroes Memorial. Additionally a cemetery management plan to guide long-term maintenance and a database to provide the public information on locations of family members would need to be developed. City funding for projects and maintenance would in the neighborhood of \$25,000 annually and would probably come from Hotel/Motel Tourism Taxes. The next step in the process would be a City Council Resolution to Proceed which would allow staff to move forward with drafting municipal code and cemetery rules, working out the property transfer details, and developing a budget. If everything goes well, the city would take ownership by July 1, 2021.

Patty asked if we knew how many plots had been purchased but not used. Dave said that because many of the historical records had been destroyed over time it would be nearly impossible to estimate. Sharon asked if there were any remaining burial plots that would be available for sale. Dave said that the city did not want to get in the business of selling new plots but just focus on existing pre-sold agreements. Matt added that the bottom line was that in the past when the city considered taking over ownership of the cemetery, the concern had been that city would be in the business of digging graves. The rules would be established so that the responsibility of preparing graves would be with the owner and/or mortuary. Lee asked if the entire property was taken up entirely with grave sites or was there a portion didn't have any burial plots. Dave that cemetery plots seemed to filled the entire acreage. It's sometimes difficult to tell since there are areas where headstones are missing.

Stephanie asked how often regular maintenance would need to be done on the site. Matt said that contractors would be hired to do maintenance since park crews would not have the time to take on the additional work. Scheduling would depend on need. It may be every other month or more or less. It would also depend on how many volunteers are involved in maintaining the cemetery. Matt also said that if the city did own the cemetery it would count towards total open space acreage which would help with future development.

## VII. UPDATES

Special Events: Nikki said that the City Wide Yard Sale had been transitioned to the Chamber of Commerce and would be held next Saturday. There will be a Veterans Day event although details need to be worked out. Fireworks that had been canceled for July 4<sup>th</sup> will be held on Veterans Day instead. Liam's Trunk or Treat will held in October. It will be a drive through event and probably the only Halloween event in the city. Community Christmas will be held but again details will need to be worked out, but there will be a tree lighting as usual.

Recreation Programs: Elizabeth reported while there had been fewer summer program, those that had been held had been successful, particularly the summer camps. Covid-19 guideline had been in place for all classes. Work in underway on the Fall catalogue which will be virtual only to save funds. There will be both in-person and virtual classes.

Park Updates: Dave reported that most projects planned for the current two-year budget had been completed. The Flanagan Park Playground had been installed and opened in June. The zip line element had been damaged within a few weeks of the opening and was in the process of being repaired. The City Council had committed \$100,000 towards building the Dennis Richardson Memorial. An additional \$180,000 would need to be raised to install the project as designed. The Purple Heart emblem at the Oregon Fallen War Heroes Memorial had been stolen and criminals responsible and emblem had not been found. A replacement was in the process of being made.

VIII. UPCOMING MEETING DATE

The next meeting is schedule for Thursday, November 19, 2020 at 6:00 pm.

IX. ADJOURNMENT

The meeting was adjourned at .

The next scheduled meeting is December 3, 2020.