

CITY COUNCIL MEETING AGENDA

June 26, 2025

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov



10. Meeting Called to Order

20. Pledge of Allegiance

30. Roll Call

40. Recognitions, Community Group Reports

50. Public Comments

The City Council sets aside 20 minutes for in-person public comments on non-agenda items. Comments are limited to three (3) minutes per individual, five (5) minutes per group or organization. Please complete a public comment form before speaking.

The City Council encourages written comments. Please submit your comments by regular mail to City Council, 140 S Third St, or by email to meetings@centralpointoregon.gov. Comments must be received by noon on the date of the meeting to be noted in the record. Please include the date of the Council meeting with your comments.

60. Consent Agenda

A. Approval of June 12, 2025, Meeting Minutes

70. Items Removed from the Consent Agenda

80. Public Hearing

Public comments will be allowed on items under this part of the agenda following a brief staff report presenting the item and action requested. The presiding officer may limit testimony.

For land use matters and other quasi-judicial appeals: Comments are limited to a total of 30 minutes for applicants and/or their representatives. They may request a 5-minute rebuttal time. Appellants and/or their representatives are limited to a total of 30 minutes and if the applicant is not the appellant they will also be allowed a total of 30 minutes. All other participants are limited to 4 minutes.

For matters that are legislative or administrative and are not quasi-judicial:

Comments are limited to 4 minutes per individual, group or organization.

Please complete a public comment form before speaking.

- A. Adopting the Budget; Make Appropriations and Levy Taxes for the Biennial Budget Period July 1, 2025 to June 30, 2027
Steve Weber, Finance Director
- B. Electing to Receive State Revenue Sharing Funds for the Fiscal Year July 1, 2025 to June 30, 2026.
Steve Weber, Finance Director
- C. Resolution approving a 2023-25 Supplemental Budget
Steve Weber, Finance Director

90. Ordinances and Resolutions

- A. Ordinance Amending CPMC 2.16--Planning Commission (1st Reading)
Stephanie Powers, Planning Director
- B. Resolution of Intent Initiating Urbanization Comprehensive Plan and Land Development Code Amendments
Stephanie Powers, Planning Director
- C. Certifying the Provision of Municipal Services by the City of Central Point, Oregon
Steve Weber, Finance Director
- D. Approving Appointments and Adopting General Procedures for Fiscal Year 2025-26
Steve Weber, Finance Director
- E. Lease Purchase Agreement for Police Vehicle
- F. Resolution Updating Signers on City Bank Accounts
Matt Samitore, Parks and Public Works Director
- G. Resolution Adopting Amended Council Rules
Sydnee Dreyer, City Attorney
- H. Resolution Approving IGA for Change Order Community Center
Matt Samitore, Parks and Public Works Director

100. Business

110. Mayor's Report

120. City Manager's Report

130. Council Reports

140. Department Reports

150. Executive Session

The City Council will 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.

160. Adjournment

Individuals wishing to attend a meeting via Zoom or needing special accommodations such as sign language, foreign language interpreters, or equipment for deaf and hard of hearing people must request such services at least 72 hours before the City Council meeting. To make your request, please contact the City Recorder at 541-423-1015 (voice) or by e-mail to meetings@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta pública de la ciudad por favor llame con 72 hora de anticipación al 541-664-3321 ext. 201.

CITY COUNCIL MEETING MINUTES

June 12, 2025

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov



1 Meeting Called to Order

2 Pledge of Allegiance

3 Roll Call

The following members were present: Mayor Taneea Browning, At Large Rob Hernandez, At Large Michael Parsons, Ward II Kelley Johnson, Ward I Neil Olsen, Ward IV Brian Whitaker

The following members were absent: Ward III Grey Zimmerman

The following staff were also present: City Manager Chris Clayton, City Attorney Sydnee Dreyer, Parks and Public Works Director/Assistant City Manager Matt Samitore, Police Chief Scott Logue, Planning Director Stephanie Powers, Community Planner III Justin Gindlesperger, and City Recorder Rachel Neuenschwander

4 Public Comments

Central Point Resident Debbie Burrows addressed the council regarding her concerns about illegal fireworks in the community.

In response, Chris Clayton, the City Manager, clarified that he had sent Ms. Burrows an email addressing her concerns, which was copied to the entire city council. He explained that he was in the process of amending the fireworks ordinance in July to stiffen penalties for illegal fireworks use and limit the time period for legal fireworks use.

Central Point resident Rhonda Klug presented a petition for a dog park at Forest Glen Park.

Central Point resident Don Chandler also provided information on the

construction costs for the dog park.

Matt Samitore, Parks and Public Works Director, responded that the council had previously referred the dog park issue to the Parks Commission for a comprehensive review of options throughout Central Point. He invited the presenters to attend the August Parks Commission meeting where all potential locations will be discussed.

5 Public Agency Comment

6 Consent Agenda

A. Approval of May 15, 2025, Meeting Minutes

Motion: Approve

Moved By: Rob Hernandez **Seconded by:** Michael Parsons

Roll Call: Members Tanea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson, Neil Olsen, Brian Whitaker voted yes. None voted no.

7 Items Removed from the Consent Agenda

8 Public Hearing

A. Resolution Increasing Parks Maintenance Fee

Mayor Tanea Browning read the public hearing statement and none of the council declared any conflicts of interest.

Chris Clayton, City Manager, presented a joint proposal for increasing both the parks maintenance fee and the public safety fee. He explained that these increases were necessary to address budget challenges, including personnel cost increases of 10-15% and materials/services cost increases of 7-8% annually.

Mr. Clayton provided an overview of the city's financial status, projecting an ending fund balance between \$5.25 and \$5.5 million for the current fiscal year. He noted that the proposed 2025-27 budget included a deficit of approximately \$325,000 in the general fund.

The City Manager compared Central Point's tax and fee rates with other nearby cities, highlighting that Central Point ranked second in combined property taxes and fees. He emphasized that the proposed fee increases were intended to close the budget deficit and maintain service levels.

Mr. Clayton recommended implementing at least a phased approach to the fee increases, though he personally suggested implementing the full increase immediately to address the deficit more quickly.

Mayor Browning, opened the public hearing, no one came forward and the hearing was closed.

Neil Olsen moved to amend Resolution No. 1824 to adopt a Property Tax increase from the current tax rate of 4.47% to 4.6% in year one and 4.7% in year two. The motion did not pass with two votes of yes and 4 votes of no.

Neil Olsen made a second motion to amend Resolution No. 1824 with a reduced fee increase for Multi-Family Residential of \$0.25 for year one and year two and a reduced single family fee increase of \$.50 for year one and \$.50 for year two. The motion failed with a tie vote of three votes of yes and three votes of no.

Michael Parsons moved to approve Resolution No. 1824 a Resolution adopting incremental increases to Parks Maintenance Fee effective July 1, 2025 and July 1, 2026 as originally presented.

Motion: Approve

Moved By: Michael Parsons **Seconded by:** Rob Hernandez

Roll Call: Members Taneea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson voted yes. Neil Olsen and Brian Whitaker voted no.

B. Resolution Increasing Public Safety Fee

Chris Clayton, City Manager gave another brief overview of his presentation regarding the Public Safety Fee.

Mayor Browning opened the public hearing. No one came forward, and the public hearing was closed.

Rob Hernandez moved to approve Resolution No. 1825 a Resolution adopting incremental increases to the Public Safety Fee effective July 1, 2025 and July 1, 2026.

Motion: Approve

Moved By: Rob Hernandez

Seconded by: Kelley Johnson

Roll Call: Members Tanea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson voted yes. Neil Olsen and Brian Whitaker voted no.

C. Resolution Adopting Amended Official Compensation Package

City Attorney Sydnee Dreyer presented a resolution to amend the official compensation package for public officials. This amendment was necessitated by a recent Oregon Government Ethics Commission opinion regarding the provision of meals and refreshments to employees and volunteers during meetings and events.

Ms. Dreyer explained that the proposed changes would explicitly allow for the provision of meals, snacks, and beverages of de minimis value during council meetings, planning commission meetings, training sessions, and special events. She noted that many other cities and counties in Oregon were taking similar actions to ensure compliance with the ethics commission's interpretation.

Mayor Browning opened the public hearing. No one came forward, and the public hearing was closed.

Neil Olsen moved to approve Resolution No. 1826 a Resolution adopting the 2025 Revised Official Compensation Package for Public Officials - Effective June 1, 2025.

Motion: Approve

Moved By: Neil Olsen

Seconded by: Kelley Johnson

Roll Call: Members Tanea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson, Neil Olsen, Brian Whitaker voted yes. None voted no.

9 Ordinances and Resolutions

A. Ordinance Amending Chapter 3.20 Liquor Licenses

City Attorney Sydnee Dreyer presented the second reading of an ordinance amending Chapter 3.20 of the municipal code regarding liquor licenses. She explained that the purpose of the amendment was to bring the city's code into compliance with state law and clean up inconsistencies in the processing of liquor license applications.

Ms. Dreyer emphasized that the council would still have the opportunity to make recommendations to the Oregon Liquor Control Commission (OLCC) regarding license approvals or denials. The main change was in the process for applicants to address the council if a denial was recommended, which would now be part of a public hearing rather than a separate appeal process.

During discussion, Council sought clarification on the process for liquor license applications and the city's role in making recommendations to the OLCC. City Attorney Dreyer explained that the city recorder would process applications, the council would make recommendations, and the OLCC would make final decisions on license approvals.

Michael Parsons moved to approve Ordinance No. 2127 an Ordinance amending in part Central Point Municipal Code Chapter 3.20 - Liquor Licenses to add Sections 3.20.000 Purpose and Scope and 3.20.005 Definitions; amend Sections 3.20.010 Application, 3.20.020 Recommendation for Approval of License, and 3.20.030 Recommendation for Refusal of License, and repeal Section 3.20.055 Appeal.

Motion: Approve

Moved By: Michael Parsons **Seconded by:** Rob Hernandez

Roll Call: Members Taneea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson, Neil Olsen, Brian Whitaker voted yes. None voted no.

B. Resolution Authorizing Vacation of Portion of Alder Street

Matt Samitore, Parks and Public Works Director, presented a resolution to initiate the vacation of a portion of Alder Street between Front Street (Highway 99) and First Street. He explained that this section of right-of-way was no longer needed by the city and that property owners on both sides had requested the vacation.

Mr. Samitore noted that the south side of the street had already been vacated in previous years. He recommended that the council initiate the vacation process, which would then be reviewed by the planning commission before returning to the council for final approval.

Rob Hernandez moved to approve Resolution No. 1827, a Resolution of the City Council of the City of Central Point authorizing a City-initiated vacation of a portion of Alder Street public right-of-way between Pine Street and First Street.

Motion: Approve

Moved By: Rob Hernandez

Seconded by: Michael Parsons

Roll Call: Members Taneea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson, Neil Olsen, Brian Whitaker voted yes. None voted no.

C. Moore Family Fields Phase 3 Construction

Matt Samitore presented a bid for the Moore Family Fields Phase 3 construction project. He reported that only one bid was received, from Pilot Rock Excavation, for \$462,257. The project involves demolishing and installing the last three fields, as well as infrastructure for stormwater management.

Mr. Samitore stated that work was expected to commence within the next two weeks and be completed by November.

Rob Hernandez moved to approve Resolution No. 1828 accepting Pilot Rock Excavation, Inc., as contractor, in the amount of \$462,257, for the Moore Family Fields Phase 3 Construction project.

Motion: Approve

Moved By: Rob Hernandez

Seconded by: Kelley Johnson

Roll Call: Members Tanea Browning, Rob Hernandez, Michael Parsons, Kelley Johnson, Neil Olsen, Brian Whitaker voted yes. None voted no.

D. North 10th Street Design Contract

Matt Samitore presented a recommendation to approve a professional services agreement for the North 10th Street improvement project. He explained that the city used a qualifications-based selection process and negotiated a contract with RH2 Engineering for \$221,871.

Mr. Samitore noted that the project was funded by a bike and pedestrian grant through the MPO. He anticipated that engineering would start immediately, with the project going out to bid in December and construction starting in 2026.

Neil Olsen moved to approve Resolution No. 1829, a Resolution approving a Professional Services Agreement for the North 10th Street Engineering contract to RH2, Inc. for \$221,871, and authorizing the City Manager to execute the contract with RH2 Engineering Inc.

10 Business

A. Presentation of Draft Local Wetland Inventory

Justin Gindlesperger, Community Planner III, presented an update on the city's Local Wetland Inventory (LWI). He explained that the Department of State Lands (DSL) was preparing to start their final review of the inventory.

Mr. Gindlesperger outlined that the LWI would be part of the updated Environmental Management Element of the city's comprehensive plan, addressing statewide planning goals 5, 6, and 7. He noted that the city had elected to use the "safe harbor" approach, which set standard protections for significant wetlands.

The presentation included maps showing the locations of significant wetlands within the city, most of which were in parks and open space areas. Mr. Gindlesperger explained that the inventory would help inform developers about wetland locations and avoid delays in the development process.

Council members asked questions about the protection of wetlands and the process for adopting the inventory. Mr. Gindlesperger clarified that once the DSL formally adopts the LWI, the city would move forward with updating its Environmental Element, which would include developing local protection programs for the identified wetlands.

B. Planning Commission Report

Stephanie Powers, Planning Director reported on the June 3rd Planning Commission meeting, where the commission discussed draft amendments to Chapter 2.16 of the municipal code, which governs the planning commission's operations. Key changes included adding a purpose statement, allowing internal election of officers, and updating language on unexcused absences.

The Planning Director also mentioned ongoing work on the Environmental Element of the comprehensive plan, the development of an exclusive agricultural holding zone for new UGB areas, and other upcoming land development code amendments.

11 Mayor's Report

Mayor Browning reported on various activities, including:

- She was interviewed by a SOU journalism student on some of the biggest issues facing communities and messaging around students/young people wanting to get involved in government.
- She spoke to five third grade classes from Jewett on the importance of their involvement in the community and how to connect passion with purpose, and addressed the entire student body of Crater High school and staff with the proclamation we approved at the last meeting.
- She was interviewed this week by two juniors at Crater for their civics course.
- She attended all three elementary schools' DARE graduation and was honored to be featured in the dunk tank on DARE days at Twin Creeks on Monday.
- She attended the Rodeo, and the regional Mayors meeting in May along with the study session. Greeters was hosted at the little league field in May, and we had the dedication of the Moore Family Fields yesterday.

- She has been participating in the ongoing development of SOREDI's CED's document that was presented to the SOREDI board this week. We had our last committee meeting on the content in May and approved the draft to be adjusted and opened for public comment this week. The board meeting also covered the ED recruitment for SOREDI.
- She attended a housing presentation at the Medford library that incorporated land trust agreements to offer equity building for people that qualified with little down, as low as \$500 per month. This model looked promising.
- She announced that she would not be present at the June 26th meeting, and Councilor Rob Hernandez would lead the meeting in her absence.

12 City Manager's Report

City Manager Chris Clayton provided updates on the following:

- The 2023 audit is expected to be completed soon, with the 2024 audit scheduled for July 11th.
- The new Finance Director, Tessa, will begin work on June 23rd.
- Positive feedback was received about the Little League ceremony and the Moore Family Fields project.
- A study session is scheduled for Monday night at the community center.
- Changes to the council's agenda format will be proposed at the next meeting.

13 Council Reports

Council members provided individual reports on their activities since the last meeting, including attendance at various committee meetings, community events, and engagement with constituents.

14 Department Reports

Police Chief Scott Logue reported on personnel updates, including a graduation from the police academy and new recruits starting their training.

Parks and Public Works Director Matt Samitore mentioned potential funding issues with the West Pine Street project and emphasized the

importance of having city council representation on regional transportation policy committees.

15 Agenda Building

16 Adjournment

Neil Olsen moved to adjourn, all said aye and the meeting was adjourned at 8:18 p.m.

The foregoing minutes of the June 12, 2025, Council meeting were approved by the City Council at its meeting of _____, 2025.

Dated:

Mayor Taneea W. Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Steve Weber, Finance Director

SUBJECT: Adopting the Budget; Make Appropriations and Levy Taxes for the Biennial Budget Period July 1, 2025 to June 30, 2027

SUMMARY AND BACKGROUND:

On May 5th and May 12th, 2025 the Central Point Budget Committee met to discuss the proposed 2025-27 biennial budget. The budget was approved to be presented to the City Council for formal adoption. The total budget to be appropriated is \$67,752,410. No changes have been made to the budget since it was approved by the Central Point Budget Committee.

FINANCIAL ANALYSIS:

Stated in the background information above.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 – Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 – Invite public trust.

STRATEGY 5 – Communicate effectively and transparently with the public.

ATTACHMENTS/EXHIBITS:

1. 2025.27 Adopting Budget Resolution

STAFF RECOMMENDATION:

- 1) Hold a public hearing for the purpose of allowing citizen comments or ask questions about the approved budget.
- 2) Approve the resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution to adopt the budget; make appropriations and levy taxes for the biennial budget period July 1, 2025 to June 30, 2027.

RESOLUTION NO. _____

**A RESOLUTION TO ADOPT THE BUDGET; MAKE APPROPRIATIONS
AND LEVY TAXES FOR THE BIENNIAL BUDGET PERIOD
JULY 1, 2025 THROUGH June 30, 2027**

RECITALS:

- A. Oregon statute (ORS 294.326) requires municipalities to prepare and adopt a financial plan (budget) containing estimates of revenues and expenditures in compliance with Oregon budget laws prior to making expenditures or tax certification.
- B. No increases were made to the proposed tax levy of the approved budget, nor were any budget estimates increased more than 10% as limited by law.
- C. A public hearing was duly held by the City Council of Central Point, Oregon on June 26, 2025 for the approved biennial budget in the amount of \$67,752,410.

The City of Central Point resolves as follows:

To adopt the budget, make appropriations and levy taxes for the biennial budget period beginning July 1, 2025 and ending June 30, 2027.

Section 1. Taxes and other receipts of the City of Central Point are hereby appropriated for the purposes set forth below.

Fund/Object Classification	Appropriation
<u>General Fund</u>	
General Fund - Administration	2,255,585
General Fund - City Enhancement	460,000
General Fund - Technical Services	1,728,595
General Fund - Mayor & Council	169,370
General Fund - Finance	1,766,250
General Fund - Parks	3,327,990
General Fund - Recreation	1,407,745
General Fund - Planning	1,307,715
General Fund - Police	13,275,725
General Fund - Interdepartmental	6,563,995
Total General Fund	32,262,970

Fund/Object Classification	Appropriation
<u>Street Fund</u>	
Street Fund - Operations/Capital Projects	7,798,860
Street Fund - SDC Capital Projects	58,000
Street Fund - Interdepartmental	2,620,760
<i>Total Street Fund</i>	10,477,620
<u>Federal Stimulus Grant Fund</u>	
Fed. Stimulus Grant Fund – Capital Projects	725,000
<i>Total Federal Stimulus Grant Fund</i>	725,000
<u>Community Center Fund</u>	
Community Center Fund - Personnel Services	235,245
Community Center Fund - Materials & Services	156,500
Community Center Fund – Capital Projects	165,000
<i>Total Community Center Fund</i>	556,745
<u>Capital Improvements Fund</u>	
Capital Improvements Fund - Park SDC Capital Projects	891,000
Capital Improvements Fund - Interdepartmental	466,500
<i>Total Capital Improvements Fund</i>	1,357,500
<u>Reserve Fund</u>	
Reserve Fund - Capital Projects	150,000
Reserve Fund - Interdepartmental	831,000
<i>Total Reserve Fund</i>	981,000
<u>Debt Service Fund</u>	
Debt Service Fund - Debt Service	1,326,455
Debt Service Fund – Interdepartmental	23,100
<i>Total Debt Service Fund</i>	1,349,555
<u>Building Fund</u>	
Building Fund - Personnel Services	932,935
Building Fund - Materials & Services	140,660
Building Fund - Interdepartmental	1,036,405
<i>Total Building Fund</i>	2,110,000

Fund/Object Classification	Appropriation
<u>Water Fund</u>	
Water Fund -Operations/Capital Projects	10,210,435
Water Fund -Interdepartmental	1,346,565
<i>Total Water Fund</i>	11,557,000
<u>Stormwater Fund</u>	
Stormwater Fund - Operations/Capital Projects	1,814,685
Stormwater Fund - Quality	214,000
Stormwater Fund -SDC Capital Projects	25,000
Stormwater Fund -Interdepartmental	588,635
<i>Total Stormwater Fund</i>	2,642,320
<u>Internal Services Fund</u>	
Internal Services Fund- Facilities Maintenance	598,000
Internal Services Fund- Public Works Administration	1,717,720
Internal Services Fund- Fleet Maintenance	1,207,835
Internal Services Fund- Interdepartmental	209,145
<i>Total Internal Services Fund</i>	3,732,700
<i>Total All Funds</i>	\$67,752,410

Section 2. As authorized by law and the Charter of the City of Central Point, Oregon, there is hereby levied upon the taxable property of said city as shown on the tax rolls of Jackson County, Oregon, for the biennial budget period which includes fiscal years 2025/26 through 2026/27, the rate of \$4.47 per \$1,000 of assessed valuation for general government purposes, as follows:

<u>General Government</u>	<u>Subject to</u>	<u>Not Subject to</u>	<u>Total</u>
TOTAL LEVY	Measure 5 Limits	Measure 5 Limits	
	\$4.47		\$4.47

Section 3. The Finance Director is hereby authorized to enter the appropriation for each organizational unit, program, and division of the budget separately on the proper books and records as prescribed by law; and is further directed to certify to the Assessor of Jackson County, Oregon, the levy of taxes of the City of Central Point, Oregon, and to take all other steps with regard to said budget and levy as required by law.

Passed by the Council and signed by me in authentication of its passage on June 26, 2025.

Mayor Tanea Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Steve Weber, Finance Director

SUBJECT: Electing to Receive State Revenue Sharing Funds for the Fiscal Year July 1, 2025 to June 30, 2026.

SUMMARY AND BACKGROUND:

This resolution requests and qualifies the City under ORS 221.770 to receive \$499,565 in State revenue-sharing funds during the 2025/2026 biennial budget period.

This resolution is required by the State of Oregon and can only be adopted for the ensuing fiscal year. Even though the State allows for the biennial budget process, cities are not allowed to adopt this resolution for a two-year period.

FINANCIAL ANALYSIS:

Stated in the background information above.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 – Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 – Invite public trust.

STRATEGY 5 – Communicate effectively and transparently with the public.

ATTACHMENTS/EXHIBITS:

1. Resolution 2025 State Revenue Sharing

STAFF RECOMMENDATION:

- 1) Hold a public hearing for citizens to ask questions or comment on the proposed use of State revenue sharing funds.
- 2) Approve the resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution electing to receive State revenue sharing funds for fiscal year July 1, 2025 to June 30, 2026.

RESOLUTION NO. _____

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE SHARING FUNDS FOR FISCAL YEAR JULY 1, 2025 THROUGH JUNE 30, 2026

Recitals:

The State of Oregon sets forth requirements for eligibility of State Revenue Sharing funds. The City of Central Point has qualified and desires to receive such funds.

Therefore, the City of Central Point resolves as follows:

Section 1. The City hereby elects to receive distribution under ORS 221.770 of the State Revenue Sharing funds.

Section 2. The City hereby certifies as follows:

- A. The City held a public hearing before the Budget Committee on May 5, 2025 at which time citizens had the opportunity to provide written and oral comment to the Budget Committee on the possible uses of State Revenue Sharing funds.
- C. The City held a second public hearing before the City Council on June 26, 2025, at which time citizens had the opportunity to provide written and oral comment and ask questions of the City Council on the proposed use of State Revenue Sharing funds for the biennial budget period of July 1, 2025 through June 30, 2026.
- D. The City levied a property tax for the year proceeding the year in which State Revenue Sharing funds are sought hereunder and pursuant to ORS 471.810.

Section 3. A copy of this resolution shall be filed with the executive department of the State of Oregon prior to July 31, 2025.

Passed by the Council and signed by me in authentication of its passage this 26th day of June 2025.

Mayor Tanea Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Steve Weber, Finance Director

SUBJECT: Resolution approving a 2023-25 Supplemental Budget

SUMMARY AND BACKGROUND:

A. Pursuant to ORS 294.463, Oregon Municipalities can transfer appropriations between existing categories during the budget period and pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets.

B. Due to the unexpected departure of the Finance Director and the resulting vacation leave payout, there has been an additional \$25,000 in personal service costs within the Finance Department budget. In addition, the Finance Department has incurred \$50,000 in unanticipated materials and services costs due to the expense of contracting with auditors to complete three fiscal years of audits. These additional costs are necessary to ensure compliance with state-mandated financial reporting requirements. A supplemental budget appropriation increase of \$50,000 is proposed to cover these audit-related expenditures. The Planning Department has an unfilled staff position within its 2023-25 department budget, which has led to significant budget authority availability. To assist the Finance Department budget, a transfer of appropriation of \$85,000 from personal services in the Planning Department to the Finance Department personal service category is proposed.

C. The Police Department has received nearly \$124,000 in proceeds from case work an assigned officer has been assigned to through the Federal Asset Forfeiture Program. Only \$10,000 was originally budgeted in the 2023-25 biennial budget. The program funds have been used on eligible materials and service costs within the department. Therefore, an intergovernmental revenue and materials & service expenditure increase of \$114,000 is proposed within the Police Department.

D. The Central Point Little League field improvement project has been funded through a public-private partnership between the City and the Moore family. In the original adopted budget, the remaining American Rescue Plan Act (ARPA) funds were anticipated to be used to cover project costs during the 2023-25 biennium. The project has progressed to a point where the funds donated by the Moore family as well as scoreboard sponsorship funds from Rogue Credit Union would be utilized. The donated funds were received through the Central Point Parks and Recreation Foundation. Therefore, a grant revenue and capital outlay expenditure increase of \$725,000 is proposed.

FINANCIAL ANALYSIS:

If approved, this supplemental budget will increase the originally adopted 2023-25 biennial budget from \$58,278,075 to \$59,824,811.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 - Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 - Invite Public Trust.

STRATEGY 1 – Be a trusted source of factual information.

ATTACHMENTS/EXHIBITS:

1. RESO Supplemental Budget#2 2023-25

STAFF RECOMMENDATION:

- 1) Hold a public hearing for the purpose of allowing citizen comments or ask questions about the supplemental budget.
- 2) Approve the resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution approving a 2023-25 supplemental budget.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF CENTRAL POINT
APPROVING A 2023-25 SUPPLEMENTAL BUDGET

Recitals:

- A. Pursuant to ORS 294.463, Oregon Municipalities can transfer appropriation between existing categories during the budget period and pursuant to ORS 294.471 and 294.473, Oregon Municipalities can make one or more supplemental budgets.
- B. Due to the unexpected departure of the Finance Director and the resulting vacation leave payout, there has been an additional \$25,000 in personal service costs within the Finance Department budget. In addition, the Finance Department has incurred \$50,000 in unanticipated materials and services costs due to the expense of contracting with auditors to complete three fiscal years of audits. These additional costs are necessary to ensure compliance with state-mandated financial reporting requirements. A supplemental budget appropriation increase of \$50,000 is proposed to cover these audit-related expenditures. The Planning Department has an unfilled staff position within their 2023-25 department budget which has led to a significant budget authority availability. To assist the Finance Department budget a transfer of appropriation of \$85,000 from personal services in the Planning Department to the Finance Department personal service category is proposed.
- C. The Police Department has received nearly over \$124,000 in proceeds from case work an assigned officer has been assigned to through the Federal Asset Forfeiture Program. Only \$10,000 was originally budgeted in the 2023-25 biennial budget. The program funds have been used on eligible materials and service costs within the department. Therefore, intergovernmental revenue and materials & service expenditure increase of \$114,000 is proposed in the Police Department.
- D. The Central Point Little League field improvement project has been funded through a public-private partnership between the City and the Moore family. In the original adopted budget remaining American Rescue Plan Act (ARPA) funds were anticipated to be used to cover project costs during the 2023-25 biennium. The project has progressed to a point where the funds donated by the Moore family as well as scoreboard sponsorship funds from Rogue Credit Union would be utilized. The donated funds were received through the Central Point Parks and Recreation Foundation. Therefore, grant revenue and capital outlay expenditure increase of \$725,000 is proposed.

The City of Central Point resolves as follows:

Section 1.

	Budget	Adjusted		Budget
		Revenues	Expenses	
<u>General Fund</u>		<u>\$ 28,783,690</u>	<u>\$ 28,783,690</u>	
Intergovernmental Revenue	\$ 1,643,925	\$ 114,000		\$ 1,757,925
Personal Services - Finance	\$ 1,185,900		\$ 85,000	\$ 1,270,900
Personal Services - Planning	\$ 1,105,930		\$ (85,000)	\$ 1,105,930
Materials & Svcs. - Police	\$ 1,876,350		\$ 114,000	\$ 1,990,350
General Fund - Revised		<u>\$ 28,897,690</u>	<u>\$ 28,897,690</u>	
<u>Fed. Stimulus Grant Fund</u>		<u>\$ 916,570</u>	<u>\$ 916,570</u>	
Grant Revenue	\$ -	\$ 725,000		\$ 725,000
Capital Outlay	\$ 916,570		\$ 725,000	\$ 1,641,570
Fed. Grant Fund - Revised		<u>\$ 1,641,570</u>	<u>\$ 1,641,570</u>	

Passed by the Council and signed by me in authentication of its passage this 26th day of June 2025.

Mayor Taneea Browning

ATTEST

Rachel Neuenschwander, Recorder



DEPARTMENT: Planning

MEETING DATE: June 26, 2025

STAFF CONTACT: Stephanie Powers, Planning Director

SUBJECT: Ordinance Amending CPMC 2.16--Planning Commission (1st Reading)

SUMMARY AND BACKGROUND:

The Planning Commission serves as both an advisory body to the City Council and the decision-making authority for quasi-judicial land use actions in Central Point. The Commission operates under the rules set forth in Central Point Municipal Code (CPMC) Chapter 2.16, originally adopted in 1978. These rules reflect the laws, norms, and practices of that time and have been updated only minimally since.

At its meeting on June 3, 2025, the Planning Commission conducted a review of CPMC 2.16 relative to the requirements of ORS Chapter 227 and current best practices in Oregon land use planning. Following discussion, the Commission unanimously recommended that the City Council consider adopting the following amendments:

- Clarify the Planning Commission's advisory and quasi-judicial role;
- Affirm City Council appointment of Planning Commissioners and clarify that no term limits apply;
- Authorize the Planning Commission to elect its own presiding officers rather than having them appointed by the Mayor and Council;
- Increase officer terms from one year to two years;
- Specify that officers may serve multiple consecutive terms;
- Formally authorize compensation for the Chairperson, consistent with past practice (\$75/month);
- Include provisions for Commissioner orientation and ongoing training;
- Update staff support designation from the City Manager to the Planning Director;
- Remove language allowing the Mayor and City Manager to participate in deliberations without voting, which is no longer consistent with practice;
- Modernize and streamline language for clarity, accessibility, and readability.

These changes are intended to ensure CPMC 2.16 remains legally compliant, operationally current, and supportive of an effective and engaged Planning Commission.

A draft ordinance reflecting these changes is included as Attachment 1. The proposed action is for first reading only.

FINANCIAL ANALYSIS:

There are no new financial impacts associated with the proposed ordinance. The \$75 monthly stipend provided to the Chairperson is already being paid in practice; this ordinance merely codifies that existing policy.

LEGAL ANALYSIS:

The proposed ordinance is not a land use action and is therefore not subject to review under Title 17 (Zoning). Instead, it is a legislative action subject to the authority granted to the City Council under Chapter IV, Sections 15–17 of the City of Central Point Charter (2010).

Per Section 16 of the Charter, the adoption of an ordinance requires approval by a duly seconded motion and a majority vote at two separate Council meetings. The action presented tonight is the first reading, consistent with Charter procedures.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

The proposed ordinance supports Goal 2: Effective Governance, by ensuring clarity in roles, policies, and procedures for boards and commissions. It also supports Goal 4: Community Engagement, by promoting transparency, training, and opportunities for public involvement in local land use decisions.

ATTACHMENTS/EXHIBITS:

1. Ordinance Amending CPMC 2.16--Planning Commission (2)

STAFF RECOMMENDATION:

Consider the 1st reading of the ordinance amending CPMC 2.16--Planning Commission and forward it to a second reading with or without revisions.

RECOMMENDED MOTION:

I move to forward the ordinance amending Chapter 2.16 of the Central Point Municipal Code to clarify rules and procedures governing the Planning Commission in alignment with state law and best practices in Oregon land use planning to a second reading.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 2.16 OF THE CENTRAL POINT MUNICIPAL CODE TO CLARIFY RULES AND PROCEDURES GOVERNING THE PLANNING COMMISSION IN ALIGNMENT WITH STATE LAW AND BEST PRACTICES IN OREGON LAND USE PLANNING.

Recitals:

- A. Pursuant to CPMC 1.01.040, the City Council, may from time to time revise its municipal code which shall become part of the overall document and citation.
- B. On January 26, 1978, the City Council adopted Ordinance No. 1290, reestablishing the Planning Commission and codifying its membership, powers, duties, and procedures under Chapter 2.16 of the Central Point Municipal Code.
- C. Since its adoption, CPMC Chapter 2.16 has undergone only minimal revision.
- D. City staff has reviewed Chapter 2.16 and determined that substantial updates are necessary to eliminate inconsistencies with applicable state statutes in ORS Chapter 227, and to clarify provisions regarding the Commission's role, officer selection, meeting procedures, and other administrative functions.
- E. On June 3, 2025, the Planning Commission met to discuss the proposed amendments, made further revisions and unanimously recommended by a duly seconded motion that the City Council adopt the changes as presented in Exhibit A.

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

SECTION 1. Chapter 2.16 of the Central Point Municipal Code is amended to add new Section 2.16.005 – Purpose to read as follows:

2.16.005 Purpose

The Planning Commission serves as an advisory body to the City Council, guiding land use and development decisions that implement the City's Comprehensive Plan. The Commission ensures compliance with state laws and facilitates public participation in the planning process.

SECTION 2. Section 2.16.020 – Membership is amended in part to read as follows:

2.16.010 – Membership

The commission shall consist of seven members who are not **City** officials or employees. ~~of the city.~~ At least six of the members shall be residents **must reside** within the city limits., ~~and the~~ **The** seventh member shall **must be a resident of the city or shall** **either** (1) reside within the urban growth boundary of the city as established in the city's comprehensive plan, (2) own and operate a business within the city limits, or (3) own real property within the city limits. ~~The mayor and city manager may sit with the commission and are entitled to take part in its discussion, but shall not have the right to vote.~~

SECTION 3. Section 2.16.030 – Terms of Office is amended in part to read as follows:

2.16.030 Terms of Office.

Commission positions for each commission member shall be established and numbered one through seven. ~~Commission members shall be~~ **Members are** appointed to each position by the **City Council** ~~city council.~~ **Initial appointments shall be staggered to ensure term expirations are evenly distributed. Commissioners may be reappointed with no term limits. The City Recorder shall maintain a current roster of appointments.** ~~Planning commissioner terms shall commence on the first day of January of the first year of each term. The term of office of a planning commissioner shall be four years, or until an incumbent successor is appointed and qualified. However, the initial reappointments under this chapter of some members shall be for different terms in order to establish an approximately equal number of expiring terms each calendar year. The city recorder is responsible for keeping a record of each position and related expiration dates and current names of persons filling the positions.~~

SECTION 4. Section 2.16.040 – Vacancies and Removal is amended in part to read:

2.16.040 Vacancies and Removal.

Vacancies shall be filled for the unexpired term. A member may be removed by the City Council, after a hearing, for misconduct or nonperformance of duty. ~~Appointments to fill vacancies shall be for the remainder of the unexpired term. A member may be removed by the city council after hearing, for misconduct or nonperformance of duty. A member who is absent from three meetings without an excuse as approved by the chairman of the planning commission is rebuttably presumed to be in nonperformance of duty, and the chairman shall report such~~

~~absences to the city council and the city council shall declare the position vacant unless finding otherwise following the hearing.~~

SECTION 5. Section 2.16.050 – Presiding Officers shall be amended in part to read as follows:

~~The mayor, with the approval of a majority of the council, shall appoint~~ **Planning Commission shall elect** a chairperson and vice-chairperson of the planning commission to serve ~~one-year~~ **two-year** terms. **Officers may be re-elected for consecutive terms. The Chair and Vice-Chair shall have full voting rights.** ~~The chairperson, and vice-chairperson when presiding, shall not have the same right to vote as other planning commission members except to break a tie vote. Either the chairperson or vice-chairperson~~ **Officers** may be removed **from their role by majority vote of the Planning Commission for cause.** ~~the mayor, for cause, with the approval of a majority of the council.~~ **In the event of a vacancy, the Planning Commission shall elect a replacement to serve the remainder of the unexpired term.**

SECTION 6. Section 2.16.060 – Staff Services is amended in part to read as follows:

2.16.060 Staff Services

~~The city manager~~ **Planning Director** shall provide **the Planning Commission with staff support and necessary training and administrative services.** ~~a secretary to the commission, and such other staff and consultation services as may be appropriate.~~ **A designated staff member shall serve as the Commission Secretary and maintain an official** ~~The secretary shall keep a record of~~ **C**ommission proceedings.

SECTION 7. Section 2.16.070 – Meetings is amended in part to read as follows:

Section 2.16.070 Meetings

A quorum shall consist of a majority of current members. ~~A majority of the members of the planning commission including the chairperson or vice-chairperson shall constitute a quorum. The commission shall meet on the first and third Tuesdays of each month, unless cancelled by the Planning Director.~~ **Special meetings may be called with at least 24 hours' notice provided in accordance with Oregon Public Meetings Law. Meetings may be held remotely or in a hybrid format in accordance with adopted rules.** ~~Meetings of the commission shall be open to the public. Meetings other than at regularly scheduled times may be announced at a prior meeting and thereby be made a part of the meeting records. Regularly scheduled or special meetings may be cancelled by the mayor or city manager. The chairperson upon his own motion may, or at the~~

~~request of two members of the commission shall, by giving notice to members of the commission and those officials designated to sit with it, call a previously unannounced special meeting of the commission for a time not earlier than twenty-four hours after the notice is given. Notice of a previously unannounced meeting shall be delivered or telephoned to a newspaper of general circulation within the city, posted at the city hall and, to the extent feasible, provided to interested persons at least twenty-four hours prior to the meeting.~~

SECTION 8. Section 2.16.080 – Powers and Duties is amended in part to read as follows:

2.16.080 Powers and Duties.

The Planning Commission shall have the powers and duties set forth in ORS 227.090 (Powers and Duties of Commission) except as otherwise provided by City Council, and shall include:

- A. Conducting public hearings on land use applications, zoning amendments, and comprehensive plan updates;**
- B. Acting as the decision-making authority on quasi-judicial matters;**
- C. Making recommendations to the City Council on legislative matters;**
- D. Reviewing and advising on long-range planning efforts and master plans; and,**
- E. Promoting public engagement and ensuring consistency with state and local planning goals.**

~~commission shall have the powers and duties which are now or may hereafter be assigned to it by charter, resolution or order of this city and general laws of this state.~~

SECTION 9. Section 2.16.085 is hereby amended to add a new section 2.16.085 Training and Orientation to read as follows:

2.16.085 Training and Orientation.

All new Commission members shall complete training on land use procedures, ethics, public meetings law, and Oregon planning requirements within six months of appointment. Ongoing training opportunities shall be provided annually.

SECTION 10. Section 2.16.090 – Rules of Procedure is amended in part to read as follows:

Pg. 4 Ordinance No. _____ (__/__/__)

2.16.090 Rules of Procedure

~~Except as otherwise established by the city council, the~~ **The planning Commission** may adopt **or amend** rules governing the conduct of its **meetings and** business, **subject to Council oversight and consistent with applicable law.**

SECTION 11. Section 2.16.100 – Compensation is amended in part to read as follows:

2.16.100 Compensation

The Planning Commission Chairperson shall receive a monthly stipend, which is established by Resolution of the City Council each year. All other Commissioners ~~Planning commission members are to receive~~ **shall serve without** ~~no~~ compensation, **but may be reimbursed for** ~~other than~~ authorized expenses.

SECTION 12. Section 2.16.110 – Occupations is amended in part to read as follows:

2.16.110 Occupations

In accordance with ORS 227.030(4), no ~~No~~ more than two voting members of **the Planning Commission** shall be **principally** engaged ~~principally~~ in the buying, selling, or **development** ~~developing~~ of real estate for profit as individuals, **partners,** ~~or be members of any partnership, or officers or employees of entities~~ **any corporation, that is engaged in such activities.** ~~principally in the buying, selling, or developing of real estate for profit.~~

In addition, ~~No~~ **no** more than two voting members shall be engaged in the same kind of occupation, business, trade or profession. **This limitation is intended to promote occupational diversity on the Commission.** ~~See ORS [227.030](#)(4) and [215.030](#)(5).~~

SECTION 13. Section 2.16.120 Conflict of Interest is amended in part to read as follows:

2.16.120 Conflict of Interest and Recusal

Commission members shall comply with ORS 227.035 and ORS Chapter 244. A member shall not participate in any matter where they or a defined relative household member or associated business has a direct or substantial financial interest. Members must disclose actual or potential conflicts at the

meeting and, in the event of an actual conflict, recuse themselves by abstaining from discussion and vote in accordance with state law. ~~A member of the planning commission shall not participate in any commission proceeding or action in which any of the following has a direct or substantial financial interest: the member or his spouse, brother, sister, child, parent, father-in-law, mother-in-law, any business in which he is then serving or has served within the previous two years, or any business with which he is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting of the commission where the action is being taken. See ORS [227.035](#) and [215.035](#).~~

SECTION 14. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word “ordinance” may be changed to “code”, “article”, “section”, “chapter”, or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-E) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 15. Effective Date. The Central Point City Chatter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2025.

Mayor Tanee Browning

ATTEST:

City Recorder



DEPARTMENT: Planning **MEETING DATE:** June 26, 2025

STAFF CONTACT: Stephanie Powers, Planning Director

SUBJECT: Resolution of Intent Initiating Urbanization Comprehensive Plan and Land Development Code Amendments

SUMMARY AND BACKGROUND:

The City has a limited supply of development-ready land to support projected residential and employment growth. In response, the Urban Growth Boundary (UGB) was expanded in 2022 to include approximately 444 acres for residential, employment, parks, and open space uses. However, annexation and development of these lands cannot occur until the City completes long-range planning tasks required by Jackson County and acknowledged by the State:

- Transportation System Plan (TSP) Update to include UGB expansion areas (Complete);
- Environmental Element Update and completion of a Local Wetland and Riparian Corridor Inventory, in compliance with Statewide Planning Goals 5, 6, and 7 (In progress);
- Land Development Code Update, including a citywide minimum residential density of 6 units per gross acre (In progress).

Once these are complete, properties contiguous to the city limits may become eligible for annexation. Annexation is initiated by property owners through a formal application and a concurrent zone map amendment consistent with the General Land Use Plan (GLUP) map. Development proposals must demonstrate orderly and efficient extension of public facilities in alignment with state planning goals.

Challenges for EFU Landowners

While these requirements support orderly growth, they pose challenges for owners of properties zoned Exclusive Farm Use (EFU) without development plans. EFU zoning provides significant property tax benefits:

1. **Special Assessment for Farm Use** – Reduces taxes by assessing land based on agricultural value.
2. **Tax Deferral Protections** – Prevents speculative tax increases, but back taxes may be owed if farm use is discontinued upon annexation.

For owners without the means to develop, annexation risks include loss of tax benefits, increased carrying costs, and uncertainty. Without a coordinated development strategy, annexed EFU land may remain idle, hindering both landowner and City objectives.

Exclusive Agriculture (EA) Overlay and Holding Zones

To address these concerns, staff propose legislative amendments to:

- Establish an Exclusive Agriculture (EA) Overlay Zone

- Create Residential and Employment Holding Zones

The EA Overlay would allow EFU properties to annex while retaining farm use assessment until development occurs. Holding zones would reflect future land use designations without imposing urban development standards or disqualifying agricultural tax benefits. They also limit interim uses that could hinder future urbanization.

This strategy would:

- Reduce the financial burden for annexing landowners not ready to develop;
- Support agricultural continuity during the transition period;
- Enable phased, infrastructure-aligned growth consistent with City and state goals.

This approach encourages voluntary annexation, preserves planning flexibility, and ensures UGB expansion areas are urbanized responsibly.

Next Steps

At the June 26, 2025 meeting, staff will present the EA Overlay and Holding Zone concepts and seek Council direction via a Resolution of Intent to:

- Initiate amendments to the Comprehensive Plan and Land Development Code establishing the EA Overlay and Holding Zones; and
- Amend Titles 16 and 17 to refine provisions for land division, residential uses, and minimum density standards.

FINANCIAL ANALYSIS:

The proposed amendments will not result in any direct fiscal impact to the City. All work associated with preparing the Comprehensive Plan and Land Development Code amendments will be completed using existing staff resources as an in-kind contribution.

LEGAL ANALYSIS:

Under CPMC 17.96.200 and 17.10.200, Comprehensive Plan and Development Code amendments may be initiated by a Council-adopted Resolution of Intent.

The proposed amendments include:

- Comprehensive Plan Amendment – To the Land Use Element, establishing the EA Overlay and Holding Zones for application in residential and employment areas, especially within newly added UGB lands.
- Land Development Code Amendments (Titles 16 and 17) –
 - Add regulations for the EA Overlay and Holding Zones (purpose, applicability, uses, and transitional standards);
 - Refine provisions for land divisions, zoning application, and residential density to meet state and local growth goals.

These amendments follow the legislative process under CPMC Chapter 17.10, including public notice, Planning Commission review, and City Council hearings.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

The proposed amendments advance key goals of the 2040 Strategic Plan, particularly within the Community Investment and Vibrant Economy priorities:

Community Investment

Goal 4 – Manage growth to provide places that are timeless and loved by the community.

- *Strategy 2:* Update land use to reflect community preferences
- *Strategy 3:* Maintain a solution-oriented development review process
- *Strategy 4:* Create incentive-based tools for desirable development

Comment: The EA Overlay and Holding Zones represent a strategic growth management tool that supports smart development, agricultural preservation, and long-range infrastructure alignment.

Vibrant Economy

Goal 6 – Seek opportunities to invest in local agricultural business and development.

- *Strategy 1:* Analyze and adapt agricultural land preservation programs from other Oregon communities

Comment: This approach reflects successful models in Medford and Phoenix, preserving agricultural use while planning for future urban transition in a way that honors Central Point's values and vision.

ATTACHMENTS/EXHIBITS:

1. 06262025 Resolution of Intent

STAFF RECOMMENDATION:

Discuss the EA Overlay and Holding Zone concepts and initiate an application to amend the Comprehensive Plan and Land Development Codes.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, A Resolution of the City Council of the City of Central Point Initiating Applications to Amend the Comprehensive Plan and the Land Development Code (Titles 16 and 17) to Establish an Exclusive Agriculture Overlay, Residential and Employment Holding Zones, and to Refine and Clarify Provisions Related to Land Divisions, Land Use, and Minimum Density Standards.

RESOLUTION NO. _____

A RESOLUTION DECLARING THE CITY COUNCIL'S INTENT TO INITIATE
AMENDMENTS TO THE COMPREHENSIVE PLAN AND CENTRAL POINT
MUNICIPAL CODE TITLES 16 AND 17 TO ESTABLISH AN EXCLUSIVE
AGRICULTURE OVERLAY, RESIDENTIAL AND EMPLOYMENT HOLDING ZONES,
AND TO REFINER PROVISIONS RELATED TO LAND DIVISIONS, LAND USE, AND
MINIMUM DENSITY STANDARDS

RECITALS:

- A. An amendment to the Comprehensive Plan and the Central Point Municipal Code (Land Divisions and Zoning) may be initiated by adoption of a resolution of intent by the City Council (Chapter 17.96.200 and 17.10.200, respectively); and
- B. The City Council recognizes the need to provide a path for properties currently zoned Exclusive Farm Use (EFU) within the Urban Growth Boundary to voluntarily annex into the City while maintaining eligibility for farm use assessment until urban development occurs; and
- C. The City Council finds that establishing an Exclusive Agriculture Overlay and holding zones for residential and employment uses would support the City's long-range planning goals and provide clarity and flexibility for landowners during the transition from rural to urban uses; and
- D. The City Council further finds that refining and clarifying existing provisions related to land divisions, land use, and minimum density standards will facilitate orderly development and better align with current housing and economic development objectives; and
- E. The City Council determines that it is in the City's economic interest and that the public necessity, convenience, and general welfare support consideration of such amendments.

The City of Central Point resolves:

Section 1. By this resolution, the City Council authorizes the Community Development Department to proceed with preparation of proposed amendments to the Comprehensive Plan and Central Point Municipal Code Titles 16 (Land Divisions) and 17 (Zoning) to:

- Establish an Exclusive Agriculture Overlay;
- Create residential and employment holding zones; and
- Refine and clarify provisions related to land divisions, land use, and minimum density standards.

Section 2. Prior to formal adoption of the amendments described in Section 1, the requirements of Chapter 17.96 and 17.10 et seq. of the Central Point Municipal Code shall be met, including public notice, hearings, and Planning Commission review and recommendation.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2025.

Mayor Taneea W. Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Steve Weber, Finance Director

SUBJECT: Certifying the Provision of Municipal Services by the City of Central Point, Oregon

SUMMARY AND BACKGROUND:

This resolution certifies the provision of municipal services by the City and is required by ORS 221.760 in order to receive State cigarette, liquor, and highway taxes. The City has budgeted \$3,847,980 from these sources over the next two years.

FINANCIAL ANALYSIS:

Stated in the background information above.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 – Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 – Invite public trust.

STRATEGY 5 – Communicate effectively and transparently with the public.

ATTACHMENTS/EXHIBITS:

1. Resolution 2025 Certifying Services

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution certifying the provision of municipal services within the City of Central Point, Oregon.

RESOLUTION NO. _____

**A RESOLUTION CERTIFYING THE PROVISION OF MUNICIPAL
SERVICES BY THE CITY OF CENTRAL POINT, OREGON**

Recitals:

ORS 221.760 provides that for cities located within counties having population over 100,000 to receive state revenues from cigarette, gas and liquor taxes, the State of Oregon must be satisfied that the City provides certain municipal services.

Therefore, the City of Central Point resolves as follows:

That the citizens of Central Point are provided the following services;

- Police protection
- Street construction, maintenance and lighting
- Storm sewers
- Planning, zoning and subdivision control
- Water utilities

*Passed by the Council and signed by me in authentication of its passage this 26th
Day of June 2025.*

Mayor Tanea Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Steve Weber, Finance Director

SUBJECT: Approving Appointments and Adopting General Procedures for Fiscal Year 2025-26

SUMMARY AND BACKGROUND:

Each fiscal year, the City Council considers a general procedures resolution which appoints specific individuals or firms to represent the City in the capacity of: City Engineer, Municipal Judge, City Surveyor, City Attorney and Insurance Agent of Record. Furthermore, the general procedures resolution establishes and regulates procedures regarding the following: City Council expenses; designation of depository; authority to keep, invest, transfer and expend funds; accounting procedures; interfund and overhead fees; outstanding checks; and capital acquisitions.

The only change in the attached general procedures resolution over the previous year is change of status for the City Attorney Sydnee Dreyer with O'Connor West LLC from an employee to an independent contractor.

FINANCIAL ANALYSIS:

Budgetary appropriations for the contracted services referenced in the 2025-26 general procedures resolution are included in the 2025-27 City of Central Point biennial budget. More specifically, these costs are generally contained in individual department line items for contracted and professional services. The only exception would be the budget appropriation for insurance premiums, which has an individual line item in the interdepartmental portion of the General Fund budget.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 – Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 – Invite public trust.

STRATEGY 5 – Communicate effectively and transparently with the public.

ATTACHMENTS/EXHIBITS:

1. General Procedures Resolution 2025-2026

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a resolution approving appointments and adopting general procedures for fiscal year 2025-26.

RESOLUTION NO. _____

**A RESOLUTION APPROVING APPOINTMENTS AND ADOPTING GENERAL
PROCEDURES
FOR FISCAL YEAR 2025-2026**

RECITALS:

- A. The Central Point City Council deems it appropriate to authorize certain appointments and procedures relating to City administration, budget, and fiscal management for fiscal year 2025-2026.

The City of Central Point resolves as follows: For the fiscal year 2025-2026, the following appointments are hereby made; the following policies and procedures are imposed, and the same are hereby adopted:

Section 1. Appointments.

- A. Insurance Agent of Record. Brown & Brown Northwest is hereby appointed to continue as Insurance Agent of Record for the City for property, general liability, vehicle liability, workers compensation and bond insurance through June of 2026.
- B. Municipal Judge. Jackson County Justice of the Peace, Joe Charter, is hereby appointed as Municipal Court Judge under the terms of the intergovernmental agreement between the City of Central Point and Jackson County through June 2026.
- C. City Engineer. Jeff Ballard with RH2 Engineering Inc. is hereby appointed as City Engineer of the City of Central Point under the terms of the contract through June 2026.
- D. City Surveyor. Bob Neathamer with Neathamer Surveying, Inc. is hereby appointed as City Surveyor of the City of Central Point under the terms of the contract through June 2026.
- E. City Attorney. Sydnee Dreyer with O'Connor West LLC is hereby appointed as City Attorney of the City of Central Point under the terms of the contract through June 2026.

Section 2. Council Expenses.

City Council members may elect to receive compensation of \$150 per month, and the Mayor may elect to receive compensation of \$250 per month. In addition to said compensation, reimbursement may also be made to the Mayor or Council members for actual expenses incurred while on official City business.

Section 3. Designation of Depository.

Any Central Point branch of an FDIC insured bank, the State of Oregon Local Government Investment Pool, and all successors in interest to those institutions are each hereby designated as depositories for City funds, and the Finance Director or designee may deposit monies belonging to the City in any or all of said institutions in accordance with applicable law until further order of the City Council.

Section 4. Authority to Keep, Invest, Transfer and Expend Funds

- A. The Finance Director or designee is hereby authorized to invest any surplus funds in accordance with ORS 294.035 and ORS 294.810, in such investments as are authorized by said statutes, and to transfer funds from one account to another.
- B. The Finance Director or designee is hereby authorized to establish a petty cash fund with a balance not to exceed \$2,000. The fund may be used to maintain cash drawer change funds and provide for miscellaneous expenditures not to exceed \$100 per transaction; except that upon approval of the City Manager or the Finance Director a maximum expenditure of \$200 per transaction may be made.
- C. The City Manager or designee is authorized to expend funds in accordance with budget appropriations. All revenues received and expenditures incurred by the City in implementing the budget appropriations shall be reported to the Council. Such reports will normally be made on a quarterly basis.

Section 5. Accounting Principles.

The City shall maintain its financial records in accordance with current generally accepted accounting principles, and all applicable laws and regulations.

Section 6. Interfund and Overhead Fees.

Expenditures incurred by one fund for the benefit of another fund may be reimbursed in accordance with acceptable accounting procedures as determined by the Finance Director.

Section 7. Outstanding Checks.

Outstanding checks stale dated will be handled in accordance with the abandoned property provisions under ORS 98.352.

Section 8. Capital Acquisition.

Assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years shall be capitalized.

Passed by the Council and signed by me in authentication of its passage this 26th day of June, 2025.

Mayor Tanea Browning

ATTEST:

City Recorder



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT:

SUBJECT: Lease Purchase Agreement for Police Vehicle

SUMMARY AND BACKGROUND:

The lease purchase of a police vehicle that is included in the City's 2025-27 biennial budget. The City has received a 5-year lease proposal from Government Capital Corporation for the purchase of the patrol vehicles. The proposed structure of the lease has been included as Exhibit A and falls within the anticipated amount to be budgeted. Government Capital Corporation is requesting the adoption of a resolution approving the structure of the lease and authorizing the City Manager or the City Manager's designee to execute the contract. The attached resolution meets their request.

FINANCIAL ANALYSIS:

The initial lease payments will be included in the City's 2025-27 biennial budget and each subsequent annual lease payment will be included in future City budgets.

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Strategic Priority – Responsible Governance

GOAL 1 - Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 - Invite Public Trust.

STRATEGY 1 – Be a trusted source of factual information.

ATTACHMENTS/EXHIBITS:

1. Financing Proposal
2. Resolution Lease Purchase Agreement - Police Vehicle - 2025

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____ a resolution authorizing a lease purchase agreement with Government Capital Corporation for the purpose of financing new police vehicle.



Financing Proposal

Prepared For



Central Point City Hall

June 6, 2025

Submitted By

Government Capital Corporation

345 Miron Drive
Southlake, Texas 76092

Cody Thomas
Municipal Finance Specialist
817-722-0208



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Corporate Overview

Government Capital Corporation (GCC) was founded in 1992 with the exclusive purpose of providing financing for state and local governmental entities including cities, schools, counties, special districts, and their component units. Since our inception, Government Capital Corporation has provided financing structures exceeding \$6 billion in funding for a wide variety of projects. These projects have included construction, land acquisition, infrastructure improvements, public works projects, and the refunding of existing obligations. Our team possesses extensive experience in assisting state and local governmental entities of all types in creating, evaluating and implementing financing structures of every type authorized by various state borrowing authorities. In many cases, we have helped our clients adapt to and comply with regulatory changes enabling them to execute financings more rapidly, efficiently, and economically.

Representative Experience

City of Carlton – The City of Carlton partnered with Government Capital Corporation to finance the construction of a new civic center. The 12,854 square-foot facility, anticipated to open by the end of 2025, will house the Carlton City Hall as well as the Public Safety Department and will provide flexible community space for public and private functions.

Marcola School District #79J – Marcola School District has partnered with Government Capital on numerous projects since 2015. The district’s most notable projects have been a transportation facility and land for the district’s agriculture program. The land, now referred to as “The Farm,” provides students with hands-on learning opportunities with livestock and natural resources.

City of Silverton – Government Capital Corporation provided the City of Silverton with financing for a new civic center as well as a refinancing. The two-story civic center will be a 26,000 square-foot facility and will house the Silverton police department, municipal court, council chambers, and city hall. Additionally, GCC provided a refunding of a low cap water and sewer revenue bond originally issued in 2010 which resulted in interest cost savings exceeding \$500,000.

Lowell School District #71 – Lowell School District has partnered with Government Capital Corporation on over a dozen projects since 2014. In 2022, GCC assisted the district with financing for a 3,960 square foot building which provides a weight training room and additional classrooms to students and teachers.

Jefferson County – Government Capital Corporation recently assisted Jefferson County with financing on the construction of a new healthcare facility. The 21,200 square foot facility adjacent to the St. Charles Medical Center will be shared by Jefferson County Public Health and Mosaic Medical. This cooperative venture between private, nonprofit and community health will provide improved access to healthcare for Jefferson County residents for many years to come.

Charleston Fire Protection District – Government Capital Corporation assisted the Charleston Fire Protection District with financing for a new apparatus. The new Pierce Saber Fire Engine replaced a Pierce Arrow vehicle which was in service for over 31 years.

City of Maupin – Government Capital Corporation assisted the City of Maupin on the refunding of a Rural Community Assistance Corporation loan. The original note proceeds were used for the 2019 construction of the City of Maupin Civic Center and County Library facility. The refunding reduced the city’s total interest cost by more than \$200,000.



Partial Listing of Oregon Clients



Columbia River Fire & Rescue



Blachy School District



City of Central Point



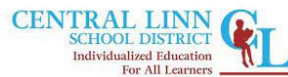
Yamhill Fire Protection District



Coos County



Scappoose Rural
Fire Protection District



Central Linn School District



City of Burns



Central Oregon Coast
Fire & Rescue



Umatilla Morrow
Radio & Data District



South Lane County
Fire & Rescue



Pingree-Buchanan
Public School District



Clackamas
Education Service District



City of Lowell



Falls City School District



CITY OF OAKLAND
City of Oakland



City of Brownsville



Lane Fire Authority



Lane Education Service District



City of McMinnville



June 6, 2025

Mr. Steve Weber
Central Point City Hall
(541) 664-3321
steven.weber@centralpointoregon.gov

Dear Mr. Weber,

Thank you for the opportunity to present proposed financing for Central Point City Hall. I am submitting for your review the following proposed structure:

ISSUER:	Central Point City Hall, OR
FINANCING STRUCTURE:	Tax Exempt Structure w/ \$1.00 purchase
EQUIPMENT COST:	\$ 92,865.67
CONTINGENCY: 10%	<u>\$ 9,286.57</u>
FINANCED AMOUNT:	\$ 102,152.24
ANNUAL TERM:	4 Payments
INTEREST RATE:	5.979%
PAYMENT AMOUNT:	\$ 29,682.43
PAYMENTS BEGINNING:	One year from signing, annually thereafter

Financing for these projects would be simple, fast and easy due to the fact that:

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

This proposal includes issuance costs of \$ 750.00. For the purposes of this proposal these costs have been included in the financed amount. At the customers' option, this amount can be paid separately. The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

Cody Thomas

Cody Thomas
Municipal Finance Specialist
Direct: 817-722-0208

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING A LEASE PURCHASE AGREEMENT WITH GOVERNMENT CAPITAL CORPORATION FOR THE PURPOSE OF FINANCING POLICE VEHICLE

Recitals:

City of Central Point desires to enter into that certain Lease-Purchase Agreement by and between Government Capital Corporation and the City of Central Point, for the purpose of financing a Police Vehicle. The City of Central Point desires to designate this Agreement as a “qualified tax exempt obligation” of the City of Central Point for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. The City of Central Point desires to designate Chris Clayton, City Manager, as an authorized signer of the Agreement.

Therefore, the City of Central Point resolves as follows:

Section 1.

That the City of Central Point is authorized to enter into a Lease Purchase Agreement with Government Capital Corporation for the purpose of financing Police Vehicles in an amount not to exceed \$102,152.24 (equipment cost + 10% contingency).

Section 2.

That the Lease Purchase Agreement by and between the City of Central Point and Government Capital Corporation is designated by the City as a “qualified tax exempt obligation” for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3.

That the City of Central Point will designate City Manager or the City Manager’s designee, as an authorized signer of the Lease Purchase Agreement by and between the City of Central Point and Government Capital Corporation as well as any other ancillary exhibit, certificate, or documentation needed for the Agreement.

Section 4.

That should the need arise, if applicable, the City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

Passed by the Council and signed by me in authentication of its passage this 26th Day of June 2025.

Mayor Tanea W. Browning

ATTEST:

City Recorder

Resolution No. _____; October 10, 2024



DEPARTMENT: Finance

MEETING DATE: June 26, 2025

STAFF CONTACT: Rachel Neuenschwander, City Recorder

SUBJECT: Resolution Updating Signers on City Bank Accounts

SUMMARY AND BACKGROUND:

Summary:

With the recent hiring of Tessa DeLine as the City's new Finance Director, staff recommends updating the list of individuals authorized to sign checks and other forms of payment on behalf of the City.

Background:

The City currently authorizes the following individuals to sign checks and other disbursements of City funds:

- City Manager
- Parks & Public Works Director / Assistant City Manager
- Chief of Police
- City Recorder
- Mayor
- Council President

With Tessa DeLine as Finance Director, staff recommends adding her as an authorized signer to ensure proper financial oversight and continuity in financial operations.

FINANCIAL ANALYSIS:

N/A

LEGAL ANALYSIS:

N/A

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

ATTACHMENTS/EXHIBITS:

1. RESO Updating Signers on City Bank Accounts 2025 (1)

STAFF RECOMMENDATION:

Approve resolution as presented.

RECOMMENDED MOTION:

I move to approve Resolution No. _____, a Resolution of the City of Central Point updating signers on City Bank Accounts.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF CENTRAL POINT
UPDATING SIGNERS ON CITY BANK ACCOUNTS

Recitals:

- A. In the course of the City of Central Point's ("City") business it establishes relationships with various banks for purposes including, but not limited to, making payment on checks issued by the City.
- B. Banks with whom the City does business typically require a City resolution designating or updating which City officials are authorized to execute checks and other forms of payment of City funds.
- C. On May 15, 2025, the City of Central Point adopted Resolution No. 1822 authorizing various City officials to execute checks and other forms of payment.
- D. The purpose of this Resolution is to include the new Finance Director as an additional signer.

The City of Central Point resolves as follows:

Section 1.

To add Tessa DeLine, Finance Director as an authorized check signer on all City of Central Point bank accounts.

Passed by the Council and signed by me in authentication of its passage this 26th day of June 2025.

Mayor Taneea Browning

ATTEST

Rachel Neuenschwander, City Recorder



DEPARTMENT: Administration

MEETING DATE: June 26, 2025

STAFF CONTACT: Sydnee Dreyer, City Attorney

SUBJECT: Resolution Adopting Amended Council Rules

SUMMARY AND BACKGROUND:

In January 2025 Council adopted amended Council rules to include, in relevant part, a new order of business entitled Agenda Build. Over the course of the past 6-months, Council has determined that the Agenda Build is an ineffectual way to handle requests for consideration of new agenda items, as staff and Council have no time to prepare for the discussion, or update obtain additional information on the requested topic. As such, it has been recommended by staff that it would be preferable that requests for new agenda items are routed through the City Manager, as was done in the past, and to require that the City Manager present a report and staff recommendation to the Council, and the Council will vote on whether to proceed with that item on a future agenda.

Staff believes that the recommended approach will streamline discussion and ensure that Council is better informed about the requested topic.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

ATTACHMENTS/EXHIBITS:

1. June 2025 Council Rules
2. RESO Council Rules June 2025

STAFF RECOMMENDATION:

Make a motion to approve the Resolution with or without revisions.

RECOMMENDED MOTION:

I move to approve Resolution No. ____, a Resolution approving the Rules of the City Council of Central Point, Oregon effective June 26, 2025.

RULES OF THE CITY COUNCIL CENTRAL POINT, OREGON

CHAPTER 1 – GENERAL GOVERNANCE

I. Rules of Procedure.

A. Unless otherwise provided by charter, ordinance or these rules, the procedure for Council meetings, and any subcommittee of a City Council, shall be guided by Robert’s Rules of Order, current edition.

B. Members of the Council are encouraged to avoid invoking the finer points of parliamentary procedure found within Robert’s Rules of Order when such points will obscure the issues before the Council and confuse members of the public.

C. Whenever these rules and Robert’s Rules of Order conflict, these rules shall govern.

II. Quorum. A quorum is required to conduct official City business.

A. The members of the Council are the City councilors and mayor. Fifty-percent plus one of the members of the Council shall constitute a quorum. Vacancies in office do not count towards determining a quorum.

B. In the event a quorum is not present, the members of Council present shall adjourn the meeting.

III. Presiding Officer.

A. The mayor shall preside over all meetings and have authority to preserve order, enforce the rules of Council and determine the order of business under the Rules of the Council. The mayor shall retain all rights and privileges of the office of the mayor as set out in the City charter when acting in this capacity.

B. In the mayor’s absence the president of the Council shall preside over the meeting. The president of the Council shall retain all rights and privileges of the office of the mayor as set out in the City charter when acting in this capacity

C. If both the mayor and the president of the Council are absent from the meeting, the following procedure shall be utilized to determine who is the presiding officer:

- 1.** The Presiding Officer shall call the Council to order and call the roll of the members.
- 2.** Those members of Council present shall elect, by majority vote, a temporary presiding officer for the meeting.

3. Should either the mayor or the president of the Council arrive, the temporary presiding officer shall relinquish control of the meeting immediately upon the conclusion of the item presently being discussed.

4. The presiding officer shall retain all rights and privileges of a member of Council when acting in this capacity.

IV. Appointed Officers & Employee Duties.

A. City Recorder. The City recorder shall be the parliamentarian and shall advise the presiding officer on any questions of order. Additionally, the City recorder shall keep the official minutes of the Council.

B. City Manager. The City manager or his designee is required to attend all meetings of the Council and is permitted to participate in any discussion; however, the City manager has no authority to cast a vote in any decision rendered by the Council.

C. City Attorney. The City attorney shall, unless otherwise directed by the City Manager, attend any meeting of the Council, and will, upon request, give an opinion, either written or oral, on legal questions.

D. The Chief of Police. Unless otherwise directed by the Council, the Chief of Police or the chief's designee may attend each Council meeting to serve as the Sergeant-at-Arms, and shall carry out all orders or instructions upon direction of the Presiding Officer or upon any other procedure specifically provided by these rules.

V. Agendas. The City manager shall prepare an agenda for every regular meeting, and, if requested by the presiding officer, for every special meeting.

A. Agendas and informational material for meetings shall be distributed to the Council at least seven (7) days preceding the meeting.

B. No Council approval shall be required for an agenda of any meeting.

C. The City manager may place routine items and items referred by staff on the agenda without Council approval or action.

D. The City manager may remove any items on the consent agenda, any item of old business, any resolution, or any ordinance placed for first reading from the agenda at any time prior to the time the meeting is convened. The presiding officer shall announce such removal under announcements/proclamations.

E. A member of the Council who wishes to have an item placed on the agenda, whether a policy idea, community concern, and/or a suggestion from a constituent may send a written correspondence to the City Manager requesting the inclusion of that item on a future agenda.

The City Manager will provide a brief summary and staff comment at a future meeting regarding the requested item, along with a formal request for Council direction. If a majority of Council agrees to consider the item, staff will bring back the item at a future meeting for discussion or action, as appropriate.

F. Agenda items that are of special importance to Council may be treated as Special Orders of Business. Special Orders of Business take precedence over all other items except the Pledge of Allegiance.

G. A request to add an item for Council consideration may be presented at the Council meeting but shall require a majority concurrence of the members present to be so added. These items are limited to emergency items.

VI. Order of Business. The order of business for all regular meetings shall be as follows, however when it appears to be in the best interest of the public, the order of business may be changed for any single meeting by the City Manager or majority vote:

- I.** Call to Order
- II.** Pledge of Allegiance
- III.** Roll Call
- IV.** Announcements/Special Recognition (when appropriate)
- V.** Public Appearances
- VI.** Consent Agenda
- VII.** Items Removed from Consent Agenda
- VIII.** Public Hearings, Ordinances & Resolutions
- IX.** Business
- X.** Mayor's Report
- XI.** City Manager's Report
- XII.** Council Reports
- XIV.** Department Reports
- XV.** Public Agency Reports
- XVI.** Executive Session
- XVII.** Adjournment

A. Call to Order. The presiding chair shall call all meetings of the Council to order. The call to order shall note the date, time and location of the meeting so that it may accurately be reflected in the minutes.

B. Roll Call. The City recorder shall conduct a roll call to determine which members of the Council are present and which are absent.

1. The attendance shall be properly reflected in the minutes.

2. If roll call determines that a quorum is not present, the meeting shall be adjourned.

C. Announcements/Special Recognition. Announcements are intended to be procedural in nature, such as an item being removed from the agenda. Special Recognitions are awards or recognition of individuals by the Council.

D. Public Comment

1. Policy. The Council recognizes that public input into the governmental process is an invaluable aid to informed decision making. Therefore, it is the policy of the Council that all citizens shall have the right to speak before the Council on matters of public concern, but each citizen shall be responsible for abuse of such right. Consequently, to ensure that the greater public interest is fostered, each citizen or group of citizens who desires to speak before the Council shall have the duty to exercise this right in a manner which furthers the greater public interest.

2. Public Comment Generally. Any member of the general public wishing to address the Council on a matter of public concern may do so at the time set for public comments during each regular session of the Council. The Council, in its sole discretion, may extend this time, or may request further information be presented to the Council on such date and in such manner as it deems appropriate. Public comment is limited to items not on the agenda, or items on the agenda which are not public hearings.

If a member of the public wishes to speak on an item that is scheduled for a public hearing at that same meeting, the speaker shall wait until that public hearing. Public comment shall not be used to testify about a quasi-judicial land use matter, or to provide or gather additional testimony or information on any matter after the official record has been closed on any matter which has been the subject of a public hearing.

Speakers are limited to three (3) minutes, for individuals and five (5) minutes for persons representing a group of two or more. Generally, the speakers will be called upon in the order in which they have signed in on the speaker's roster. Speakers shall identify themselves by their names and by their place of residence. The presiding officer may allow additional persons to speak if they have not signed the speaker's roster and sufficient time is left.

Councilors may, after obtaining the floor, ask questions of speakers during public comment. Councilors shall use restraint when exercising this option, and shall attempt to limit questioning to no more than three minutes. The presiding officer may intervene if a councilor is violating the spirit of this guideline.

Speakers may play electronic audio or visual material during the time permitted for their comment. Speakers may utilize City-provided audio or visual equipment located in the Council chambers as a part of their comment, but must provide the materials in

a readable format to City staff prior to the meeting so that it may be installed on the City's equipment to avoid a delay or disruption of the meeting.

E. Consent Agenda. In order to expedite the Council's business, the approval of minutes and other routine agenda items shall be placed on the consent agenda.

1. All items on the consent agenda shall be approved by a single motion, unless an item is pulled for further consideration.
2. Any item on the consent agenda may be removed for separate consideration by any member of the Council.
3. For the purposes of this rule, separate consideration means any proposal to adopt a different course of action than that recommended in the staff report, a determination that debate on a proposed course of action is deemed desirable, any questions to staff on an item, and any item where a member of Council must declare a conflict of interest.
4. Examples of items for Consent Agendas include Council Committee Minutes, OLCC requests, temporary street closures, annual proclamations and routine housekeeping items.

F. Ordinances and Resolutions – See Chapter 3

G. Public Hearings Generally

1. A public hearing may be held on any matter upon majority vote of the Council. Public hearings may be held to consider legislative, quasi-judicial or administrative matters.
2. Persons wishing to speak shall sign the Sign-In Roster with the person's name and address prior to the commencement of the public hearing at which the person wishes to speak.
3. The Presiding Officer shall announce at the commencement of any public hearing the subject of the hearing as it is set forth on the agenda. The presiding officer shall then declare the hearing open.
4. Each person shall, prior to giving testimony, give his or her name, shall indicate whether they are a resident of the City, and may give their address. All remarks shall be addressed to the Council as a body and not to any member thereof.
5. Council shall set the time limits for the applicant, appellant, or other interested persons. Except as otherwise provided an applicant or appellant shall be provided

fifteen minutes. Other interested persons shall be given three minutes for individuals and five minutes for a group of two or more.

6. Councilors may, after recognition by the presiding officer, ask clarifying or follow up questions of individuals providing testimony after that individual has completed his or her testimony. Questions posed by councilors should be to provide clarification or additional information on testimony provided. Questions should not be used as an attempt to lengthen or expand the testimony of the individual. Councilors shall be expected to use restraint and be considerate of the meeting time of the Council when exercising this option. The presiding officer may intervene if a councilor is violating the spirit of this guideline.

7. Councilors may, after the presentation of testimony of all interested persons, ask clarifying or follow-up questions of staff. Questions posed by City councilors should be to provide clarification or additional information on testimony provided.

8. The presiding officer may exclude or limit cumulative, repetitious, or immaterial matter. The presiding officer may order the testimony, alternating those speaking in favor and those in opposition, or have all speaking in favor testify, followed by all those in opposition. The presiding officer, with the approval of the Council, may further limit the time and/or number of speakers at any public hearing; provided that the presiding officer shall announce any such restrictions prior to the commencement of the testimony. In the event of large numbers of interested persons appearing to testify, the presiding officer, to expedite the hearing, may in lieu of testimony call for those in favor of the pending proposal or those in opposition to rise and direct the City recorder to note the numbers in the minutes.

9. At the end of public testimony and questions of staff, the Council shall initiate deliberations by introducing a motion on the matter; continue the hearing; or keep the record open for additional written testimony. During deliberations, each member of the Council shall have the opportunity to comment on or discuss testimony given during the public hearing.

10. A copy of any written testimony or physical evidence, which a party desires to have introduced into the record of the hearing, shall be submitted to the City recorder at the time of the hearing. Communications concerning quasi-judicial matters received prior to the hearing are ex parte contacts, and a councilor receiving any such communication must disclose the fact that such a communication has been received, and the content of the communication.

11. Documents submitted to the City as evidence or written testimony during a public hearing are public records. If such a document contains the name, address, including email address, and telephone number of the person, then it will be included in the record of the proceeding. Because the name, address, including email address, and telephone

number are part of a public record, this information will be generally disseminated to the public, and must be disclosed if a public records request is submitted for the documents. A person who believes such disclosure would present a danger to his or her personal safety, and who wishes to exempt his or her address, including email address, and telephone number from disclosure must submit a written request for nondisclosure to the City recorder pursuant to ORS 192.455(1).

H. Conduct of Hearings on Land Use Matters – See Chapter 4

I. Written Communications to Council.

1. Unsolicited communications to the mayor and/or Council concerning matters on the agenda shall be forwarded to the Council in the agenda packet, if received at least 7 days prior to the meeting, but shall not be individually itemized on the agenda. If received less than 7 days prior to the meeting, such communications will be provided to Council at the meeting.

2. Unsolicited communications to the mayor and/or Council concerning matters that are not on an agenda shall be forwarded to the mayor and/or Council but shall not be included in the agenda packet.

3. The City manager may, in his or her discretion, bring any matter raised by an unsolicited communication to the attention of the Council as an agenda item, provided that such communication is accompanied by a staff report setting forth the reason the matter should be considered by the Council, and making a recommendation for Council action.

J. Anonymous Communications. Anonymous and unsigned communications shall not be introduced at Council meetings.

CHAPTER 2 – MEETING TIME, LOCATION AND FREQUENCY

I. Regular meetings. The Council shall meet the second and fourth Thursday of each month except in those cases where the Council finds it necessary to designate another date due to conflicts and with the exception of designated holidays and/or Council recesses.

A. Meetings shall begin at 6:00 p.m.

B. Meetings shall adjourn at 10:00 p.m., but may be extended upon a majority vote of the Council. In no event shall meetings extend beyond 11:00 p.m.

II. Special meetings. Special meetings may be called by the presiding officer, by request of three members of the Council, or by the City manager and must be approved by a majority of the Council.

A. Notice of the special meeting shall be given to each member of the Council, the City manager, and each local newspaper, and radio and television station which has on file a written request for notice of special meetings.

B. Notice of the special meeting shall be given to all members of the Council and the City manager via telephone and email.

C. Special meetings shall be noticed in accordance with Oregon's public meetings law, and, at a minimum, shall be noticed at least 24 hours prior to the meeting taking place.

III. Emergency meetings. Emergency meetings may be called by the presiding officer, by the request of three members of Council, or by the City manager.

A. Notice of the emergency meeting shall be given to each member of the Council, the City manager, and each local newspaper, and radio and television station which has on file a written request for notice of special meetings.

B. Notice of the emergency meeting shall be given to all members of Council and the City manager via telephone and email.

C. Emergency meetings are those meetings called with less than 24 hours' notice and the Council shall identify why the meeting could not be delayed 24 hours immediately after calling the meeting to order.

D. The minutes for any emergency meeting shall specifically identify why the meeting constituted an emergency and was necessary.

IV. Executive Sessions. Executive sessions may be called by the presiding officer, by the request of three members of Council, by the City manager or by the City attorney.

A. Only members of the Council, the City manager and persons specifically invited by the City manager or the Council shall be allowed to attend executive sessions.

B. Representatives of recognized news media may attend executive sessions, other than those sessions during which the Council conducts deliberations with persons designated to carry on labor negotiations, or where the matter involves litigation and the news media is a party to the litigation.

V. Study Sessions. Study sessions are permitted to present information to the Council so that the Council is prepared for regular or special meetings.

A. All study sessions are subject to Oregon’s public meetings law and must be noticed accordingly.

B. Study sessions are intended to allow for preliminary discussions, and the Council is not permitted to take formal or final action on any matter at a study session.

C. Study sessions are to be scheduled by the City manager.

D. The City manager is to invite any relevant staff to study sessions so that the sessions are as productive as possible.

VI. Holidays. In the event a regular meeting falls on a holiday recognized by the City, the regular meeting for that week shall be cancelled.

VII. Location. Council meetings shall be held at city hall.

A. In the event City hall is not available for a meeting, the Council shall meet at a venue open to the public which is located within the jurisdictional limits of the City.

B. Training sessions may be held outside of the City’s jurisdictional limits, provided no deliberations toward a decision are made.

C. Interjurisdictional meetings may be held outside of the City’s jurisdictional limits, but should be held as close as practical to the City, and such meetings shall be located within the jurisdictional boundaries of the other government entity.

D. No Council meeting shall be held at any place where discrimination on the basis of an individuals’ race, religion, color, sex, national origin, ethnicity, marital status, familial status, age, sexual orientation, source of income or disability is practiced.

VIII. Notice. The City recorder shall provide notice of all meetings in accordance with Oregon’s public meeting law.

IX. Attendance. Members of the Council shall advise the City manager if they will be unable to attend any meetings. Under the charter, a Council position becomes vacant if the member of Council is absent from the City for more than 30 days without Council permission or absent from all meetings of the Council within a 60-day period.

CHAPTER 3 – ORDINANCES AND RESOLUTIONS

I. Ordinances. All ordinances considered by and voted upon by the Council shall adhere to the rules outlined herein.

A. Preparation and Introduction.

1. All ordinances shall, before presentation to the Council, have been approved by the City manager, or the City attorney.
2. No ordinance shall relate to more than one subject, which shall be clearly expressed in its title, and no ordinance, or section thereof, shall be amended or repealed unless the new ordinance contains the title of the ordinance or section amended or repealed.

B. Calendar of Ordinance.

1. An ordinance is introduced for consideration by the Council for presentation for first reading. After introduction, the Council may direct that:
 - a. A public hearing on the ordinance be held;
 - b. Refer the ordinance to committee for review and recommendation;
 - c. Refer the ordinance to the City manager or staff for further revision;
 - d. Pass the ordinance to a second reading; or
 - e. Reject the ordinance in whole or in part.
2. All ordinances when introduced for first reading shall be identified by title and number on a calendar of first reading and may be passed to a second reading as a group without further reference.
3. Except as otherwise provided by this section, on second reading all ordinances shall be placed by title and number on the agenda for second reading, and may be passed as a group, provided that such ordinances are placed by title and number on a calendar of second reading, and the vote for the passage of the calendar is unanimous. Should any member of the Council object to any ordinance at the time of second reading, that ordinance shall be removed from the calendar of second reading, and considered separately. Ordinances to be considered separately shall be read by title only.
4. When a calendar of second reading of an ordinance which is to be considered separately is placed before the Council for final passage, the City recorder shall call the roll and enter the ayes, nays and abstentions in the record.
5. All proposed amendments to an ordinance shall be in writing, and may be made by interlineation upon the ordinance.
6. The Council may adopt an ordinance at a single meeting by the approval of a majority of the Council, provided the proposed ordinance is available in writing to the public at least one week before the meeting.

7. An affirmative vote of at least a majority of the quorum shall be necessary to pass an ordinance.

II. Resolutions. All resolutions considered by and voted upon by the Council shall adhere to the rules outlined herein.

A. Preparation and Introduction. All resolutions shall, before presentation to the Council, have been approved by the City manager or the City attorney.

B. Calendar of Resolution.

1. A resolution is introduced for consideration by the Council at a single meeting. After introduction, the Council may direct that:

- a. The resolution be approved;
- b. A public hearing on the resolution be held; or
- c. Reject the resolution in whole or in part.

2. All resolutions when introduced for first reading shall be identified by title and number on a calendar.

3. All proposed amendments to a resolution must be read aloud or made available in writing to the public at the meeting before the Council adopts the resolution.

4. An affirmative vote of a majority of the quorum shall be necessary to pass a resolution.

CHAPTER 4 – LAND USE HEARINGS

I. General Conduct of Hearings.

A. Any party may speak in person, through an attorney or agent.

B. A copy of any written testimony or physical evidence which a party desires to have introduced into the record at the time of hearing shall be submitted to the City recorder at the time the party makes his or her presentation. If the testimony or evidence is not submitted to the City recorder, it shall not be included in the record for the proceeding.

C. No person may speak more than once without obtaining permission from the presiding officer.

D. Upon being recognized by the presiding officer, any member of the Council, the City Manager, community development director or the City attorney may question any person who testifies.

E. Testimony shall be directed towards the applicable standards and criteria which apply to the proposal before the Council.

F. The presiding officer may exclude or limit cumulative, repetitious, or immaterial testimony. To expedite hearings, the presiding officer may call for those in favor and those in opposition to rise, and the City recorder shall note the numbers of such persons for the record in the minutes.

II. Quasi-Judicial Land Use Matters.

A. Conflicts of Interest.

1. A member of the Council shall not participate in a discussion or vote in a quasi-judicial land use proceeding if:

- a.** The member has an actual conflict of interest as defined by the Oregon Revised Statutes or the City charter.
- b.** The member was not present during the public hearing; provided, however, members may participate if they have reviewed the evidence, including recordings of the hearing, and declared such fact for the record.

2. Members of the Council shall reveal any ex parte contacts with regard to the proceeding at the commencement of any quasi-judicial land use proceeding. If such contact impairs the member's impartiality, the member shall state this fact and abstain from participation in the matter.

C. Burden of Proof. The proponent has the burden of proof on all elements of the proposal, and the proposal must be supported by proof that it conforms to all applicable standards and criteria.

1. The decision of the Council shall be based on the applicable standards and criteria as set forth in the City's municipal code, the City's comprehensive plan, and, if applicable, any other land use standards imposed by state law or administrative rule.

2. The proponent, any opponents, and/or City staff may submit to the Council a set of written findings or statements of factual information which are intended to demonstrate the proposal complies or fails to comply with any or all applicable standards and criteria.

D. Hearing Procedures. The order of hearings in quasi-judicial land use matters shall be:

1. Land Use Hearing Disclosure Statement. The presiding officer shall read the land use hearing disclosure statement, which shall include:

- a.** A list of the applicable criteria;
- b.** A statement that testimony, arguments and evidence must be directed toward the applicable criteria or other criteria in the plan or land use regulation which the person believes to apply to the decision;
- c.** A statement that failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue; and
- d.** If applicable, a statement that a failure to raise constitutional issues relating to proposed conditions of approval precludes an action for damages in circuit court.

2. Call for ex parte contacts. The presiding officer shall inquire whether any member of the Council has had ex parte contacts. Any member of the Council announcing an ex parte contact shall state for the record the nature and content of the contact.

3. Call for abstentions. The presiding officer shall inquire whether any member of the Council must abstain from participating in the hearing due to a conflict of interest or bias. Any member of the Council announcing a conflict of interest or bias shall state the nature of the conflict or bias, and shall not participate in the proceeding, unless the person's vote is necessary to meet a requirement of a minimum number of votes necessary to take official action; provided, however, that the member shall not participate in any discussion or debate on the issue of which the conflict arises.

4. Staff summary. Planning staff shall present a summary and recommendation concerning the proposal.

5. Presentation of the Case.

- a.** Proponent's case. Twenty minutes total.
- b.** Persons in favor. Five minutes per person.
- c.** Persons opposed. Five minutes per person.
- d.** Other interested persons. Five minutes per person.
- e.** Rebuttal. Ten minutes total. Rebuttal may be presented by the proponent. The scope of rebuttal is limited to matters which were introduced during the hearing.

6. Close of hearing. No further information shall be received after the close of the hearing, except for specific questions directed to staff. If the response to any such

questions requires the introduction of additional factual evidence, all parties shall be afforded an opportunity for simultaneous written rebuttal.

7. Deliberations. Deliberations shall immediately follow the hearing. The Council may delay deliberations to a subsequent time certain.

8. Findings and Order. The Council may approve or reject the proposal.

- a.** The Council shall adopt findings to support its decision.
- b.** The Council may incorporate findings proposed by the proponent, the opponent or staff in its decision.

E. Continuances. Only one continuance is available by right. However, nothing in this section shall restrict the Council, in its discretion, from granting additional continuances. Any continuance shall result in a corresponding extension of the 120-day time limitations imposed by the Oregon Revised Statutes.

III. Legislative Land Use Matters.

A. Hearings Procedures. The order of procedures for hearings on legislative land use matters shall be:

1. Call for abstentions. Inquire whether any member of the Council wishes to abstain from participation in the hearing. Any member announcing an abstention shall identify the reason therefor and shall not participate in the proceedings.

2. Staff summary. Staff shall present a statement of the applicable criteria, and a summary and recommendation concerning the proposal.

3. Presentation of the Case.

- a.** Proponent's case. Twenty minutes total.
- b.** Persons in favor. Five minutes per person.
- c.** Persons opposed. Five minutes per person.
- d.** Other interested persons. Five minutes per person.

4. Close of hearing. No further information shall be received after the close of the hearing, except for responses to specific questions directed to staff.

5. Deliberations. Deliberations shall immediately follow the hearing. The Council may delay deliberations to a subsequent time certain.

6. Reopening hearing. Prior to second reading of an ordinance relating to a legislative land use matter, and upon majority vote of the Council, a hearing may be reopened to

receive additional testimony, evidence or argument. The same notice requirements shall be met for the reopened hearing as were required for the original hearing.

CHAPTER 5 – MOTIONS, DEBATE, PUBLIC COMMENT AND VOTING

I. Motions. All motions shall be distinctly worded.

A. The following rules shall apply to motions:

- 1.** If a motion does not receive a second, it dies.
- 2.** The Council will discuss a motion only after the motion has been moved and seconded. Nothing in this section prevents general discussion or expression of opinions before a motion is made.
- 3.** Any motion shall be reduced to writing if requested by a member of the Council.
- 4.** A motion to amend can be made to a motion that is on the floor and has been seconded.
- 5.** No motion shall be received when a question is under debate except for the following:
 - a.** To lay the matter on the table;
 - b.** To call for the previous question;
 - c.** To postpone;
 - d.** To refer; or
 - e.** To amend.
- 6.** A motion may be withdrawn by the mover at any time without the consent of the Council.
- 7.** Amendments are voted on first, then the main motion if voted on as amended.
- 8.** A member of the Council may have a motion which contains several elements divided, but the mover shall have the right to designate which element will be voted on first.
- 9.** A call for the question is intended to close the debate on the main motion; does not require a second and is not debatable.
 - a.** A call for the question fails without a majority vote.
 - b.** Debate on the main subject resumes if the motion fails.

10. A motion that receives a tie vote fails.

11. The presiding officer shall repeat the motion prior to a vote.

12. A motion to adjourn cannot be amended.

B. Motion to Reconsider. A motion to reconsider may only be made by a member of the prevailing side. Any member may second the motion.

1. No motion shall be made more than once.

2. The motion shall be made before the final adjournment of the meeting when the item goes out of possession of the Council.

II. Debate. The following rules shall govern the debate of any item being discussed by the Council:

A. Every member desiring to speak shall address the presiding officer, and, upon recognition by the presiding officer, shall confine him/herself to the question under debate, refrain from impugning the motives of any member's argument or vote, and at all times act and speak in a respectful manner. No member shall address the presiding officer or demand the floor while a vote is being taken.

B. Members shall limit their remarks to five minutes unless granted additional time by the majority of the Council. No Council Member shall be allowed to speak more than once upon any one subject until every other member choosing to speak thereon has spoken.

C. A member, once recognized, shall not be interrupted when speaking unless called to order by the Mayor or Presiding Officer, or unless a point of order is raised by any Council Member while he or she is speaking, in which case said member shall cease speaking immediately until the point is determined. If ruled to be in order, said member shall be permitted to proceed; if ruled to be out of order, said member shall remain silent or shall alter his/her remarks to comply with the ruling.

D. The member of the Council moving the adoption of any ordinance or resolution shall have the privilege of closing the debate.

III. Public Comment. The public shall be entitled to comment on all matters before the Council that require a vote.

A. Public comment shall occur either during the public comment portion of the meeting, or at Council's election, after the matter up for vote has been presented by City staff and before the Council takes any formal action on the matter.

B. Each member of the public is entitled to comment on the matter before the Council for three minutes.

C. Public comment is a time for comment, it is not a time for debate, nor is it a time for members of the public to ask questions of and receive answers from the Council or City staff.

D. Each person desiring to give public comments shall provide the Council with his or her name and address prior to giving comment. This information shall be used to ensure the minutes of the meeting properly reflect those persons who provided public comment.

IV. Voting. The following rules shall apply to voting on matters before the Council, unless amended in the manner outlined in Chapter 4 of these Rules.

A. The following require a majority of the quorum to pass.

i. Reports. (No vote is required if the report is only for informational purposes).

ii. Consent Agenda.

iii. Resolutions.

iv. An Ordinance Involving a Fee or Fine.

v. An Ordinance Not Involving a Fee.

vi. Emergency Ordinance.

vii. Budget.

viii. Franchise.

B. Suspension of Rules. A unanimous vote of all members of the Council present shall be required to suspend or rescind a rule contained in these rules of procedure, however, rules in this chapter which also appear in the City's charter shall not be suspended or rescinded.

C. Votes must be recorded. All votes shall be recorded in the minutes.

D. Ties. Tie votes shall indicate a denial of the proposal. If the tie is a matter that has been appealed from a lower City body or commission, a tie shall render the lower body's decision approved.

E. Effective date.

1. A resolution shall become effective upon adoption unless otherwise stated in the resolution.

2. Emergency ordinances shall take effect immediately upon their passage:

3. All other ordinances shall take effect thirty days after passage unless a later date is fixed on the ordinance, in which event it shall take effect at the later date.

4. The filing of a referendum petition shall suspend the effective date of an ordinance.

CHAPTER 6 – MINUTES

I. Generally.

A. All minutes shall be in written form, with an electronic copy of the meeting maintained by the City recorder in accordance with the appropriate record retention schedule.

B. The minutes shall contain the following information:

1. The date, time and place of the meeting;
2. The members present;
3. The motions, proposals, resolutions, orders, ordinances, and measures proposed and their disposition;
4. The results of all votes and the vote of each member by name;
5. The substance of any discussion on any matter; and
6. A reference to any document discussed at the meeting.

II. Approval. The Council shall approve all minutes of any Council meeting.

A. All minutes shall be approved within ninety days of the meeting having occurred.

B. The draft minutes shall be submitted to the Council as part of the Council's packet prior to the meeting where they will be discussed.

C. Any member of the Council may request an amendment or correction of the minutes prior to a final vote being taken on the minutes.

D. Grammatical changes that do not alter the substance of the minutes may be submitted directly to the city recorder and do not require a motion to amend.

CHAPTER 7 – APPOINTMENTS

I. Appointments of City Staff. The Council appoints and can remove the City manager and municipal judge as per the City's charter. All appointments require a majority vote of the entire Council.

A. Reviews. Any person appointed by the Council may be subject to an annual review by the Council.

B. Removals. All appointed persons may be removed by a majority vote of the entire Council.

C. Interference. If the Council appoints a municipal judge, the Council may meet with the judge, but in no instance shall the Council be permitted to interfere with the judge's exercise of judicial authority or discretion.

II. Appointment of Members to Commissions, Committees and Ad Hoc Committees.

A. City Commissions, Committees and Ad Hoc Committees. Unless otherwise provided by statute, ordinance or resolution, the following shall be the procedure for the creation of and appointments to all City Commissions, Committees and Ad Hoc Committees:

1. Creation and Dissolution. At any time, the Council may, by ordinance or resolution, establish any City Commissions, Committees and Ad Hoc Committees deemed necessary and in the best interests of the City, other than the Planning Commission. Unless otherwise provided, all Commissions, Committees and Ad Hoc Committees so created shall sunset at the end of their mission, but in all events shall be reviewed yearly from the date of initial creation, and at such time shall either be preauthorized or dissolved.

2. Qualifications. All appointees to City Boards, Commissions, and Lay Committees shall be registered electors and shall reside in the City of Central Point for a period of one year. No appointee may serve on more than two City Boards, Commissions, and/or Lay Committees at any one time.

3. Term. The term of all appointments shall be for one year or less, unless otherwise stated, beginning with the first Council meeting in January. Appointments may be renewed for any number of terms.

4. Vacancies. Any qualified citizen may submit a letter of interest for any open position on a City Board, Commission, or Lay Committee. Vacancies shall be advertised in the local media and letters of interest shall be received only during the time set forth in the advertisement.

5. Nomination and Confirmation. Except as otherwise provided by Code or the Charter, nominations for positions on City Boards, Commissions, and Lay Committees may be made by the Mayor or by any two Council Members, and shall be subject to confirmation by the Council.

6. Notification of Expiration of Terms. The City Manager shall give written notice to the Council of the expiration of the term of office of all members of City Boards, Commissions, and Lay Committees at least thirty (30) days prior to expiration date of any appointee's term of office.

7. Removal. All lay members of City Boards, Commissions, and Lay Committees serve at the pleasure of the Council and may be removed at any time for any reason whatsoever upon motion and vote by a majority of the Council.

All Council Member seats on the City Boards, Commissions, and Lay Committees are reserved for sitting Council Members and upon expiration of any Council Members term, or upon resignation, removal, or death, the Council Member's seat on any City Boards, Commissions, and Lay Committees occupied by that person shall be immediately declared vacant, and a sitting Council Member appointed as a replacement.

B. Council Committees.

1. Creation and Dissolution. Council Committees may be created at any time by resolution or motion. All Council Committees shall have a Chairperson and Secretary, who may be either appointed by the Mayor, or by a majority vote of the members of the committee in the absence of such appointment. Such committee shall report to the Council without unnecessary delay upon matters referred to them. All Council Committees, so created, shall sunset at the end of their mission, but in all events shall be reviewed at the first Council meeting of January each year for preauthorization, and at such time shall either be preauthorized or dissolved.

2. Membership. Membership on such Council Committees shall include only sitting Council Members, who shall be appointed by the Mayor or Presiding Officer, subject to confirmation by the Council. Council Committee appointments shall be for a term of one year, unless otherwise stated, and Councilors may be reappointed for an indefinite number of terms.

3. Meetings. Council Committee meetings may be called by the Chairman, or by any two members. A majority of the members of a Committee shall constitute a quorum to do business.

C. Meetings Subject to Oregon Open Meetings Law. All meetings of any City Boards, Commissions, and Lay Committees or Council Committees shall be subject to and comply with the Oregon Public Meetings Law, ORS 192.610-192.710.

D. Quorums. A majority of the sitting members of any City Boards, Commissions, and Lay Committees or Council Committees shall constitute a quorum to do business.

E. Registry. The City Recorder shall prepare, keep current, and retain on file in the Office of the City Recorder a list of all appointees to all City Boards, Commissions, and Lay Committees, the date of their appointment, the length of their unexpired term, and their addresses and phone numbers. All Council Members shall be given a copy of this list at least

once yearly or upon any substantial change in membership of any City Board, Commission, and Lay Committee.

CHAPTER 8 – ETHICS, DECORUM, OUTSIDE STATEMENTS

I. Ethics. All members of the Council shall review and observe the requirements of state ethics law. In addition to complying with state ethics law, all members of the Council shall refrain from:

- A.** Disclosing confidential information.
- B.** Taking action which benefits special interest groups or persons at the expense of the City as a whole.
- C.** Expressing an opinion contrary to the official position of the Council without so saying.
- D.** Conducting themselves in a manner so as to bring discredit upon the government of the City.

II. Decorum.

- A.** The presiding officer shall preserve decorum during meetings and shall decide all points of order, subject to appeal of the Council.
- B.** Members of the Council shall preserve decorum during meetings, and shall not, by conversation or action, delay or interrupt the proceedings or refuse to obey the orders of the presiding officer or these rules.
- C.** Members of the City staff and all other persons attending meetings shall observe the Council's rules of proceedings and adhere to the same standards of decorum as members of Council.

III. Rules of Conduct at City Council Meetings, Ejection and Exclusion.

- A.** To preserve order and decorum, the presiding officer or designee may direct that any person who disrupts any Council meeting, or any person who engages in dangerous or threatening behavior, after first having been warned to cease and desist from such disruption or dangerous or threatening behavior, be ejected or excluded from Council Chambers or such other place as the Council may be in session.
- B.** For purposes of this Section, an ejection is an order made by the presiding officer to immediately leave the meeting, and an exclusion is an order made by a majority of the Council prohibiting a person from entering or remaining at future meetings for a specified period of time.

C. Ejection or exclusion shall be issued in the following manner:

1. The presiding officer or designee will give a warning to the person engaging in disruptive, dangerous or threatening behavior. If the person engaging in disruptive, dangerous or threatening behavior does not cease that behavior following the warning, the presiding officer or designee will issue an ejection. An ejection shall be for the remainder of the session at which the disruptive, dangerous or threatening behavior has occurred.

2. For purposes of this Section, a person disrupts a meeting of the Council if the person engages in any conduct that obstructs or impedes the orderly carrying on of the business of the meeting. Such conduct includes, but is not limited to: any conduct that substantially prevents any other person from hearing, viewing or meaningfully participating in the meeting including booing or speaking out from anywhere other than the designated podium; carrying or displaying signs; any conduct that substantially interferes with ingress or egress to or free movement within the Council Chambers; shouting over, or otherwise disrupting, any person who is recognized by the presiding officer; any conduct that substantially interferes with City business conducted by City staff present at the session; or failure to obey any reasonable direction of the presiding officer.

3. A direction of the presiding officer is reasonable if it is reasonably related to maintaining order and decorum. A direction of the presiding officer is not reasonable if it is directed to speech or conduct the right to engage in which is, under the circumstances, protected by the federal or Oregon constitution.

4. For purposes of this Section, behavior is dangerous or threatening if a reasonable person, exposed to or experiencing such behavior, could believe that the person was in imminent danger of physical harm from the behavior. Notwithstanding the provisions of this Section, if the presiding officer reasonably believes that a person's dangerous or threatening conduct constitutes an emergency, the presiding officer is not required to give the person a warning before ordering the person ejected.

D. If a person has previously been ejected for dangerous or threatening behavior before the Council within 1 year before the date of the present ejection, or for disruptive behavior on three or more separate occasions within 1 year before the date of the present ejection, the person shall be excluded from Council meetings for 30 days. Written notice of such exclusion shall be given as provided in the Central Point Municipal Code.

IV. Statements to the Media and Other Organizations

A. Representing City. If a member of the Council, to include the mayor, appears as a representative of the City before another governmental agency, any City board or commission,

the Council, the media or an organization to give a statement on an issue, the member may only state the official position of the City, as approved by a majority of the Council.

B. Personal Opinions. If a member of the Council, to include the mayor, appears in their personal capacity before another governmental agency, City board or commission, the Council, the media or an organization to give a statement on an issue, the member must state they are expressing their own opinion and not that of the City before giving their statement.

CHAPTER 9 – INTERACTIONS WITH STAFF & CITY ATTORNEY

I. Staff. All members of the Council shall respect the separation between the Council's role and the City's manager's responsibility by:

A. Not interfering with the day-to-day administration of City business, which is the responsibility of the City manager.

B. Refraining from actions that would undermine the authority of the City manager or a department head.

C. Limiting individual inquiries and requests for information from staff to those questions that may be answered readily as part of staff's day-to-day responsibilities. Questions of a more complex nature shall be directed to the City manager.

1. Questions from individual members of the Council requiring significant time or resources (two hours or more) shall normally require approval of the Council.

2. Members of the Council shall normally share any information obtained from staff with the entire Council. This section is not intended to apply to questions by members of the Council acting in their individual capacities rather than as members of the Council, nor to questions regarding conflict of interest or similar issues particular to a member of the Council.

II. City Attorney. In general, Council questions for the City Attorney should be directed to the City Manager, unless the City Manager authorizes the Council to proceed directly to the City Attorney.

CHAPTER 10 – CENSURE [AND REMOVAL]

I. The Council may enforce these rules and ensure compliance with City ordinances, charter and state laws applicable to governing bodies. If a member of Council violates these rules, City ordinances, the City charter or state laws applicable to governing bodies, the Council may take action to protect the integrity of the Council and discipline the member with a public reprimand or removal as provided for in the city charter.

- II.** The Council may investigate the actions of any member of Council and meet in executive session under ORS 192.660(2)(b) to discuss any finding that reasonable grounds exist that a violation of these rules, local ordinance, the City charter or state laws applicable to governing bodies has occurred. Sufficient notice must be given to the affected member to afford them the opportunity to request an open hearing under ORS 192.660(2)(b).

CHAPTER 11 – AMENDMENT AND REPEAL

I. Amendment. These rules of procedure are subject to amendment by the Council in accordance with the rules noted herein.

A. Any proposed amendment to these rules shall be noted on an agenda for a regular meeting, wherein the same shall be discussed, and open for comment by the public.

B. All amendments to these rules require a majority vote of the entire Council and shall be adopted by resolution.

C. Amended rules shall not go into effect until the meeting after the rule was approved.

II. Repeal. These rules of procedure are subject to repeal and replacement by the Council in accordance with the rules noted herein.

A. Any proposed repeal of these rules shall be accompanied by a proposed replacement.

B. Any proposed repeal and replacement of these rules shall be noted on an agenda for a regular meeting, wherein the same shall be discussed, and open for comment by the public.

C. Any repeal and replacement of these rules requires a majority vote of the entire Council.

D. Any repeal and replacement of these rules shall not go into effect until 30 days after the replacement rule was approved.

RESOLUTION NO. _____

A RESOLUTION APPROVING THE RULES OF THE CITY COUNCIL OF CENTRAL POINT, OREGON
EFFECTIVE JUNE 26 2025

Recitals:

- A. The City Council is required, by Section 10 of the City Charter to adopt rules governing its meetings.
- B. It is established policy of the City Council of the City of Central Point, Oregon to review and adopt the Rules of the City Council following a general election.
- C. Council last amended its rules in January 2025. Council has directed a minor change to its Order of Business to remove Agenda Building and include new rules regarding requests by Council Members to place new items on the agenda.

The City of Central Point resolves as follows:

Section 1. Adopting Rules of City Council. The Rules of the City Council of Central Point, Oregon are hereby adopted in their entirety to read as set forth in Exhibit 1, attached hereto, effective June 26, 2025.

Section 2. Severability. If any section, sentence, clause, or phrase of this Resolution or any resolution adopted or amended hereby, should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phase of this Resolution..

Passed by the Council and signed by me in authentication of its passage this _____ day of June, 2025.

Mayor Tanea W. Browning

ATTEST:

City Recorder

Res. No. _____; June 26, 2025



DEPARTMENT: Administration

MEETING DATE: June 26, 2025

STAFF CONTACT: Matt Samitore, Parks and Public Works Director

SUBJECT: Resolution Approving IGA for Change Order Community Center

SUMMARY AND BACKGROUND:

The Parties are empowered by Oregon Revised Statute Chapter 190 to enter into intergovernmental agreements for the purpose of furthering the economy and efficiency of local governments. The City and County entered into an Intergovernmental Lease Agreement for the Multi-Use Pandemic Response Center ("Facility") dated July 10, 2024 (date of latest signature). The Lease acknowledges that the County will develop, construct, operate and manage the Facility, which has been designed large enough to accommodate a portion of the building for the City's use as a community center. Per the terms of the Lease, the City's share of the construction costs will be amortized over a period of 35-years, which such payments shall constitute Base Rent thereunder. The City has included a preschool as part of its portion of the Facility, and desires to add an outdoor play area for the preschool. The costs of such play area would be incorporated in a change order with the contractor. The parties desire to set forth the County's agreement to enter into the change order with the contractor and to bill the City the costs of such change order, rather than include those costs as amortized rent payments.

The change order is based upon the Construction Plans prepared on the City's behalf, attached as an exhibit to said IGA>

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

ATTACHMENTS/EXHIBITS:

1. IGA - Change Order for Preschool Playground
2. IGA Playground Exh A 100percentCD_250501
3. Reso Approving IGA Change Order- Playground Equipment - Community Center

STAFF RECOMMENDATION:

Make a motion to approve the resolution.

RECOMMENDED MOTION:

I move to approve Resolution No._____ a Resolution approving that Intergovernmental Agreement between the City of Central Point and Jackson County for authorization to proceed with change order for Multi-use Pandemic Response Center.

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF CENTRAL POINT AND JACKSON COUNTY
FOR AUTHORIZATION TO PROCEED WITH CHANGE ORDER FOR
MULTI-USE PANDEMIC RESPONSE CENTER**

This agreement is made and entered this ____ day of _____, 2025 by and between the City of Central Point “City” and Jackson County “County”.

RECITALS

1. The Parties are empowered by Oregon Revised Statute Chapter 190 to enter into intergovernmental agreements for the purpose of furthering the economy and efficiency of local governments.
2. The City and County entered into an Intergovernmental Lease Agreement for the Multi-Use Pandemic Response Center (“Facility”) dated July 10, 2024 (date of latest signature).
3. The Lease acknowledges that the County will develop, construct, operate and manage the Facility, which has been designed large enough to accommodate a portion of the building for the City’s use as a community center.
4. Per the terms of the Lease, the City’s share of the construction costs will be amortized over a period of 35-years, which such payments shall constitute Base Rent thereunder.
5. The City has included a preschool as part of its portion of the Facility, and desires to add an outdoor play area for the preschool. The costs of such play area would be incorporated in a change order with the contractor.
6. The parties desire to set forth the County’s agreement to enter into the change order with the contractor and to bill the City the costs of such change order, rather than include those costs as amortized rent payments.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is mutually agreed as follows:

1. **Recitals.** The recitals set forth above are incorporated herein by reference.
2. **Effective Date.** This Agreement shall be effective _____, 2025.
3. **Change Order for Playground.** The County shall negotiate the change order with Adroit Construction for construction of the play area, consistent with the Final Constructions Plans dated May 1, 2025, attached hereto at Exhibit A. In addition, the plans will include fencing that is being finalized and will be provided by the City to the County. The total costs for the play area project, with fencing, has been estimated at \$150,000 to \$180,000.
4. **Reimbursement for Change Order Costs.** The County will bill the City for the total cost of the change order charged by Adroit. The City shall remit payment within 30-days of receipt of said invoice.

5. **Term.** The term of this Agreement shall extend from the date of execution through the date that the play area project is completed and the City has paid all costs of said change order.
6. **Limitations on Liability.** All parties agree that each party shall not be subject to claim, action or liability arising in any manner whatsoever out of any act or omission, interruption, or cessation of services by the other party under this Agreement. Neither party shall be liable or responsible for any direct, indirect special, or consequential damages sustained by the other party to this Agreement, including but not limited to delay, or interruption of business activities that may result in any manner whatsoever from any act or omission, interruption or cessation of services.
7. **Indemnity.** Subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260-300, the Oregon Constitution, Article XI, Section 7 and the terms of any applicable policies of insurance, the parties agree to save, hold harmless, and indemnify each other, including their officers, agents and employees, from any loss, damage, injury, claim, or demand by a third party against either party to this agreement arising from the activities of the other party in connection with this Agreement. Neither party shall be liable for any loss, damage, injury, claim, or demand against each other arising from their respective activities in connection with this agreement, except as otherwise expressly set forth herein.
8. **Non-Discrimination.** Each party agrees that no person shall, on the grounds of race, color, creed, national origin, sex marital status, or age, suffer discrimination in the performance of this Agreement when employed by either party. Each party agrees to comply with Title VI of the Civil Rights Act of 1964, with Section V of the Rehabilitation Act of 1973, and with all applicable requirement of federal and state civil rights and rehabilitation statutes, rules and regulations. Each party shall comply with the Americans with Disabilities Act of 1990, ORS 659A.142, and all regulations and administrative rules established pursuant to those laws.
9. **Dispute Resolution.** If the terms of this agreement are breached and the parties cannot reach agreement, both parties agree to proceed with binding arbitration regardless of the claim amount. The attorney for each party shall select a neutral third party to arbitrate. Arbitration costs and attorney fees shall be allocated by the arbitrator.

10. Miscellaneous

10.1 Jurisdiction and Venue. This Agreement has been made, and shall be construed, in accordance with the laws of the State of Oregon. The City and the County agree that any suit or action pertaining to the enforcement of the terms of this Lease shall be filed or brought in Jackson County, Oregon.

10.2 Successors. This Agreement shall be binding and inure to the benefit of any successor or assign of the City and/or any successor or assign of the County.

10.3 Headings. The section and subsection headings contained herein are for convenience in reference and are not intended to define or limit the scope of any provision of this Agreement.

10.4 Attorney Fees. In any action or arbitration brought by the other party under this Agreement, the prevailing party shall be entitled to recover interest, costs, and reasonable attorney fees, as set by the court or arbitrator, or if on appeal, by the appellate court.

10.5 Force Majeure. Neither party to this Agreement shall hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, pandemic, or other events beyond the control of the other or the other's officers, employees or agents.

10.6 Partial Invalidity. If any term, covenant, condition, or provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effective and shall in no way be affected, impaired, or invalidated thereby.

10.7 Non-Waiver. The failure of either party to insist upon strict performance of any of the terms, covenants, or conditions of this Agreement shall not be deemed a waiver of any right or remedy that either party may have, and shall not be deemed a waiver of the right to require strict performance of all the terms, covenants, and conditions of this Agreement thereafter, nor a waiver of any remedy for the subsequent breach or default of any term, covenant or condition of the Agreement. Any waiver, in order to be effective, must be signed by the party whose right or remedy is being waived.

10.8 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute one instrument.

10.9 Entire Agreement. This Agreement represents the entire agreement between the parties and shall supersede all previous communications, representations, or agreements, whether verbal or written, between the parties hereto. Any modifications, changes, additions, or deletions to this Agreement must be approved by the parties in writing and attached and incorporated by reference into this Agreement.

DATED this _____ day of _____, 2025.

City of Central Point

Jackson County

By: _____

By: _____

Its: _____

Its: _____

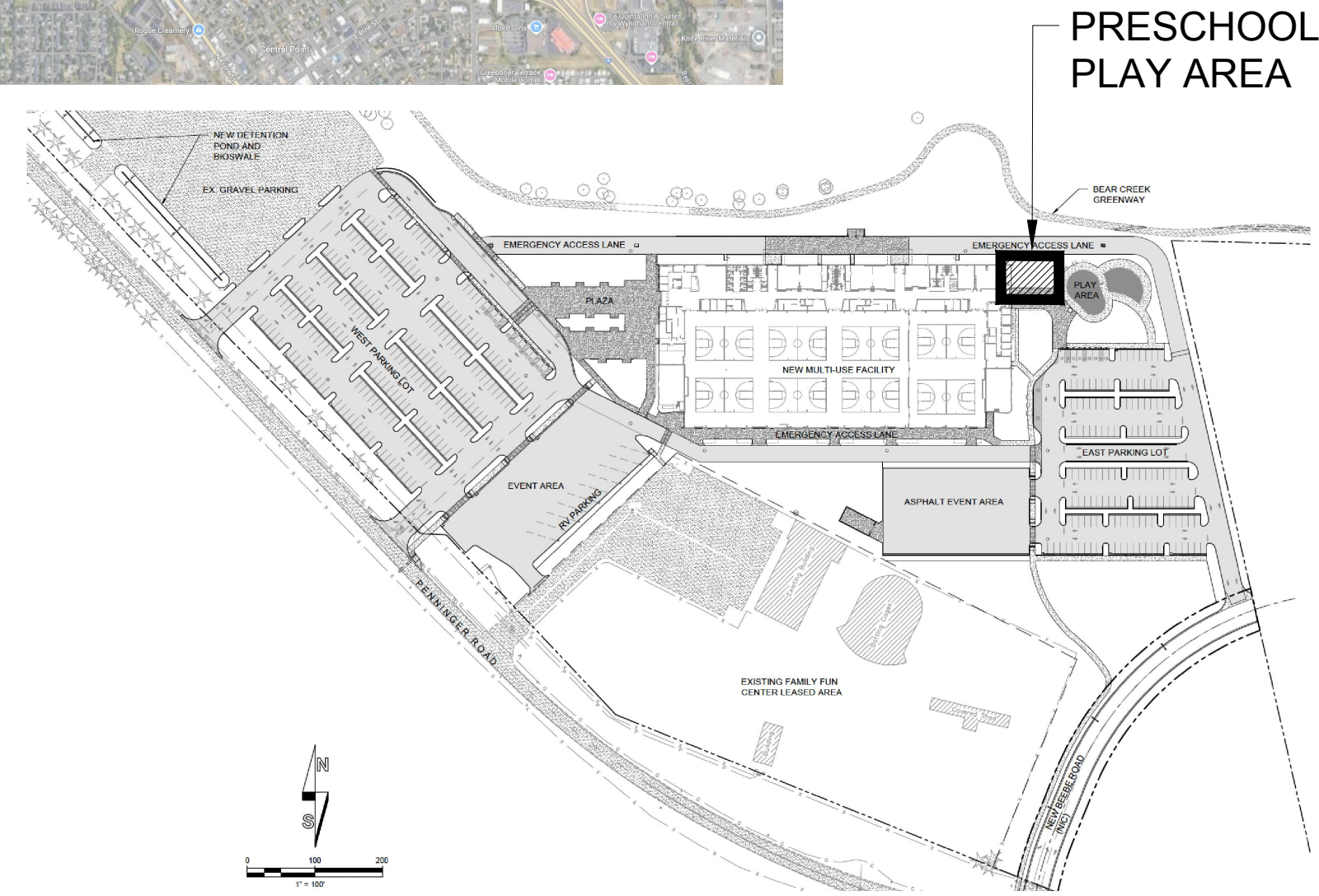
Central Point Preschool Play Area Design

City of Central Point, Oregon

Multi-Use Pandemic Response Center
Peninger Lane & Beebe Road
Central Point, Oregon 97502

100% CONSTRUCTION
DOCUMENTS
05/01/2025

VICINITY MAP



PROJECT ADDRESS:

Multi-Use Pandemic Response Center
Peninger Lane and Beebe Road
Central Point, Oregon 97502

PROJECT SUMMARY:

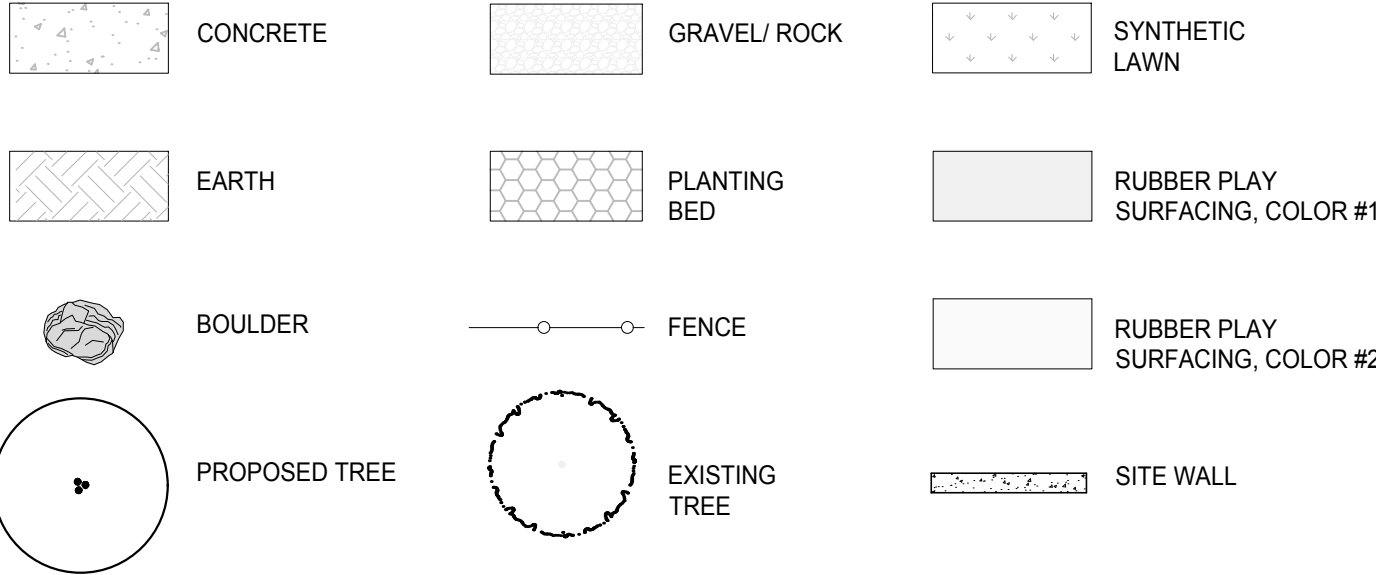
INSTALLATION OF A NEW PRESCHOOL PLAY AREA ADJACENT TO THE MUPRC BUILDING.

PROJECT TEAM

CLIENT
CITY OF CENTRAL POINT
140 S Third Street
Central Point, OR
541-664-3321
Matt Samitore, Parks & Public Works Director

LANDSCAPE ARCHITECT
SCHAREN DESIGN STUDIO
www.scharendesignstudio.com
426 a street, suite 103
ashland, OR 97520
(541) 215-4464
Shelby Scharen, Principal Landscape Architect

MATERIALS LEGEND



PROJECT NOTES

1. THE CONSTRUCTION CONTRACT IS FOR THE CONSTRUCTION OF A COMPLETE AND FULLY FUNCTIONING INSTALLATION. THESE DOCUMENTS DESCRIBE THE DESIGN INTENT AND SPECIFIC REQUIREMENTS OF THE INSTALLATION. THESE DOCUMENTS DO NOT INTEND TO SHOW EVERY ITEM REQUIRED TO CONSTRUCT THE WORK. ITEMS SUCH AS FASTENERS, CONNECTORS, FILLERS, MISCELLANEOUS CLOSURE ELEMENTS, ANCILLARY CONTROL WIRING AND POWER WHERE REQUIRED FOR THE CONTROL OR OPERATION OF THE PROVIDED EQUIPMENT ARE NOT ALWAYS SHOWN BUT ARE CONSIDERED INCLUDED IN THE SCOPE OF THE WORK. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE A FULLY FUNCTIONING INSTALLATION WHICH MEETS THE DESIGN INTENT, INCLUDING THE SPECIFIC REQUIREMENTS INCLUDED IN THESE DOCUMENTS.
2. ALL ITEMS IN THESE DOCUMENTS ARE NEW UNLESS OTHERWISE NOTED.
3. THESE DOCUMENTS DESCRIBE A SINGLE CONSTRUCTION CONTRACT. THE USE OF SUBCONTRACTORS IS THE ELECTION OF THE CONTRACTOR.
4. ITEMS INDICATED IN THIS SET NOTED "BY OWNER" ARE NOT IN THE CONTRACT (N.I.C.)
5. UNLESS OTHERWISE NOTED, IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR AND THE SUBCONTRACTORS TO REVIEW ALL DRAWINGS, SPECIFICATIONS, ADDENDA, ETC. IN ORDER TO ASSURE THE COORDINATION OF ALL WORK AFFECTING EACH TRADE. FAILURE TO REVIEW AND COORDINATE ALL CONTRACT DOCUMENTS BY THE GENERAL CONTRACTOR WITH ALL THE SUBCONTRACTORS FOR APPLICABLE ITEMS OF THE WORK SHALL NOT RELIEVE THE RESPONSIBLE PARTY FROM PERFORMING ALL WORK SO REQUIRED AS PART OF THE CONTRACT.
6. UNLESS OTHERWISE NOTED, THE TECHNICAL SPECIFICATIONS AND DRAWINGS ARE COMPLEMENTARY AND TOGETHER DESCRIBE THE PROJECT REQUIREMENTS. WHERE THERE ARE DISCREPANCIES BETWEEN THE SPECIFICATIONS AND THE DRAWINGS, THE CONTRACTOR SHALL ADVISE THE LANDSCAPE ARCHITECT AND REQUEST A CLARIFICATION.
7. UNLESS OTHERWISE NOTED, THE CONTRACTOR SHALL LAY OUT AND SEQUENCE THE INSTALLATION OF THE WORK SO THAT THE DIFFERENT SYSTEMS DO NOT OBSTRUCT THE INSTALLATION OF SUCCESSIVE WORK.
8. REFER TO THE SPECIFICATIONS FOR GENERAL INFORMATION, PRODUCTS, AND EXECUTION REQUIREMENTS. REQUIREMENTS OF THE SPECIFICATIONS APPLY TO ALL ASPECTS OF THE WORK AND ARE INCLUDED AS ADDITIONAL INFORMATION FOR EACH ITEM SPECIFIED. IF DISCREPANCIES EXISTS BETWEEN THE SPECIFICATIONS AND DRAWINGS, THE MORE STRINGENT REQUIREMENTS SHALL PREVAIL. THE GENERAL CONTRACTOR SHALL NOTIFY THE CLIENT'S REPRESENTATIVES OF ANY DISCREPANCIES.
9. THE EXISTING DIMENSIONS AND CONDITIONS SHOWN ON THESE DRAWINGS ARE ASSUMED TO BE ACCURATE BASED ON AVAILABLE INFORMATION. THE CONTRACTOR SHALL, PRIOR TO THE START OF CONSTRUCTION, VERIFY ALL EXISTING CONDITIONS, PROVIDE A COMPLETE FIELD LAYOUT ON THE JOB SITE, AND NOTIFY THE CLIENT'S REPRESENTATIVE OF ANY DEVIATIONS OR CONFLICTS WITH THESE DRAWINGS.
10. THE DRAWINGS SHALL NOT BE SCALED. THE GENERAL CONTRACTOR SHALL REFER TO THE DIMENSIONS INDICATED OR THE ACTUAL SIZES OF CONSTRUCTION ITEMS. WHERE NO DIMENSIONS OR METHOD OF DETERMINING A LOCATION IS GIVEN, VERIFY CORRECT DIMENSIONS OR LOCATION WITH THE CLIENT'S REPRESENTATIVE PRIOR TO INSTALLATION.
11. THE DRAWINGS AND REFERENCED DETAILS HAVE BEEN DIMENSIONED IN ORDER TO ESTABLISH THE CONTROL AND GUIDELINES FOR FIELD LAYOUT. WHERE A DISCREPANCY EXISTS BETWEEN THE DRAWING AND THE DETAIL, THE CONTRACTOR SHALL NOTIFY THE CLIENT'S REPRESENTATIVE FOR CLARIFICATION PRIOR TO INSTALLATION.
12. WHERE DIMENSIONS ARE NOTED TO BE VERIFIED IN THE FIELD (VIF) THE DIMENSION SHOWN IS THE DESIGN BASIS, BUT MAY DIFFER FROM ACTUAL CONDITIONS. CONTRACTOR SHALL VERIFY THESE DIMENSIONS WHILE LAYING OUT THE WORK AND REPORT ANY DISCREPANCIES BETWEEN THE DESIGN BASIS AND ACTUAL DIMENSIONS TO THE CLIENT'S REPRESENTATIVE PRIOR TO PROCEEDING WITH THE WORK. IF THE CONTRACTOR IDENTIFIES DIMENSIONS IN THE FIELD THAT DIFFER BY MORE THAN 2" FROM THE DIMENSIONS INDICTED IN THE DRAWINGS, THE CONTRACTOR SHOULD CONFIRM DIFFERENTIAL WITH LANDSCAPE ARCHITECT.
13. DETAILS ARE KEYED TO THE PLANS AT TYPICAL LOCATIONS. TYPICAL DETAILS APPLY TO ALL LOCATIONS WHICH ARE SIMILAR BUT ARE NOT OTHERWISE DETAILED. THE CONTRACTOR AND SUBCONTRACTORS ARE RESPONSIBLE FOR COORDINATING THE LOCATION OF TYPICAL DETAILS AND INSTALLING THE WORK INDICATED. IF DISCREPANCIES EXIST OR QUALIFICATION IS REQUIRED, THE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE FOR CLARIFICATION PRIOR TO PROCEEDING.
14. ELEVATIONS ARE TO TOP OF FINISHED GRADE OR OTHER HARD SURFACE MATERIAL. DO NOT SCALE DRAWINGS. USE DIMENSIONS INDICATED.
15. DETAILS ARE INTENDED TO SHOW METHOD AND MANNER OF ACCOMPLISHING THE WORK. MINOR MODIFICATIONS MAY BE REQUIRED TO SUIT JOB DIMENSIONS OR CONDITIONS AND SHALL BE INCLUDED AS PART OF THE WORK.
16. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS AND EXISTING CONDITIONS AT THE SITE BEFORE COMMENCING WORK AND REPORT ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECT PRIOR TO START OF THE WORK.
17. ALL CONSTRUCTION RELATING TO SITE DEVELOPMENT SHALL CONFORM TO STATE OF OREGON AND JURISDICTIONAL ACCESSIBILITY REQUIREMENTS.
18. NOTES AND DETAILS ON DRAWINGS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND TYPICAL DETAILS. SPECIFIC NOTES ON DETAILS APPLY TO SIMILAR CONDITIONS UNLESS NOTED OTHERWISE.
19. ALL PLANTING SHALL BE INSTALLED ACCORDING TO SOUND HORTICULTURAL PRACTICES IN A MANNER DESIGNED TO ENCOURAGE QUICK ESTABLISHMENT AND HEALTHY GROWTH.
20. FINAL LANDSCAPING SHALL BE COORDINATED WITH ALL OTHER FINAL PLAN ELEMENTS SO THAT THE PROPOSED GRADING, STORMWATER DRAINAGE, AND OTHER DEVELOPMENT IMPROVEMENTS DO NOT CONFLICT WITH NOR PRECLUDE INSTALLATION AND MAINTENANCE OF LANDSCAPE ELEMENTS.

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CENTRAL POINT PRESCHOOL PLAY AREA
MULTI-USE PANDEMIC RESPONSE CENTER
Peninger Lane and Beebe Road
Central Point, Oregon 97502



NO.	REVISIONS	DATE
#	--	--

MAY 1, 2025

G0.1
PROJECT INFORMATION

100% CONSTRUCTION DOCUMENTS

SECTION 011000 - GENERAL

The Contractor's Scope of Work shall include all permits, licenses, labor, materials, equipment and related expenses necessary to complete the project to the satisfaction of the Client, the Architect, all Utilities, and all agencies having jurisdiction.

All subtrade plans review and permit fees are the responsibility of of the Contractor. All project-specific work or fees such as water meter fees, tap fees, utility extensions, road improvements, or other similar work, required by the Jurisdiction or serving Utility, are the responsibility of the Contractor.

All work hours shall abide by local Jurisdiction.

All road and walkway closures shall be coordinated with the local Jurisdiction and Client by the Contractor.

Product Substitutions

Product Substitutions for products listed specifically in the specification shall be made by written request to the Client and Architect. Acceptance of the substitution shall be at the sole discretion of the Client and Architect.

Substitutions shall be for equal or better materials based on the performance data as provided by the manufacturer. Substitutions may also be made for products that have become unavailable or that have excessive lead times.

SECTION 012010 - GENERAL STATUTORY PROVISIONS CONCERNING PUBLIC CONTRACTS

In accordance with the provisions of Oregon Revised Statutes (ORS) 279C.530, it is agreed that the Contractor shall make prompt payment, as due, to all persons supplying to the contractor labor or materials for the prosecution of the Work provided for herein, pay all contributions or amounts due the State Industrial Accident Fund from the Contractor incurred in the performance of the contract herein, not permit any lien or claims to be file or prosecuted against the Owner on account of any labor or material furnished, and to pay the State Tax Commission all sums withheld from employees pursuant to ORS 316.169, ORS 316.189 and ORS 316.167.

Pursuant to ORS 279C.515, it is agreed that if the Contractor fails, neglects or refuses to make prompt payment on any claim for labor or services furnished to the Contractor by any persons in connection with this agreement as such claim becomes due, the proper officer of officers representing the Client may pay such claim to the person furnishing the labor or service and charge the amount of the payment against the Contractor. The payment of a claim in the manner authorized in this paragraph shall not relieve the Contractor or his surety from obligation with respect to any unpaid claims.

Pursuant to ORS 279C.520, it is a condition of this agreement that no person shall be employed by the Contractor for more than eight (8) hours in any one (1) day, or forty hours in any one (1) week, except in cases of necessity, emergency or where the public policy absolutely requires it, and in such cases, the person shall be paid at least time and a half pay for all overtime in excess of eight (8) hours in any one (1) day and for Work performed on Saturdays and legal holidays.

Pursuant to ORS 279C.525 the Contractor shall comply with the provisions of all federal, state and local statutes, ordinances and regulations dealing with the prevention of environmental pollution and the preservation of natural resources that affect the project.

Pursuant to ORS 279C.530, it is an express condition of this agreement that the Contractor shall, promptly, as due, make payment to any person, co-partnership, association or corporation furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of such Contractor, or all sums which the Contractor may or shall have deducted from their wages of his employees for such services pursuant to the terms of ORS 279B.230, and any contract entered into pursuant thereto, or collected or deducted from the wages of its employees pursuant to any law, contract or agreement for the purposes of providing or paying for such service.

The hourly rate of wage to be paid by the Contractor (and incorporated in subcontracts) shall not be less than provided in ORS 279C.800 to ORS 279C.870, and as hereinafter included in Section 00 7343-BOLI Wage Rate Requirements.

Pursuant to ORS 645.001 et seq, OAR Chapter 437, Div. 3 and OAR Chapter 437-002-0320 through OAR Chapter 437-002-0325, the Contractor shall comply with the following conditions under any contract to provide the Owner with goods or services.

Contractors and their employees shall comply with the requirements of the above cited Laws, Rules, Policies and Regulations.

Workers shall inform the executive officer at the location where services are being performed of all hazardous chemicals which they or their sub-contractors bring upon facility property, and upon request, provide the Owner with M.S.D.S. for such chemicals.

Pursuant to ORS 279C.830 (3), the contractor and every subcontractor must have a public works bond filed with the Construction Contractors Board before starting work on the project, unless exempt under ORS 279C.836 (4), (7), (8) or (9).

SECTION 013000 - ADMINISTRATIVE REQUIREMENTS

Coordination

The Contractor shall coordinate all materials, equipment and labor necessary for the project's completion. All materials to be new, free from defects in bearing strengths, durability of appearance, of best quality for the purpose intended.

Protect all existing and functioning utilities from damage during construction. All existing utilities encountered during construction that will not be utilized shall be capped or removed by the Contractor.

Project Meetings

Schedule and administer meetings throughout progress of the work at weekly intervals. Conduct meeting with Client, Architect, and SubContractors to discuss the project, schedule, critical sequencing, safety, security, and general procedural items.

Contractor shall record and distribute meeting minutes.

Architect will make observations of the work and issue field notes following the jobsite visit.

Construction Progress Schedule

The Contractor shall provide to the Client a construction schedule prior to beginning work. The schedule shall be in a critical path method format and shall be updated throughout the duration of the project to reflect the progress of the work.

Submittals

The Contractor shall make required submittals to the Client and Architect for review as required by this specification.

Submittals shall be in PDF format and emailed. Submittals shall be clearly labeled and reviewed by the Contractor prior to submittal. Submittals that are insufficient or have not been reviewed by the Contractor will be returned without review.

When required by this specification, submit physical samples and/or color selection charts for review by the Client and Architect. The Contractor shall revise and/or resubmit submittals as directed by the Client and/or Architect.

SECTION 014000 - QUALITY REQUIREMENTS

Control of Installation

Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.

The Client shall hire and pay for independent testing agency to perform special inspections required by this specification or the Jurisdiction. Any work producing insufficient test results shall be remedied by the Contractor without cost to the Client.

Contractor shall coordinate and call for all special inspections as required for the work. Comply with manufacturers' instructions, including each step in sequence.

Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.

Comply with specified standards as minimum quality for the work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

Have work performed by persons qualified to produce required and specified quality.

Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.

Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

Defect Assessment

Replace Work or portions of the Work not complying with specified requirements.

SECTION 017000 - EXECUTION AND CLOSEOUT REQUIREMENTS

Examination

Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.

Examine and verify specific conditions described in individual specification sections.

Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misfabrication. Verify that utility services are available, of the correct characteristics, and in the correct locations.

Examine existing conditions prior to commencing work and assess conditions affecting performance of work. Beginning of work means acceptance of existing conditions.

Preparation

Clean substrate surfaces prior to applying next material or substance.

Seal cracks or openings of substrate prior to applying next material or substance.

Apply manufacturer required or recommended substrate, sealer, or conditioner prior to applying any new material or substance in contact or bond.

General Installation Requirements

Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.

Make vertical elements plumb and horizontal elements level, unless otherwise indicated.

Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.

Make neat transitions between different surfaces, maintaining texture and appearance.

Progress Cleaning

Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

Protection of Installed Work

Protect installed work from damage by construction operations.

Provide special protection where specified in individual specification sections.

Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.

Final Cleaning

Use cleaning materials that are nonhazardous.

Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned. Clean site; sweep paved areas, rake clean landscaped surfaces.

Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

Closeout Procedures

Make submittals that are required by governing or other authorities.

Accompany Client on preliminary inspection to determine items to be listed for completion or correction in the Contractor's Correction Punch List for Contractor's Notice of Substantial Completion.

Notify Architect when work is considered ready for Architect's Substantial Completion inspection.

Submit written certification containing Contractor's Correction Punch List, that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's Substantial Completion inspection.

Conduct Substantial Completion inspection and create Final Correction Punch List containing Architect's and Contractor's comprehensive list of items identified to be completed or corrected and submit to Architect.

Correct items of work listed in Final Correction Punch List and comply with requirements for access to Client-occupied areas.

Notify Architect when work is considered finally complete and ready for Architect's Substantial Completion final inspection. Complete items of work determined by Architect listed in executed Certificate of Substantial Completion.

SECTION 017800 - CLOSEOUT SUBMITTALS

Project Record Documents

Submit documents to Architect with claim for final Application for Payment.

Operation and Maintenance Data: Submit to the Client an Operations and Maintenance Manual including Manuals for all equipment, equipment warranties, finish materials, a n d maintenance procedures, outlining maintenance practices, procedures, and seasonal maintenance goals.

Deliver spare parts and materials to the Client. Submit to the Client all Warranties.

For equipment, or component parts of equipment put into service during construction and operated by Client, submit completed documents within ten days after acceptance.

Submit one copy of completed documents 15 days prior to Final Inspection. This copy will be reviewed and returned after final inspection, with Architect comments. Revise content of all document sets as required prior to final submission.

Submit two sets of revised final documents in final form within 10 days after final inspection.

The Contractor shall maintain a physical copy of record documents at the jobsite throughout the duration of the work. Any installed work deviating from that drawn or specified shall be legibly marked on the record set.

Upon completion of the work, submit record documents to the Client.

Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.

For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

Warranties

The Contractor shall provide a one (1) year warranty to the Client for the work described in these documents and date from the Date of Completion. The Warranty shall cover all materials and workmanship used on this project. The Contractor shall repair or replace any materials or equipment found to be faulty/defective within the one-year period at no cost to the Client. Subcontractors shall provide a written guarantee to the Client as required by this specification.

SECTION 02788 - PLAYGROUND GRASS RESILIENT SURFACING

Description

Playground Grass resilient surface systems for surfaces under and around playground equipment including but not limited to the furnishing and installing an artificial grass safety surface over a compacted base. Finished product shall be seamed to provide a resilient, continuous surface over the entirety of the project surface.

Reference Standards

ASTM F 1292-04 "Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment".

ASTM D2859 "Flammability Standard".

ASTM F1951-99: "Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment."

ASTM D7968: Standard Test Method for Determination of Polyfluorinated (PFAS) Compounds in Soil by Liquid Chromatography Tandem Mass Spectrometry (LC/MS/MS)

Submittals

Laboratory Test Reports: Materials certificates certifying each material item complies with, or exceeds, specified requirements. Certificates of compliance must be signed by materials producer and contractor.

Product Verification: Delivery slip for each material shipment, including turf and infill material.

Warranties: Product and maintenance warranties must be provided to owner prior to installation.

Field test inspection reports and samples for material including impact attenuation, permeability, and flammability.

Playground Grass Surface Installer Qualifications: A list of ten (10) playground surfacing projects completed with a similar product within the last five (5) years. List shall include names of project representatives and respective telephone numbers. This list shall also contain projects which require the same level of difficulty: e.g. number of poles and cutouts, transitions, and other special requirements. These ten (10) projects shall have been contracted and installed by the company bidding the job.

Workmanship and Quality Assurance

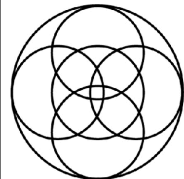
The artificial grass is to be installed per manufacturer's specifications.

All artificial grass and components shall be provided by a single source.

The artificial grass installed under this contract will be warranted for a period of fifteen (15) years for materials and covers the surface for wear, through deterioration and excessive fading/UV degradation. Vandalism and force majeure will not be covered. Written warranty must be submitted by the installer.

When defective material or workmanship is discovered which will require repair or replacement, all such repair work or replacement work shall be done by the contractor at its own expense after written notification is given of such required repairs. However, if the contractor fails to comply with the requirements of the above guarantee within a reasonable time after notification is given, the repairs will be made by others at the contractor's expense.

Any unsafe conditions that arise shall be secured and maintained by the installer until all required repairs or replacements have been completed.



Scharen
Design
Studio

landscape architecture & planning

Ashland, OR 97520
541.215.4464
shelby@scharendesignstudio.com



CENTRAL POINT PRESCHOOL PLAY AREA
MULTI-USE PANDEMIC RESPONSE CENTER
Peninger Lane and Beebe Road
Central Point, Oregon 97502



CENTRAL
POINT

NO.	REVISIONS	DATE
##	--	--

MAY 1, 2025

G0.2

SPECIFICATIONS

100% CONSTRUCTION
DOCUMENTS

All resurfacing will conform in kind and quality to the specifications set forth in the plans and specifications and will be free of defects in workmanship and material.

System

Resilient safety surface shall be Playground Grass Academy as manufactured by ForeverLawn Inc. Resilient safety surface shall have all of the following requirements independently and collectively:

Blades: Primary blades to be field green and secondary blades to be a turf green/tan blend. The primary blades will be 100% polyethylene slit-film. Polyethylene blades will be slit film straight and curled.The secondary blades to be heat set texturized nylon monofilament. Tufting construction requires dual primaries in the same row.

Weight: The product face weight will be 48 ounces. With backing, the total weight of the product will be 103 ounces.

Tufting: The tufting gauge will be 3/8", pile height 1 3/4".

Backing: The backing shall be a multi-layered, three part:

First single layer (stabilized primary consisting of polyester, fiberglass, and polyurethane. It is 18 pic construction and 6 ounces.

Second layer is a minimum of 40 ounce urethane layer.

Third layer is nonwoven, recycled, geotextile fleece.

Seams: Primary seaming system shall be a micromechanical seam, utilizing hook and loop technology.

Resilient subsurface padding: SafetyFoam Pro which is a closed cell expanded polypropylene panel.

Infill: Rubber options include 0.75 -1 lbs. of 10/20 or 14/20 crumb rubber granules per square foot. Sand options include 3.75 - 4 lbs. of 12/20 silica sand, Envirofill® , or T°Cool® per square foot.

Base Requirements

Playground Grass Systems with SafetyFoam Pro:The base shall be angular "down to dust" 3/4" stone, leveled and compacted at a depth of 3" to 4".

Preparation

The perimeter of the area shall be defined with a composite nailer board, unless an acceptable surface for anchoring the turf currently exists. These nailer boards will be secured into concrete or blacktop, or held in place with rebar spikes.

Cleaning: The entire surface shall be clean and free from any foreign and loose material.

Installation

SafetyFoam Pro resilient subsurface padding will be laid out in 2'x4' interlocking panels over the base.

Artificial Turf: The turf will be rolled out in sections, cut around the poles, and seamed together using the micromechanical seaming system as the primary bond.

Securing: The turf will be secured around the perimeter. If using nailer boards, 1" stainless steel staples will be used to secure the turf to the boards. Staples will be placed every 3". (See edge details).

Protection: Surface installer shall be responsible for the protection of the rubber surface during the installation process. Surface installer shall be responsible for the protection of the surface during the curing period upon completion of the installation.

SECTION 116813 - PLAYGROUND EQUIPMENT

Reference Standards

ASTM F1487 - Standard Consumer Safety Performance Specification for Playground Equipment for Public Use; 2021.

CPSC Pub. No. 325 - Public Playground Safety Handbook; 2015.

Administrative Requirements

Preinstallation Meetings: Convene a meeting one week before starting earthwork for playground to discuss coordination between various installers. Require attendance by personnel responsible for grading and installers of playground equipment, protective surfacing, footings, and adjacent work.

Submittals

Proposals for Substitutions: Substitutions that will increase fall height, platform height, or maximum equipment height will not be considered; submit shop drawings with proposed modifications clearly identified and sufficient information to determine compliance with specified criteria.

Product Data: For manufactured equipment, provide manufacturer's product data showing materials of construction, compliance with specified standards, installation procedures, safety limitations, and the number of users permitted.

Shop Drawings: Detailed scale drawings showing play event layout, use zone perimeters, and fall height for each play event. Show locations and dimensions of footings and anchorage points. Clearly identify mounting elevations in relation to a fixed survey point on site and to subgrade elevation and depth of protective surfacing. Show locations of underground utilities, storm drainage system and irrigation system. Show locations of related construction such as walkways and roadways, fences, site furnishings, and plantings.

Maintenance Data: Provide manufacturer's recommended maintenance instructions and list of replaceable parts for each equipment item, with address and phone number of source of supply.

Playground Equipment - General

Design Assumptions: Because the safety of the playground depends on strict compliance with design criteria, this information is provided for Contractor's information.

Playground has been designed for children ages 2 through 5.

If deviations from specified dimensions, especially fall heights, is required, obtain approval prior to proceeding; follow approval request procedure as specified for substitutions.

Mount equipment on concrete footings, unless otherwise indicated.

Protective Surfacing Depth: Refer to Section 32 1816.13.

Provide supports as required to mount equipment at proper height above finish and sub-grades to allow installation of sufficient depth of protective surfacing; portion of support below top of surfacing must comply with specified requirements for equipment.

Paint portion of support that is intended to be installed below top surface of protective surfacing a different color, or mark in other permanent way, so that installers and maintainers of protective surfacing can easily determine whether sufficient depth has been installed.

Provide permanent label for each equipment item stating age group that equipment was designed for, manufacturer identification, and warning labels in accordance with ASTM F1487.

Provide permanent playground safety signage in accordance with CPSC Pub. No. 325

Playground Equipment

Comply with ASTM F1487 and CPSC Pub. No. 325; provide equipment complying with specified requirements for relevant age group.

Provide components having factory-drilled holes; do not use components with extra holes that will not be filled by hardware or covered by other components.

Turtle Climbers: GFRC sculpture in turtle shapes. One large (adult); one small (baby)

Fall Height: 30 inches max.

Material: GFRC

Dimensions, Large: 6'-2" x 4'-4" (standard); Small: 3'-1" x 2'-2" (special order)

Colors: Custom Paint colors in moss green and tan to match the Western Pond Turtle; manufacturer to provide colors and painting concept for approval.

Manufacturer: ID Sculpture; info@idsculpture.com

Spring Rider: Designed for two seated riders, maximum weight limit 120 pounds (54 kg), seats designed to accommodate intended number of users only.

Fall Height: 25 inches max.

Material: Steel

Color: Tangerine

Manufacturer: Landscape Structures: www.playlsi.com; Len Fransen; lenf@rossrec.com 707-538-3800

Model: Double Bobble Spring Rider # 164075

Spinner: Rotating circular platform; self-lubricating bearing.

Fall Height: 18 inches

Diameter:

Height Above Protective Surfacing to Seat:

Maximum Peripheral Speed of Rotation: 13 feet/s

Material: HPDE

Color: Limon

Manufacturer: Landscape Structures: www.playlsi.com

Model: Omnispin Spinner # 173591

Mound with Tunnel: Polystyrene mound with integral HPDE tunnel

Diameter: 10 feet

Height: 36 inches

Tunnel: HDPE, 24 inches diameter

Maximum Slope: 1:5

Covering: Forever Lawn

Manufacturer: Playground Grass by Forever Lawn

Model: Standard PlayMound with Tunnel, 10' diameter

Mushroom Hoppers:

Location: as shown on drawings, mounted into side of mound

Fall Height: 36 inches max.

Manufacturer: Landscape Structures: www.playlsi.com

Model: Mushroom Climber 8" height, 171568

Model: Mushroom Climber 10" height, 171569

Model: Mushroom Climber 16" height, 171570

Slide: Slide bed with rails, platform and hood

Location: as shown on drawings, mounted into mound per manufacturer's guidelines

Slide Bed and Rails: Galvanized steel

Fall Height: 36 inches

Maximum Slope: 1:5

Hood: Polyethylene. Color: Limon

Posts: Powder-coated Steel in Limon

Platform: Powder-coated Steel Mesh, Landscape Structures or equivalent.

Manufacturer: Landscape Structures: www.playlsi.com

Model #190854 56" Stainless Steel Slide with Poly Hood

Hoop Climbers: Custom Play Element of bent steel tube

Locations: as shown on drawings, mounted into side of mound

Material: Steel tube; Comply with ASTM A135/A135M, ASTM A500/A500M, or ASTM A513/A513M; free of excess weld, spatter, and sharp protrusions. Burnish edges. Tensile Strength: 45,000 psi (310 MPa), minimum. Yield Point: 33,000 psi (225 MPa), minimum.

Finish: Powder-coated

Color: Tangerine

Anchor: Concrete footing per drawings.

Examination

Verify that playground area has been graded to subgrade elevations required and that excess soil, rocks, and debris have been removed.

Verify that playground equipment footings have been installed in proper locations and at proper elevations.

Verify location of underground utilities and facilities in playground area; damage to underground utilities and facilities will be repaired at Contractor's expense.

Preparation

Stake location of playground elements, including Use Zone perimeters, perimeter of protective surfacing, access and egress points, hard surfaces, walls, fences, and structures, and planting locations.

Stake layout of entire Use Zone perimeter before starting any work and before subbase under resilient surfacing is laid.

Verify that Use Zone perimeters do not overlap hard surfaces, whether currently installed or not.

Verify that Use Zones are free of obstructions that would extend into resilient portion of protective surfacing.

If conflicts or obstructions exist, notify Architect.

Do not proceed until revised drawings have been provided, showing corrected layout, and obstructions have been removed.

Installation

Coordinate work with preparation for and installation of protective surfacing specified in Section 321500; install protective surfacing after playground equipment installation.

Install in accordance with CPSC Pub. No. 325, ASTM F1487, manufacturer's instructions, and requirements of authorities having jurisdiction.

Anchor equipment securely below bottom elevation of resilient surfacing layer.

Install without sharp points, edges or protrusions, entanglement hazards, pinch, crush, or shear points.

Do not modify play events on site without written approval of manufacturer.

Install required signage if not factory-installed.

Field Quality Control

Client or Client's representative will inspect playground equipment after installation to verify that playground meets specified design safety and accessibility requirements.

Repair or replace rejected work until compliance is achieved.

SECTION 033000 - CAST-IN-PLACE CONCRETE

Formwork

Formwork Design and Construction: Comply with guidelines of ACI PRC-347 to provide formwork that will produce concrete complying with tolerances of ACI SPEC-117.

Form Materials: Sonotube or Contractor's choice of standard products with sufficient strength to withstand hydrostatic head without distortion in excess of permitted tolerances.

Concrete Materials

Cement: ASTM C150/C150M, Type I - Normal Portland type.

Fine and Coarse Aggregates: ASTM C33/C33M.

Water: ASTM C1602/C1602M; clean, potable, and not detrimental to concrete.

Concrete Mix Design

Proportioning Normal Weight Concrete: Comply with ACI PRC-211.1 recommendations. Replace as much Portland cement as possible with fly ash, ground granulated blast furnace slag, silica fume, or rice hull ash as is consistent with ACI recommendations.

Normal Weight Concrete: Compressive Strength, when tested in accordance with ASTM C39/C39M at 28 days: 3,000 pounds per square inch (20.7 MPa).

SECTION 061000 - ROUGH CARPENTRY

Materials

Dimensional Lumber: Comply with PS20 and requirements of American Lumber Standard Committee, Douglas Fir or Cedar, as noted. See Drawings for sizes.

Connectors: Simpson Strong-Tie, stainless steel or zinc-coated. Secure with fastenings recommended by manufacturer to develop full total load reactions.

Fasteners: per OSSC Table 2304.10.2, where required or indicated. All nuts, bolts, screws, washers, and nails to be either stainless steel or zinc-coated. Do not mix stainless steel and zinc-coated fasteners.

SECTION 312200 - GRADING

Rough Grading

Excavate and fill subgrade material to elevations indicated on plans. Remove and replace unsuitable materials as specified fill.

Fine Grading

Scrape and spread subgrade material uniformly smooth and without disruptions as indicated on drawings.

Tolerances

Top Surface: Plus or minus 1/2 inch (13 mm).

SECTION 321123 - AGGREGATE BASE COURSES

Materials

Coarse Aggregate Type 3/4" minus CRB: Coarse aggregate, complying with State of Oregon Highway Department standard.

Installation

Spread aggregate over prepared substrate to a total compacted thickness of 4 inches or as indicated on drawings.

Under Bituminous Concrete Paving: Place coarse aggregate to a total compacted thickness of 4 inches.

Under Portland Cement Concrete Paving: Place coarse aggregate to a total compacted thickness of 4



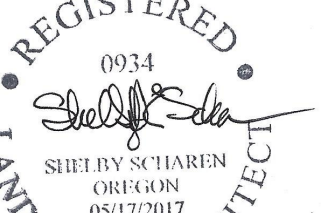
Scharen
Design
Studio

landscape architecture & planning

Ashland, OR 97520
541.215.4464
shelby@scharendesignstudio.com

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SHELBY SCHAREN
OREGON
05/17/2017

LANDSCAPE ARCHITECT

CENTRAL POINT PRESCHOOL PLAY AREA

MULTI-USE PANDEMIC RESPONSE CENTER

Peninger Lane and Beebe Road
Central Point, Oregon 97502



CENTRAL
POINT

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inches.

Place aggregate in maximum 4 inch (100 mm) layers and roller compact to specified density.

Level and contour surfaces to elevations and gradients indicated.

Add small quantities of fine aggregate to coarse aggregate as appropriate to assist compaction.

Add water to assist compaction. If excess water is apparent, remove aggregate and aerate to reduce moisture content. Use mechanical tamping equipment in areas inaccessible to compaction equipment.

Tolerances

Variation From Design Elevation: Within 1/2 inch (12.8 mm).

SECTION 321313 - CONCRETE PAVING

Submittals

Submit manufacturer's standard sample of 3" x 3" colored tile.

Form Materials

Wood form material, profiled to suit conditions.

Joint Filler: Preformed; non-extruding bituminous type (ASTM D1751) or sponge rubber or cork (ASTM D1752).

Thickness: 1/2 inch (12 mm).

Dowels: ASTM A615/A615M, Grade 40 - 40,000 psi (280 MPa) yield strength; deformed billet steel bars; unfinished finish.

Concrete Materials

Obtain cementitious materials from same source throughout.

Concrete Materials: Provide in accordance with State of Oregon Highways standards.

Color Additive: Davis Colors, Cliffside Brown 6804.

Concrete Mix Design

Proportioning Normal Weight Concrete: Comply with ACI PRC-211.1 recommendations.

Concrete Strength: Establish required average strength for each type of concrete on the basis of field experience or trial mixtures, as specified in ACI SPEC-301. For trial mixtures method, employ independent testing agency acceptable to Architect for preparing and reporting proposed mix designs.

Mixing On Project Site: Mix in drum type batch mixer, complying with ASTM C685/C685M. Mix each batch not less than 1-1/2 minutes and not more than 5 minutes.

Subbase: Prepare subbase in accordance with State of Oregon Highways standards.

Placing Concrete

Ensure reinforcement, inserts, embedded parts, and formed joints are not disturbed during concrete placement.

Joints

Align sidewalk joints with walls and edges of site features.

Place 3/8 inch wide expansion joints at 15 foot intervals and to separate paving from vertical surfaces and other components and in pattern indicated.

Provide scored joints.

Tooled contraction joints 3/16 inch wide at an optimum time after finishing. Cut 1/3 into depth of slab.

Finishing

Patio Paving: Light Sand-blast finish with troweled edges 1/4 inch radius (6 mm radius).

Tolerances

Maximum Variation of Surface Flatness: 1/4 inch (6 mm) in 10 ft (3 m).

Maximum Variation From True Position: 1/4 inch (6 mm).

SECTION 321500 - PLAYGROUND SURFACING

Reference Standards

ASTM D412 Standard Test Methods for Vulcanized Rubber and Thermoplastic Rubbers and Thermoplastic Elastomers-Tension.

ASTM D624 Standard Test Method for Tear Strength of Conventional Vulcanized Rubber and Thermoplastic Elastomers.

ASTM D2047 Standard Test Method for Static Coefficient of Friction of Polish-Coated Floor Surfaces as Measured by the James Machine.

ASTM D2859 Standard Test Method for Flammability of Finished Textile Floor Covering Materials.

ASTM E303 Standard Test Method for Measuring Surface Frictional Properties Using the British Pendulum Tester.

ASTM F1292 Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment.

ASTM F1951 Standard Specification for Determination of Accessibility of Surface Systems Under and Around Playground Equipment.

System Description

Performance Requirements: Provide a 2-layer rubber-urethane playground surfacing system which has been designed, manufactured and installed to meet the following criteria:

1. Shock Attenuation (ASTM F1292):

a. Gmax: Less than 200.

b. Head Injury Criteria: Less than 1000.

2. Flammability (ASTM D2859): Pass.

3. Tensile Strength (ASTM D412): 60 psi (413 kPa).
4. Tear Resistance (ASTM D624): 140%.
5. Water Permeability: 0.4 gal/yd2/second.
6. Accessibility: Comply with requirements of ASTM F1951.

Submittals

- A. General: Submit listed submittals in accordance with Conditions of the Contract and Division 1 Submittal Procedures Section.
- B. Product Data: Submit manufacturer's product data and installation instructions.
- C. Verification Samples: Submit manufacturer's standard verification samples of 9" x 9" (229 x 229 mm) minimum.
- D. Quality Assurance/Control Submittals: Submit the following:
1. Certificate of qualifications of the playground surfacing installer.
- E. Closeout Submittals: Submit the following:
1. Warranty documents specified herein.

Quality Assurance

Qualifications: Utilize an installer approved and trained by the manufacturer of the playground surfacing system, having experience with other projects of the scope and scale of the work described in this section.

Certifications: Certification by manufacturer that installer is an approved applicator of the playground surfacing system.

International Play Equipment Manufacturers Association (IPEMA) certified.

Delivery, Storage & Handling

Delivery: Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.

Storage and Protection: Store materials protected from exposure to harmful environmental conditions and at a minimum temperature of 40 degrees F (4 degrees C) and a maximum temperature of 90 degrees F (32 degrees C)

Project Site Conditions

Environmental Requirements: Install surfacing system when minimum ambient temperature is 40 degrees F (1 degree C) and maximum ambient temperature is 90 degrees F (32 degrees C). Do not install in steady or heavy rain.

Warranty

Proper drainage is critical to the longevity of the PlayBound Poured-in-Place surfacing system. Inadequate drainage will cause premature breakdown of the poured system in affected areas; and void the warranty.

Poured-in-Place Playground Surfacing System

- Manufacturer: Surface America, Inc.
- Contact: PO Box 157, Williamsville, NY 14231; Telephone: (800) 999-0555, (716) 632-8413; Fax: (716) 632-8324; E-mail: info@surfaceamerica.com; website: <http://www.surfaceamerica.com>.
- Proprietary Products/Systems. Poured-in-place playground surfacing system, including the following:
1. PlayBound Poured-In-Place Primer:
- a. Material: Urethane.
2. PlayBound Poured-in-Place Basemat:
- a. Material: Blend of 100% recycled SBR (styrene butadiene rubber) and urethane.
- b. Thickness: 2" (51 mm) for 4' critical fall height.
- c. Formulation Components: Blend of strand and granular material.
3. PlayBound Poured-In-Place Top Surface:
- a. Material: Blend of Virgin EPDM (ethylene propylene diene monomer) rubber or TPV Granule and aliphatic urethane binder (Extreme-10).
- b. Thickness: Nominal 1/2" (12.7 mm), minimum 3/8" (9.5 mm), maximum 5/8" (15.9 mm).
- c. Colors: Sky Blue; Royal Blue 50% and Sky Blue 50%; Eggshell; Gold; Terracotta. In locations and patterns indicated on drawings.
- d. Dry Static Coefficient of Friction (ASTM D2047): 1.0.
- e. Wet Static Coefficient of Friction (ASTM D2047): 0.9.
- f. Dry Skid Resistance (ASTM E303): 89.
- g. Wet Skid Resistance (ASTM E303): 57.

Mixes

Required mix proportions by weight:

1. Basemat: 16+% urethane (as ratio: 14% urethane divided by 86% rubber). 14% urethane, 86% rubber (based on entire rubber & urethane mix).

2. Top Surface: 22% urethane (ratio: 18% urethane divided by 82% rubber). 18% urethane, 82% rubber (based on entire rubber & urethane mix).

Manufacturer's Instructions

Comply with the instructions and recommendations of the playground surfacing manufacturer.

Examination

- A. Substrate preparation must be in accordance with surfacing manufacturer's specification.
- B. Proper drainage is critical to the longevity of the PlayBound Poured-in-Place surfacing system. Inadequate drainage will cause premature breakdown of the poured system in affected areas; and void the warranty.

Preparation

Surface Preparation: Using a brush or short nap roller, apply primer to the substrate perimeter and any adjacent vertical barriers such as playground equipment support legs, curbs or slabs that will contact the surfacing system at the rate of 300 ft2/gal (7.5 m2/L).

Installation

- Do not proceed with playground surfacing installation until all applicable site work, including substrate preparation, fencing, playground equipment installation and other relevant work, has been completed.
- Basemat Installation:
1. Using screeds and hand trowels, install the basemat at a consistent density of 29 pounds, 1 ounce per cubic foot (466 kg/m3) to the specified thickness.
2. Allow basemat to cure for sufficient time so that indentations are not left in the basemat from applicator foot traffic or equipment.
3. Do not allow foot traffic or use of the basemat surface until it is sufficiently cured.

Primer Application: Using a brush or short nap roller, apply primer to the basemat perimeter and any adjacent vertical barriers such as playground equipment support legs, curbs or slabs that will contact the surfacing system at the rate of 300 ft2/gal (7.5 m2/L).

Top Surface Installation:

1. Using a hand trowel, install top surface at a consistent density of 58 pounds, 9 ounces per cubic foot (938 kg/m3) to a nominal thickness of 1/2" (12.7 mm).
2. Allow top surface to cure for a minimum of 48 hours.
3. At the end of the minimum curing period, verify that the top surface is sufficiently dry and firm to allow foot traffic and use without damage to the surface.
4. Do not allow foot traffic or use of the surface until it is sufficiently cured.

Protection

Protect the installed playground surface from damage resulting from subsequent construction activity on the site.

SECTION 323213 - FREE-STANDING WALL

Submittals

- Shop Drawings: Engineering drawings for installation, including elevations, large-scale details of elevations, typical sections, details, and connections, soil reinforcement, and drainage provisions.
1. Include marked up contract drawings showing exact dimensions for blocks, required coping, and other minor revisions.
2. Submit detailed design calculations showing compliance with specified design criteria and material evaluations performed in accordance with specified design standard, signed and sealed by Design Engineer. Design Engineer's Qualification Statement.

Wall Materials

Architect has designed the free-standing block walls; alternative solutions will be considered.

Retaining Wall Units: Machine-formed concrete blocks of shapes and sizes suitable for the retaining wall configuration required and complying with ASTM C1372.

Finish: 3-Coat Stucco Plaster. Face Color: Tan. Texture: Stipple-troweled

Concrete Footing and Reinforcement per Structural.

SECTION 323300 - SITE FURNISHINGS

Shade Structure

- Manufacturers: Provide pre-engineered product from one of these potential vendors (or equivalent):
- SkyWays by Landscape Structures
www.playlsi.com
Len Fransen
lenf@rossrec.com
707-538-3800
- Laguna Shade Co.
www.lagunashade.com
Nick Crylen
nickcrylen@gmail.com
949-333-9222
- Steel Posts: Powder-coated cylindrical steel. Color: Black
- Sail Fabric: HDPE Shade Fabric. Color: Tangerine. Flammability: Non-combustible material to comply with OSSC Sec 703.3 or NFPA; 701 Test Methods 1 and 2.
- Mounting: Concrete footing per manufacturer's recommended design.

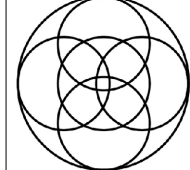
Boulders

Monolithic local granite, natural cleave/uncut faces, with moss or lichen intact, as possible. No sharp edges. Confirm selection with Landscape Architect.

Size: As indicated on drawings.

Wood Log Steppers

Provide sustainably harvested wood, certified or labeled. Wood from recovered timber is permitted, provided it meets the specified requirements for new wood and is free of contamination; identify source.



Scharen
Design
Studio

landscape architecture & planning

Ashland, OR 97520
541.215.4464
shelby@scharendesignstudio.com



CENTRAL POINT PRESCHOOL PLAY AREA

MULTI-USE PANDEMIC RESPONSE CENTER

Peninger Lane and Beebe Road
Central Point, Oregon 97502



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Wood is to be fir, or local species. Logs should be seasoned, one-year minimum, with bark removed.
Finish: Natural

SECTION 328400 - PLANTING IRRIGATION

Irrigation System

Submit copies of manufacturer’s product data for all materials to be used for this portion of work.

Submit documentation that the installer is a licensed and bonded Landscape Contracting Business that specializes in and has experience in successfully installing similar irrigation systems.

Operations and maintenance submittals: valve schedule; project record drawing; product data and warranty information for all included parts and equipment

Required site observation visits with the landscape architect: 1. Layout for head locations, valves, and controller 2. Trench layout and depth verification 3. Backfill verification 4. Main line pressure test before installation of valves 5. Main line visual test after installation of valves 6. Coverage Test 7. Pre-final checklist 8. Final Completion checklist

Regulatory Requirements: 1. All work detailed herein and, on the drawings, shall be accomplished in strict accordance with the applicable Local, State and Federal codes and regulations. 2. The Landscape Contracting Business shall be responsible for obtaining and paying for all necessary permits to accomplish the work described herein. Submit requests for product substitution approval to landscape architect. Substitutions will be permitted only if approved in writing by the Landscape Architect. Any structures or facilities damaged by work of this project, including portions of the existing irrigation system, shall be restored to equal or better than original condition at the offending Landscape Contracting Business’s expense and to the satisfaction of the Client’s Representative.

Guarantee all installation against defects in materials and workmanship, which may occur during normal usage for a period of one year after final acceptance of the Work. Landscape Contracting Business shall not be responsible for damage due to vandalism, negligence of the Client or Acts of Nature.

Weather Requirements: 1. Do not solvent weld polyvinyl chloride pipe when ambient temperature is below 40°F or above 95°F. 2. Do not solvent weld polyvinyl chloride pipe in wet conditions.

Minimum depth of cover to top of irrigation piping shall be as follows: 1. Lateral Lines: Minimum of 12" deep. 2. Mainline: Minimum of 18" deep. 3. Sleeves under vehicular pavement: Minimum of 24" deep

Controller to Decoder: Lay two-wire communication wire in trench under mainline and/or lateral lines whenever they occur in same trench. Place communication wire in sleeves when under paving, and in conduit when not in common trench with mainline and/or lateral lines. Wire splices to be inside valve boxes using moisture proof electrical connectors according to manufacturer’s installation instructions.

Minimum Pressure Test on Main Lines, Valves, Joints and Fittings: 100 pounds per square inch without losing more than 3 pounds per square inch for a period of 1 hour. Provide airless paint sprayer with compressor, or other equipment, to achieve required hydraulic test pressure without injection of air into main lines.

Contractor shall provide minimum 24-hour notice to Landscape Architect requesting observation of final pressure test. Piping may be pressure tested in sections if approved by Landscape Architect. Perform lateral line leak testing for each control valve in numerical sequence, immediately after main line pressure testing has been approved, in the presence of the Landscape Architect. Perform final coverage test by operating each control valve in the presence of the Landscape Architect when the irrigation system has been completely installed and adjusted.

Pipe Materials

PVC Pipe: Schedule 40 ASTM D2241; 200 psi (1.38 MPa) pressure rated upstream from controls, 160 psi (1.10 MPa) downstream; solvent welded sockets.

PVC Sleeves: Schedule 40, sized two times the diameter of the pipes scheduled to to contained in the sleeve. Minimum sleeve size is 6" unless otherwise noted on Drawings.

Galvanized Steel Pipe and Fittings: Pipe, Schedule 40, hot-dipped galvanized, conforming to ASTM A53. Fittings: Hot-dipped galvanized, malleable iron.

Fittings: Type and style of connection to match pipe. Nipples and above ground risers shall be schedule 80 PVC.

Solvent Cement: ASTM D2564 for PVC pipe and fittings.

PVC Primer: Weld-on P-70, or approved equal, purple color, or accepted substitute, meeting requirements of ASTM F656.

PVC Cement: Weld-on P721, or approved equal.

Irrigation Heads

Bubbler: As indicated on drawings.

Valves

Valves: Hunter Industries. See schedule on drawings

Gate Valves: Brass, size to match main line.

Quick Coupling Valve: Hunter HQ-44-LRC-R

Valve Boxes for Isolation Valves, Quick Couplers, and Manual Drain Valves: Carson, Armor, or approved equal, 10" diameter round valve boxes, one for each valve.

Valve Boxes for Control Valves: Valve Boxes for Control Valves: 12" minimum size box, one box for each valve, with locking lid, and extensions as needed. Or maximum of two 1" valves per jumbo valve box.

Low Volume Irrigation

1/2" XF Series Blank Tubing, or equivalent High-density polyethylene (HDPE), UV-resistant, designed for low-volume drip irrigation systems.

Rain Bird Xeri-Bug Emitters, or equivalent.

Emitters shall be installed at predetermined intervals to provide point-source water application directly to the root zones.

Emitters shall be available in flow rates of 0.5 GPH, 1.0 GPH, and 2.0 GPH, depending on the specific needs of the plant material and application.

Air Relief Valves shall be installed at high points of the irrigation system to allow air to escape and prevent airlocks that could impair system performance.

Verify the flow rate of the emitters (0.5 GPH, 1.0 GPH, or 2.0 GPH) and ensure that the pressure compensating features are working properly to deliver consistent water flow.

Accessories

Locator Wire: All main lines to be marked on the top side of pipe with continuous 14-gauge, single-strand locator wire, with light blue color coating.

Pipe Joint Tape: Minimum of 1/2" Teflon tape for use in wrapping threaded PVC and/or galvanized pipe fittings and joints, as required.

Drain Rock: 1/4" round clean, washed pea gravel.

Air-relief Valves: Install in quantities and locations as recommended by the manufacturer.

Controls

Exterior location, coordinate with Client.

Control wire: two-wire communication wire. No. 14 AWG, solid copper, jacketed two-conductor, direct-burial cable.

Low volume irrigation: as indicated in the drawings

SECTION 329113 - SOIL PREPARATION

Testing

Submit analysis of existing (on-site) and imported topsoil from licensed soils testing laboratory for approval prior to reuse of existing topsoil or delivery of imported topsoil.

Soil test shall include the following: sieve analysis of soil particle size; magnesium, nitrogen, phosphorous, boron, zinc, and potassium levels; soluble salt level; pH; organic matter; and infiltration rate. Test results shall include specific recommendations for soil conditioners, amendments and fertilizers to adjust the soil to meet the description noted above. A written narrative summarizing the analysis and recommendations shall be included in the submittal.

Soil Materials

Topsoil: Fertile, friable, natural loam, surface soil, capable of sustaining vigorous plant growth; porous and free draining; free of subsoil clay lumps, brush, noxious weeds, weed seeds, roots, stones larger than 1-1/2 inches in any dimension and other material harmful to plant growth.

Submit 1/2-gallon sample each of existing and imported topsoil.

Submit manufacturer’s or vendor’s certified analysis of compost, fertilizers, and soil amendments.

Definition of Noxious Weed: As designated on State of Oregon Dept. of Agriculture’s Noxious Weed List.

Compost: 1/4-inch minus fir or hemlock sawdust aged a minimum of 2 years, or approved equal.

Planting Bed Fertilizer: Best Fertilizer Triple Pro 15-15-15, or approved equal.

Mycorrhizae Soil Amendment: Plant Success Mycorrhizae Tablets, or approved equal.

Placing Topsoil

Remove all rock, asphalt, concrete, roots of any dead tree or tree/plant to be removed, and all construction debris, from planting beds to a minimum depth of 12 inches below finish grade.

Approved topsoil shall be in place to a depth of 12 inches below finish grade for all planted areas. Spread 3" depth of compost, and Planting Bed Fertilizer according to the manufacturer’s specifications. Apply additional soil amendments as required by soil test analysis at the rate indicated by the analysis. Incorporate into existing soil and rake smooth.

Place Mycorrhizae Tablets in each plant pit at the time of planting according to the manufacturer’s specifications.

Place topsoil during dry weather and on dry unfrozen subgrade.

Grade topsoil to eliminate rough, low or soft areas, and to ensure positive drainage.

Throughout landscape installation landscape shall be kept free of weeds. All landscape areas shall be treated to remove noxious weeds, and weed seeds. To minimize the harm to the environment and pollinators, the following methods are allowed in place of chemical herbicides: Manual removal, organic herbicides, and pre-emergent herbicides.

SECTION 329300 - PLANTS

Plants

Species and size identified in plant schedule, grown in climatic conditions similar to those in locality of the work.

Mulch Materials

Submit a 1/2 gallon sample of all proposed mulch materials no earlier than 30 days prior to installation.

Wood Mulch: fir or similar wood aged sawdust bark, free of growth or germination inhibiting ingredients.

Planting

The landscape construction professional as defined in ORS 671.520 and performing work under this section of the contract shall hold a valid landscape contractor’s license in accordance with ORS 671.510 to 671.760.

Protect utility lines and site improvements.

Submit written confirmation of plant order with landscape bid. Substitution requests for plants must be submitted prior to bidding. Contractor shall verify plant quantities indicated on the Drawings.

Comply with minimum requirements for plant quality, grade tolerances, and caliper to height ratios as specified in American Standards for Nursery Stock, ANSI Z60.1. Nursery stock shall be healthy, well branched and rooted, full foliage when in lead, free of disease, injury, insects, weeds, and weed roots. All plant material shall be free of any defects, of normal health, height, leaf density, and spread appropriate to the species. All trees shall be ball and burlap or equivalent.

Protect plants against damage and dehydration. Store potted plant materials in shade and protect against harmful weather. Do not plant when air temperature is less than 35°F or above 90°F.

Notify the Landscape Architect of delivery schedule so plant materials may be inspected upon delivery.

Newly developed planting beds to receive 3" layer of mulch. Lift plant foliage above mulch to prevent mulch contact with foliage.

Place plants for best appearance for review and final orientation by Architect.

Set plants vertical.

Remove non-biodegradable root containers.

Set plants in pits or beds, partly filled with prepared plant mix, at a minimum depth of 6 inches (of 150 mm) under each plant. Remove burlap, ropes, and wires, from the root ball.

Place bare root plant materials so roots lie in a natural position. Backfill soil mixture in 6 inch (150 mm) layers. Maintain plant life in vertical position.

Saturate soil with water when the pit or bed is half full of topsoil and again when full.

Plant Support

Brace plants vertically with plant protector wrapped guy wires and stakes to the following:

Tree Caliper: 1 to 2 inches (25 to 50 mm); Tree Support Method: 2 stakes with two ties

Maintenance

Maintain plant life for 12 months after date of Final Acceptance.

Maintain plant life immediately after placement and until plants are well established and exhibit a vigorous growing condition. Continue maintenance until termination of warranty period.

Irrigate sufficiently to saturate root system and prevent soil from drying out.

Remove dead or broken branches and treat pruned areas or other wounds.

Neatly trim plants where necessary.

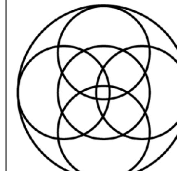
Immediately remove clippings after trimming.

Control growth of weeds. No chemical herbicides are permitted.

Control insect damage and disease. No pesticides are permitted.

Replace mulch when deteriorated.

Maintain wrappings, guys, turnbuckles, and stakes. Adjust turnbuckles to keep guy wires tight. Repair or replace accessories when required.



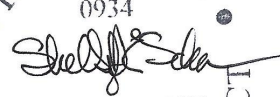
Scharen
Design
Studio

landscape architecture & planning

Ashland, OR 97520
541.215.4464
shelby@scharendesignstudio.com

REGISTERED

09/14



SHELBY SCHAREN
OREGON
05/17/2017

LANDSCAPE ARCHITECT

CENTRAL POINT PRESCHOOL PLAY AREA

MULTI-USE PANDEMIC RESPONSE CENTER

Peninger Lane and Beebe Road
Central Point, Oregon 97502



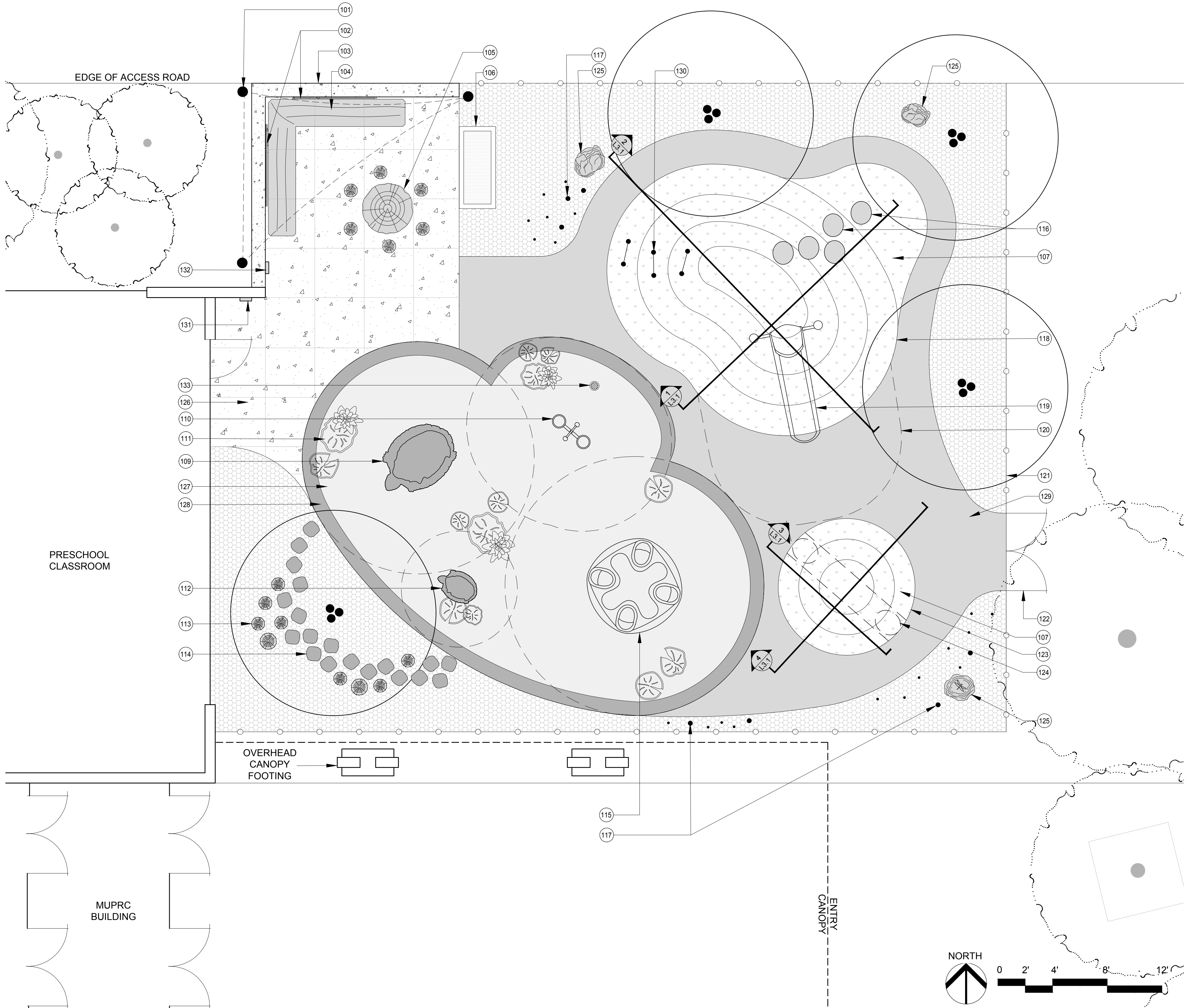
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MAY 1, 2025

G0.5

SPECIFICATIONS

100% CONSTRUCTION
DOCUMENTS



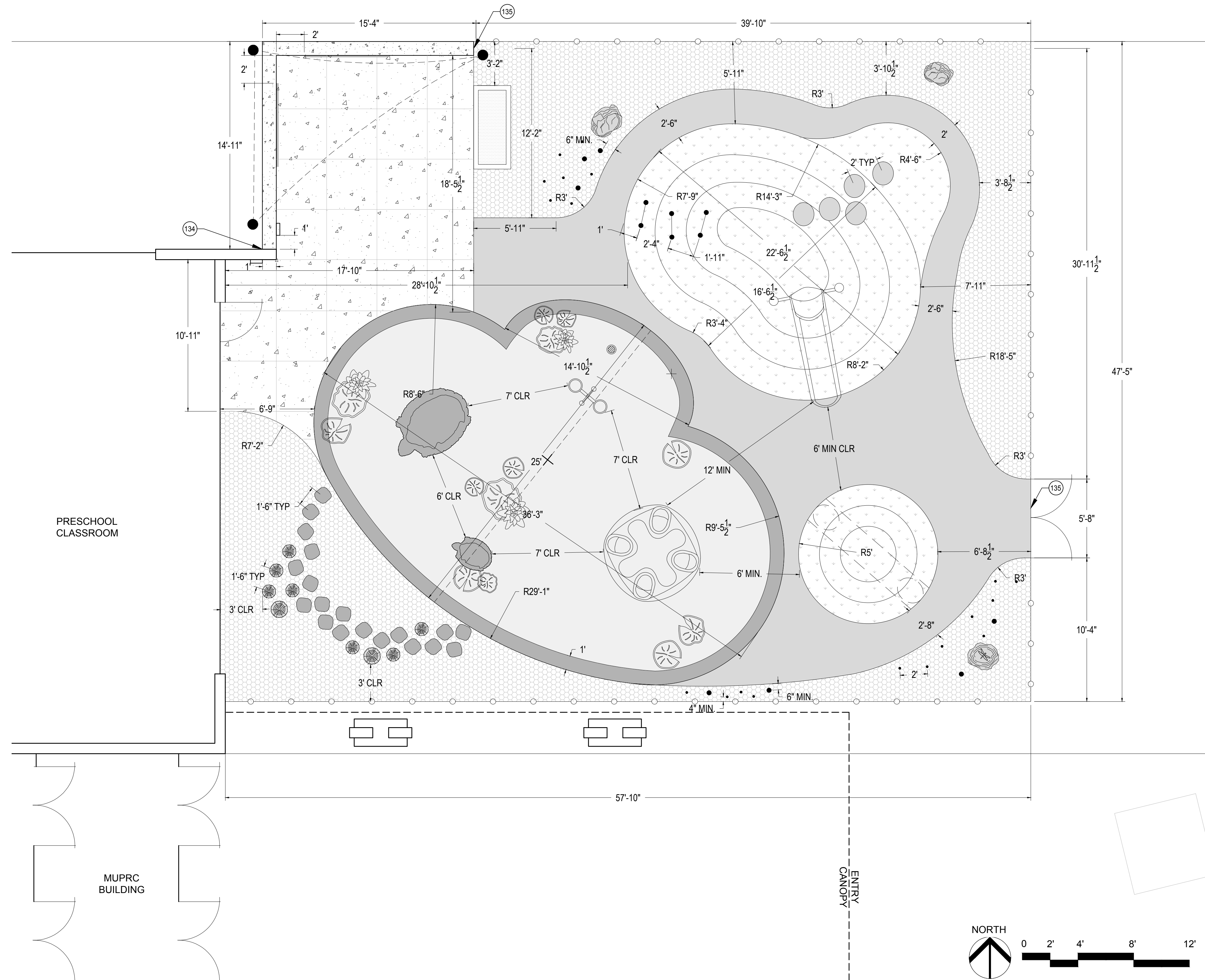
1 MATERIALS PLAN
SCALE: 1" = 4'-0"

KEYNOTES

- 101 SHADE SAIL, RE: 1/L5.1
- 102 BULLETIN BOARD MOUNTED TO WALL, RE: 3/L5.2
- 103 BLOCK WALL, RE: 1/L5.2
- 104 WOOD BENCH, RE: 3/L5.2
- 105 WOOD CHILDREN'S TABLE, BY OWNER
- 106 RAISED GARDEN BED, RE: 3/L5.1
- 107 SYNTHETIC LAWN, RE: 8/L5.1
- 108 TURTLE CLIMBER, RE: 2/L5.3
- 109 SPRING RIDER, RE: 1/L5.4
- 110 LILY PAD PAVING DETAIL, RE: 7/L5.1
- 111 TURTLE CLIMBER, BABY, RE: 2/L5.3
- 112 LOG HOPPERS, RE: 10/L5.1
- 113 STEPPING STONE, RE: 4/L5.1
- 114 GROUP SPINNER, RE: 2/L5.4
- 115 MUSHROOM HOPPERS, RE: 3/L5.4
- 116 RUSH SCULPTURE, RE: 2/L5.2
- 117 MOUND A, RE: 1/L1.3; 2/L1.3
- 118 SLIDE, RE: 4/L5.4
- 119 EQUIPMENT USE ZONE, TYP.
- 120 6' HT FENCE, BY OTHERS
- 121 LOCKABLE GATE, BY OTHERS
- 122 MOUND B, RE: 3/L1.3; 4/L1.4; 1/L5.3
- 123 TUNNEL, RE: 1/L5.3
- 124 BOULDER, RE: 9/L5.1
- 125 CONCRETE PAVING, RE: 5/L5.1
- 126 RUBBERIZED PLAY SURFACING, COLOR 1, SKY BLUE & ROYAL BLUE, RE: 6/L5.1
- 127 RUBBERIZED PLAY SURFACING, COLOR 2, SKY BLUE RE: 6/L5.1
- 128 RUBBERIZED PLAY SURFACING, COLOR 3, EGGSHELL, RE: 6/L5.1
- 129 HOOP CLIMBERS, RE: 3/L5.3
- 130 PLAYGROUND SIGNAGE, RE: SPECIFICATIONS
- 131 ELECTRICAL OUTLET
- 132 AREA DRAIN, RE: 4/L5.3

NOTES

1. THE CONTRACTOR IS RESPONSIBLE FOR FAMILIARIZING THEMSELVES WITH THE CONTRACT DOCUMENTS, VERIFYING FIELD CONDITIONS AND DIMENSIONS, AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED AS SHOWN PRIOR TO PROCEEDING WITH CONSTRUCTION.
2. VERIFY LOCATIONS OF ALL BELOW GRADE UTILITIES PRIOR TO BEGINNING WORK. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL UTILITY LOCATES.
3. EXERCISE CARE IN OPERATIONS TO PROTECT EXISTING BUILDING AND SITE ELEMENTS. EXISTING FEATURES THAT ARE DAMAGED BY THE WORK SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST.
4. STAKE MATERIALS AND LAYOUT FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
5. PLAYGROUND EQUIPMENT SHALL COMPLY WITH ASTM F1487-98
6. USE ZONE FINISH SURFACE OF PLAYGROUND SHALL COMPLY WITH ASTM F1292-99
7. PLAYGROUND SURFACING TO COMPLY WITH ASTM 1951-99. MAXIMUM CRITICAL FALL HEIGHT = 4'-0"
8. THIS PLAY AREA MEETS CBC SECTION 11B-1008



KEYNOTES

- 134 ALIGN WITH EX WALL
135 MATCH ELEVATION

NOTES

2. STAKE LAYOUT FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
3. VERIFY LOCATIONS OF ALL BELOW GRADE UTILITIES PRIOR TO BEGINNING WORK. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL UTILITY LOCATES.
4. THE CONTRACTOR IS RESPONSIBLE FOR FAMILIARIZING THEMSELVES WITH THE CONTRACT DOCUMENTS, VERIFYING FIELD CONDITIONS AND DIMENSIONS, AND CONFIRMING THAT THE WORK MAY BE ACCOMPLISHED AS SHOWN PRIOR TO PROCEEDING WITH CONSTRUCTION.
5. EXERCISE CARE IN OPERATIONS TO PROTECT EXISTING SITE ELEMENTS. EXISTING FEATURES THAT ARE DAMAGED BY THE WORK SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST.
6. STAKE LAYOUT FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
7. ELEVATIONS FOR STUMPS AND HOPPERS ARE FOR AMOUNT ABOVE ADJACENT FINISHED GRADE.



CENTRAL POINT PRESCHOOL PLAY AREA
MULTI-USE PANDEMIC RESPONSE CENTER

CENTRAL POINT PRESCHOOL PLAY
MULTI-USE PANDEMIC RESPONSE CENTER
Peninger Lane and Beebe Road
Central Point, Oregon 97502



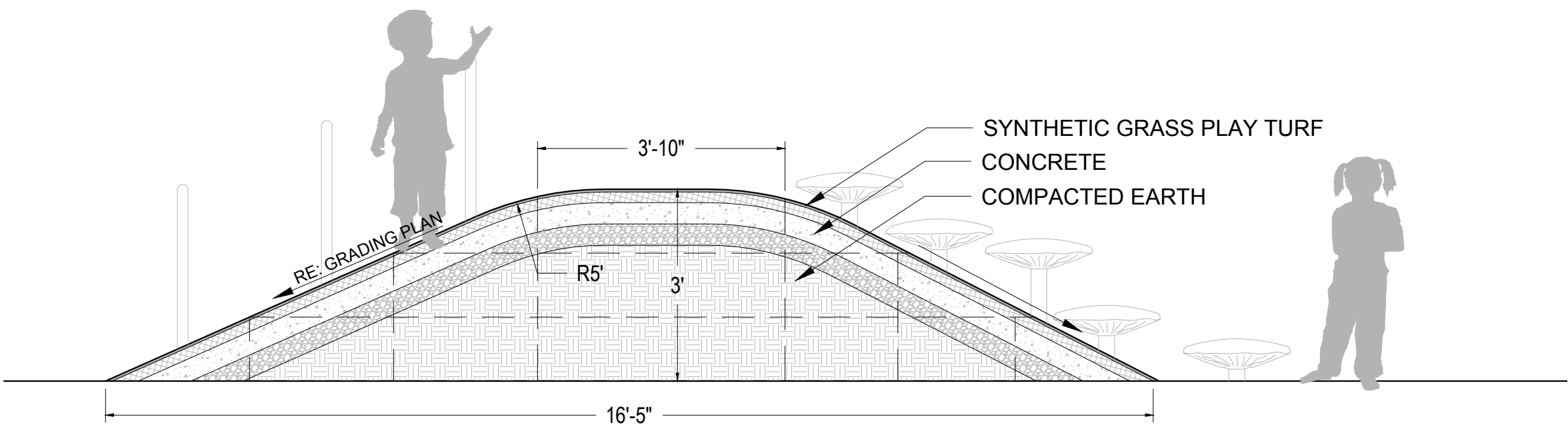
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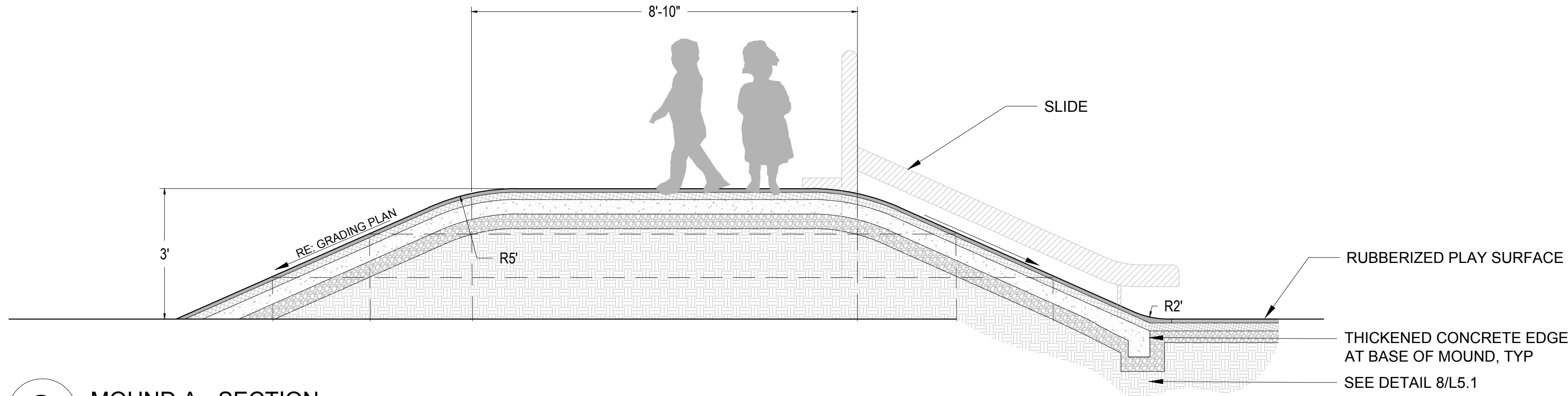
L1.2

LAYOUT PLAN

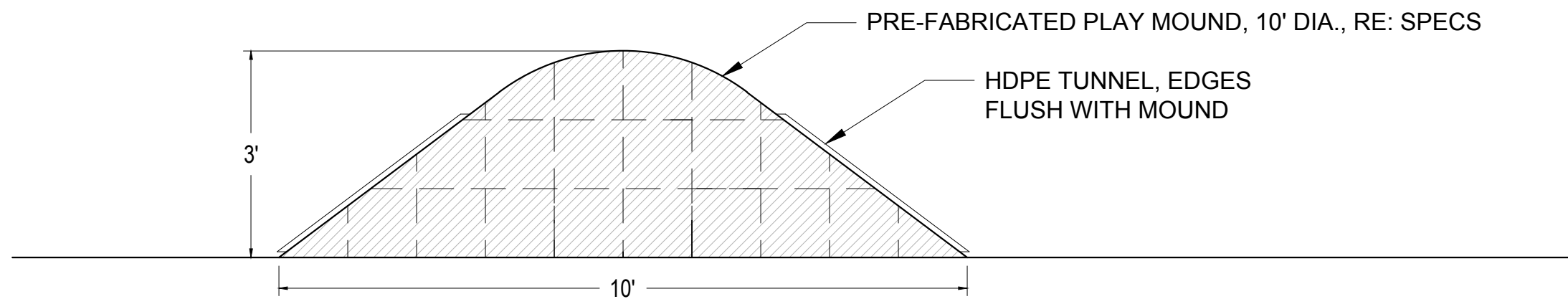
100% CONSTRUCTION
DOCUMENTS



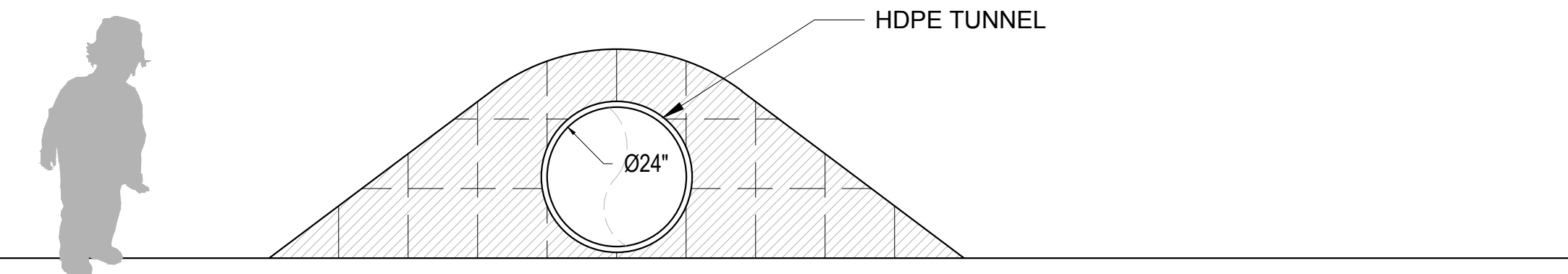
1 MOUND A - SECTION
SCALE: $\frac{1}{2}$ " = 1'



2 MOUND A - SECTION
SCALE: $\frac{1}{2}$ " = 1'



3 MOUND B - SECTION
SCALE: $\frac{1}{2}$ " = 1'



4 MOUND B - SECTION
SCALE: $\frac{1}{2}$ " = 1'

LEGEND

- SYNTHETIC LAWN
- SAFETY FOAM
- CONCRETE
- CRUSHED ROCK
- COMPACTED EARTH
- CONTOUR LINE - 1'

NOTES

1. MOUND SLOPE SHALL NOT EXCEED 100%.
2. INCLINE OF SLIDE CHUTE SHALL BE NO MORE THAN 50°.

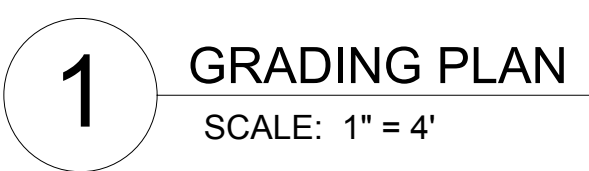
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MAY 1, 2025

L1.3

BERM
SECTIONS

100% CONSTRUCTION
DOCUMENTS



- 203 NEW SURFACES TO BE FLUSH
204 PLACE STEPPERS AT ELEVATION INDICATED ABOVE FINISHED GRADE
205 MATCH ELEVATION
206 CONNECT TO EX STORM DRAIN

1. VERIFY LOCATIONS OF ALL BELOW GRADE UTILITIES PRIOR TO BEGINNING WORK. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL UTILITY LOCATES.
2. CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE AWAY FROM ALL BUILDINGS FOR ALL NATURAL AND PAVED AREAS.
3. ALL UNFINISHED AREAS, WITH A SLOPE OF 3:1 OR STEEPER, DISTURBED BY GRADING SHALL RECEIVE STABILIZATION FABRIC, OR SIMILAR STABILIZATION METHOD.
4. STRIP TOP 6" OF TOPSOIL AND VEGETATION FROM PROPOSED PAVING AND SIDEWALK AREAS. STRIPPED TOPSOIL MAY BE STOCKPILED AND USED FOR FILL, PROVIDED IT IS FREE OF ROCKS AND TRASH.
5. ALL PAVED AREAS SHALL HAVE A MINIMUM SLOPE OF 1/4" PER FOOT.
6. EXPANSION JOINTS ARE TO BE PLACED WHERE NEW CONCRETE MEETS BUILDING FOUNDATION OR WALLS.
7. ALL REQUIRED SELECT FILL TO BE PLACED IN 6" LIFTS WITH COMPACTION TO 95% PROCTOR.
8. CONTRACTOR TO PROVIDE AND MAINTAIN EROSION AND SEDIMENT CONTROL THROUGHOUT THE DURATION OF THE CONSTRUCTION PER LOCAL REGULATIONS.

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L2.1

GRADING PLAN

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DOCUMENTS



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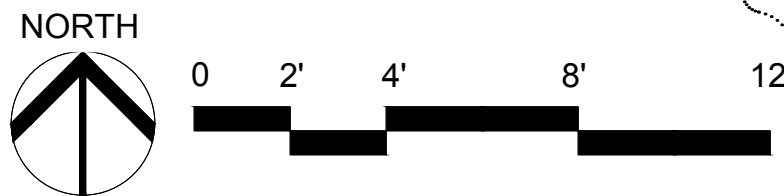
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L3.1

PLANTING PLAN

100% CONSTRUCTION DOCUMENTS



EXISTING TREE TO REMAIN

TREE

SHRUB

PERENNIAL

FERN / RUSH

BULBS (PLANT IN GROUPS OF 3)

VINE

1. PLACE PLANTS FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO PLANTING.
2. PROVIDE 12" DEPTH IMPORTED, AMENDED TOPSOIL TO ALL PLANTED AREAS, RE: SPECIFICATIONS.
3. ALL PLANTED AREAS TO RECEIVE 3" DEPTH MULCH, RE: SPECS.
4. ALL PLANT MATERIAL SHALL BE FREE OF ANY DEFECTS, OF NORMAL HEALTH, HEIGHT, LEAF DENSITY, AND SPREAD APPROPRIATE TO THE SPECIES. ALL TREES SHALL BE BALL AND BURLAP OR EQUIVALENT.
5. EXAMINE SITE FOR CONDITIONS THAT WILL ADVERSELY EFFECT EXECUTION, PERFORMANCE, QUALITY OF WORK, AND SURVIVAL OF PLANT MATERIAL.
6. PROTECT UTILITY LINES, BUILDING, AND SITE IMPROVEMENTS DURING PLANTING OPERATIONS.
7. ADJUST PLANT LAYOUT TO ACCOMMODATE RUSH SCULPTURE

TREES

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY
BU	Betula utilis 'Snow Queen'	Snow Queen Birch	1 1/2" caliper	4

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY
BR	Berberis repens	Creeping Oregon Grape	2 gallon	14
SB	Spirea betulifolia 'Tor'	Birchleaf Spirea	3 gallon	10

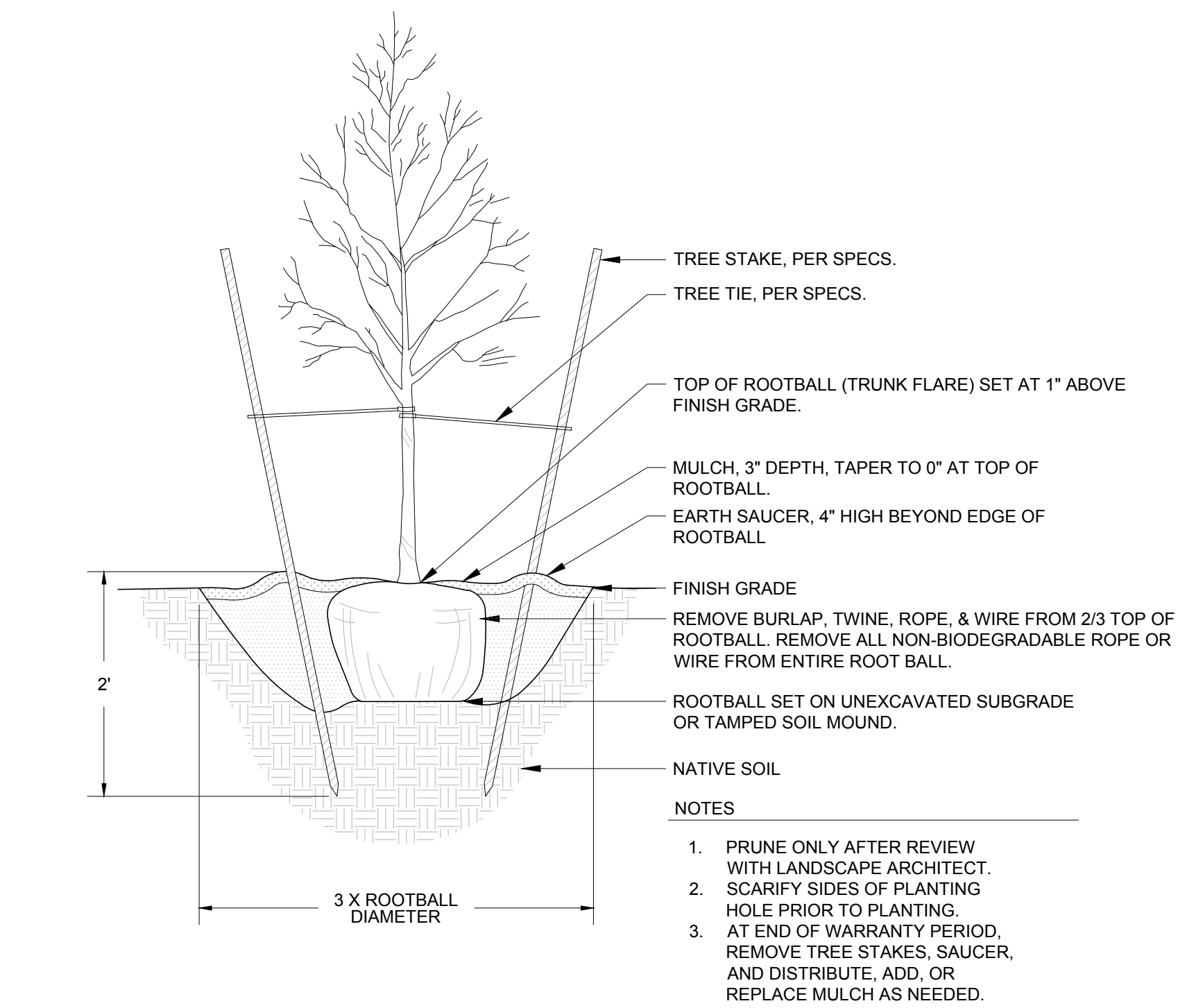
KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY
AP	Adiantum pedatum	Maidenhair Fern	1 gallon	6
AG	Agastache	Kudos Mandarin Hyssop	1 gallon	11
AC	Asarum caudatum	Wild Ginger	1 gallon	31
BL	Blechnum spicant	Deer Fern	1 gallon	6
EG	Echinacea purpurea	'Sangrita' Coneflower	1 gallon	5
ES	Echinacea purpurea	'Saffron' Coneflower	1 gallon	5
ET	Echinacea purpurea	'Tiger' Coneflower	1 gallon	5
HS	Huechera	Coral Bells 'Green Spice'	1 gallon	11
JW	Juncus patens 'Elk Blue'	'Elk Blue' California Gray Rush	1 gallon	19
TP	Thymus pseudolanuginosus	Woolly Thyme	4" pot	28

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY
LC	Lonicera ciliosa	Western Trumpet Honeysuckle	1 gallon	4

KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY
TU	Tulipa 'Orange Emperor'	Orange Emperor Fosteriana Tulip	bulb	45

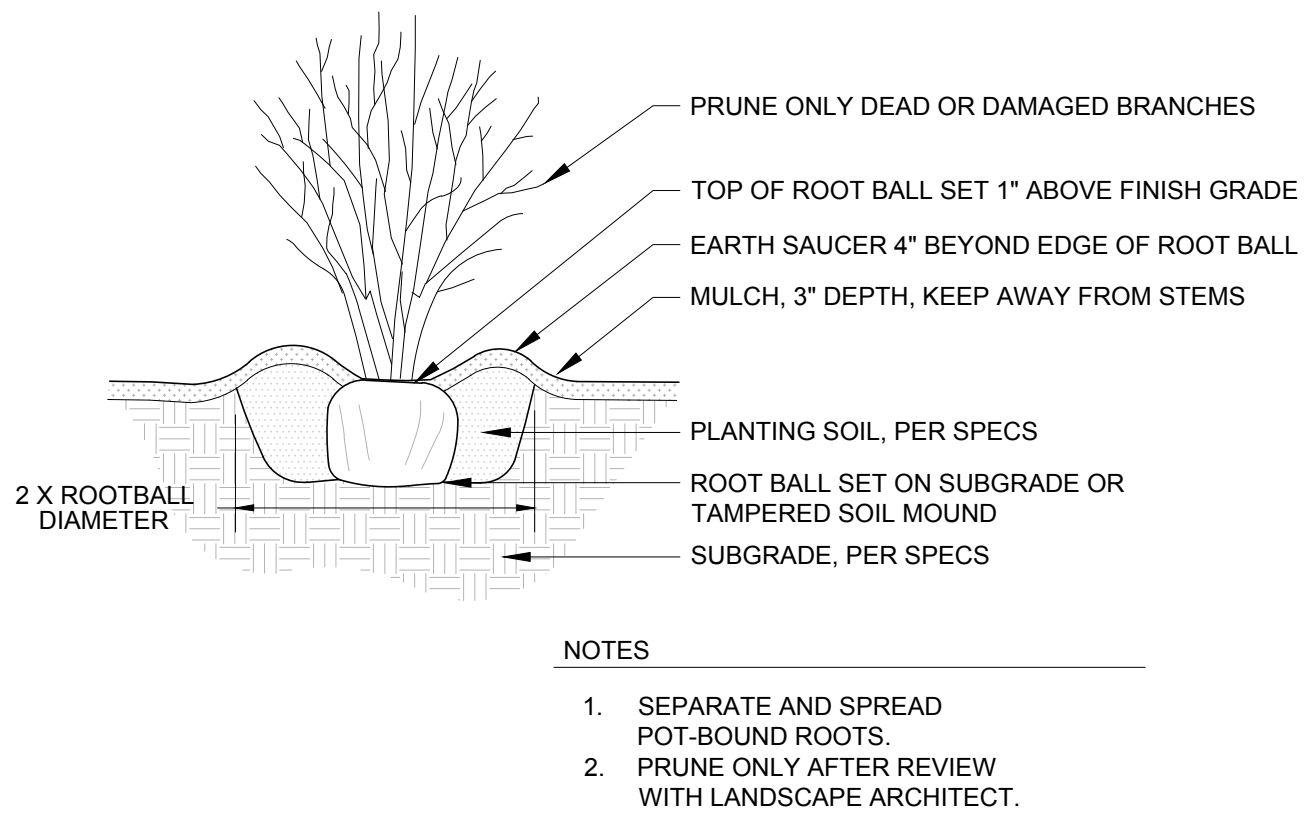
1 PLANTING PLAN

SCALE: 1" = 4'



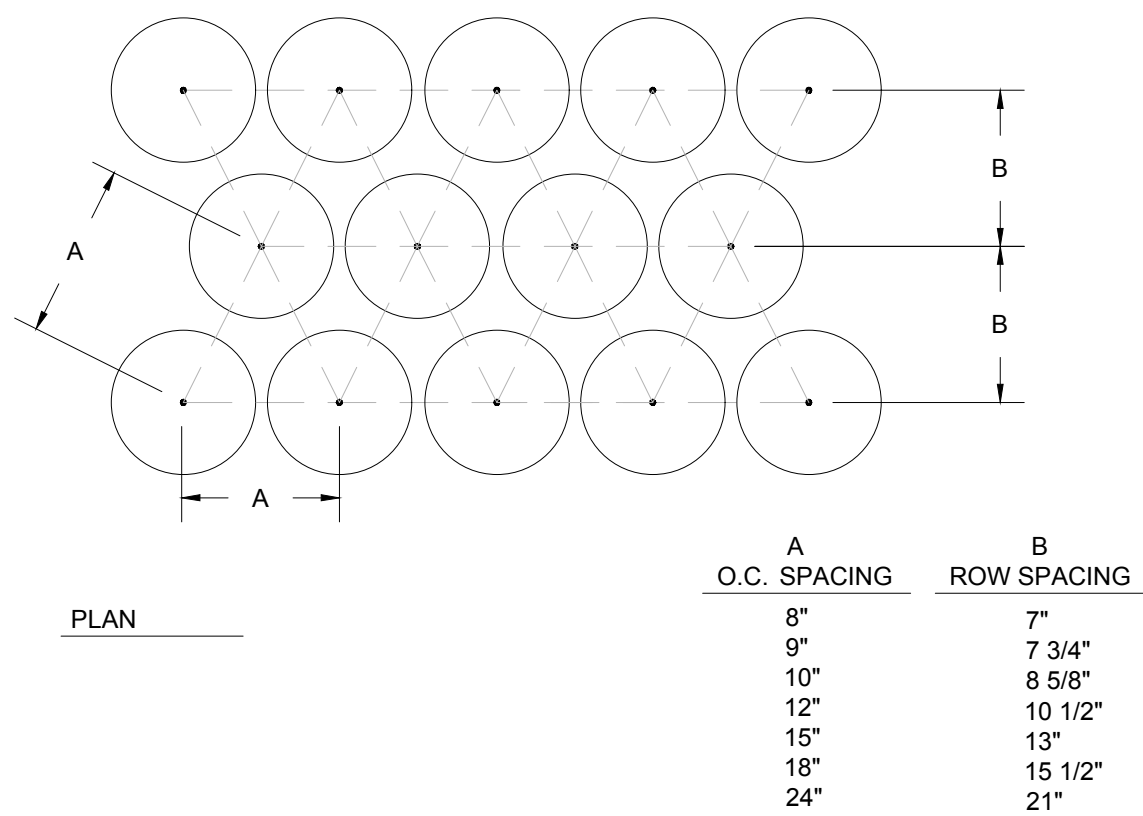
1 TREE PLANTING

SCALE: 3/4" = 1'-0"



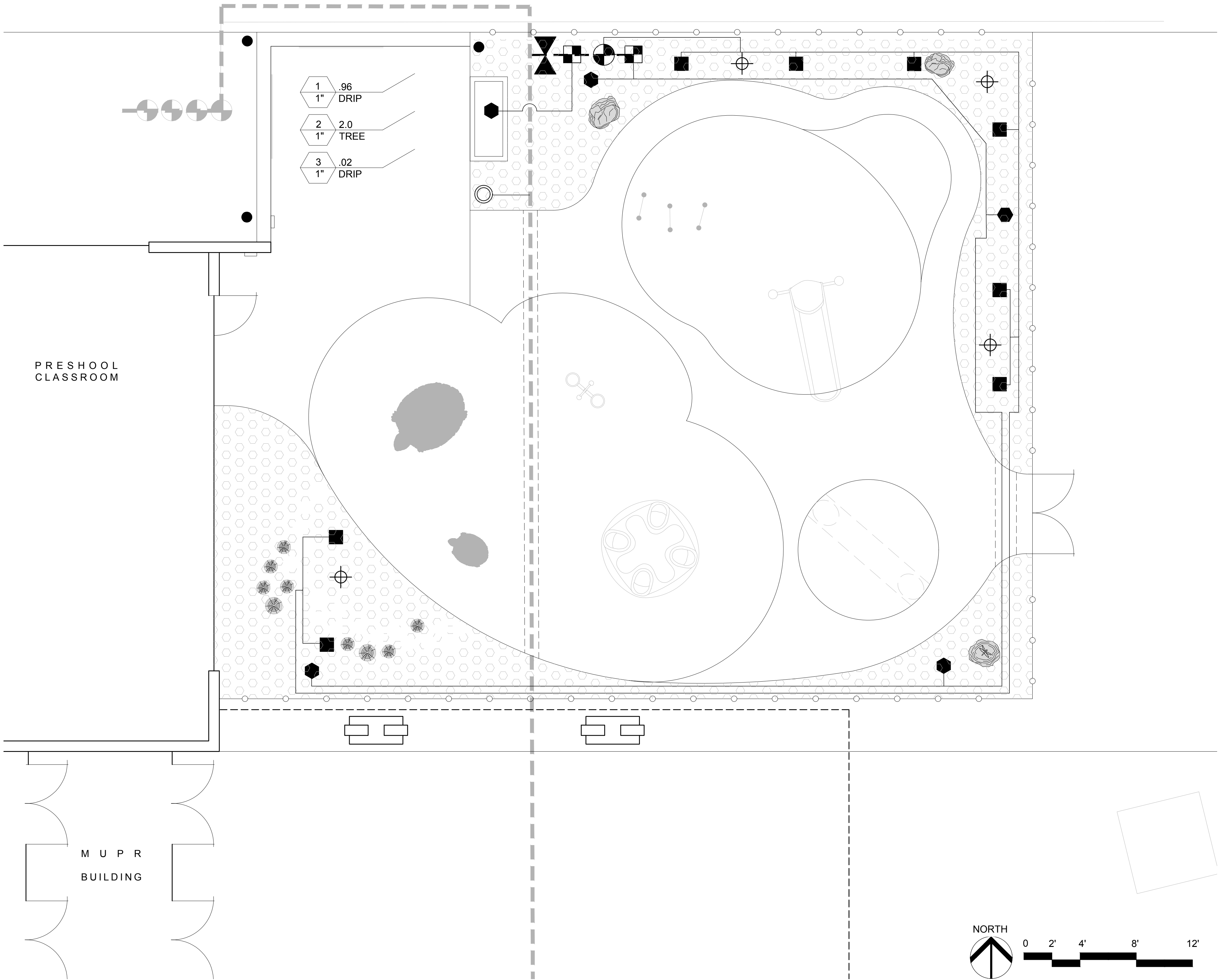
2 SHRUB PLANTING

SCALE: 3/4" = 1'-0"



3 PLANT SPACING

SCALE: NTS



LEGEND

- CONTROL VALVE, EXISTING
- CONTROL VALVE: HUNTER ICV-101G
- DRIP CONTROL KIT: HUNTER ICZ-101
- ISOLATION GATE VALVE
- QUICK COUPLING VALVE, HUNTER 44RC
- CIRCUIT ENTRY FOR DRIP IRRIGATION
- EXISTING 2" MAIN LINE
- MAIN LINE: SCH 40 PVC (1")
- EX LATERAL LINE
- LATERAL LINE: SCH 40 PVC
- SLEEVE: SCH 40, MIN. SIZE 2x DIA. OF PASSING PIPE
- TREE DEEP WATERER: HUNTER RZWS-18-CV
- AREA OF DRIP IRRIGATION, HUNTER-HDL-CV-06-12
- TREE TRUNK
- ZONE ID
- GPM APPLICATION
- VALVE SIZE

NOTES

- IRRIGATION PLANS ARE SCHEMATIC. ASSUMPTIONS WERE MADE WITH REGARD TO EXISTING IRRIGATION CONFIGURATION. CONTRACTOR SHALL INSPECT AND VERIFY SITE CONDITIONS PRIOR TO CONSTRUCTION.
- INSTALL IRRIGATION SYSTEM TO COMPLY WITH CODES AND ORDINANCES OF ALL JURISDICTIONAL AGENCIES.
- IRRIGATION CONTROLLER IS LOCATED WITHIN THE MECHANICAL ROOM.
- PLACE IRRIGATION LINES IN COMMON TRENCH WHEREVER POSSIBLE.
- FIELD ADJUST IRRIGATION ELEMENTS TO MEET INTENT OF DESIGN AND TO AVOID CONFLICT WITH UTILITIES.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL SUFFICIENTLY SIZED SLEEVES AT A SUFFICIENT BURY DEPTH BENEATH ALL HARDSCAPE SURFACES.

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MAY 1, 2025

L4.1
IRRIGATION PLAN

1 IRRIGATION PLAN
SCALE: 1" = 4'

LEGEND

- 1

HUNTER REMOTE CONTROL VALVE (ICZ) WITH FILTER REGULATOR
- 2

IRRIGATION VALVE BOX: HEAT STAMP LID WITH 'RCV' IN 2" LETTERS
- 3

WATERPROOF CONNECTORS (2)
- 4

18"-24" COILED WIRE TO CONTROLLER
- 5

FINISH GRADE AT ADJACENT SURFACE (TURF OR MULCH)
- 6

SCH. 80 CLOSE NIPPLE, MATCH SIZE TO VALVE
- 7

ISOLATION VALVE, SIZE AND TYPE PER PLAN
- 8

PVC SLIP X MPT ADAPTOR
- 9

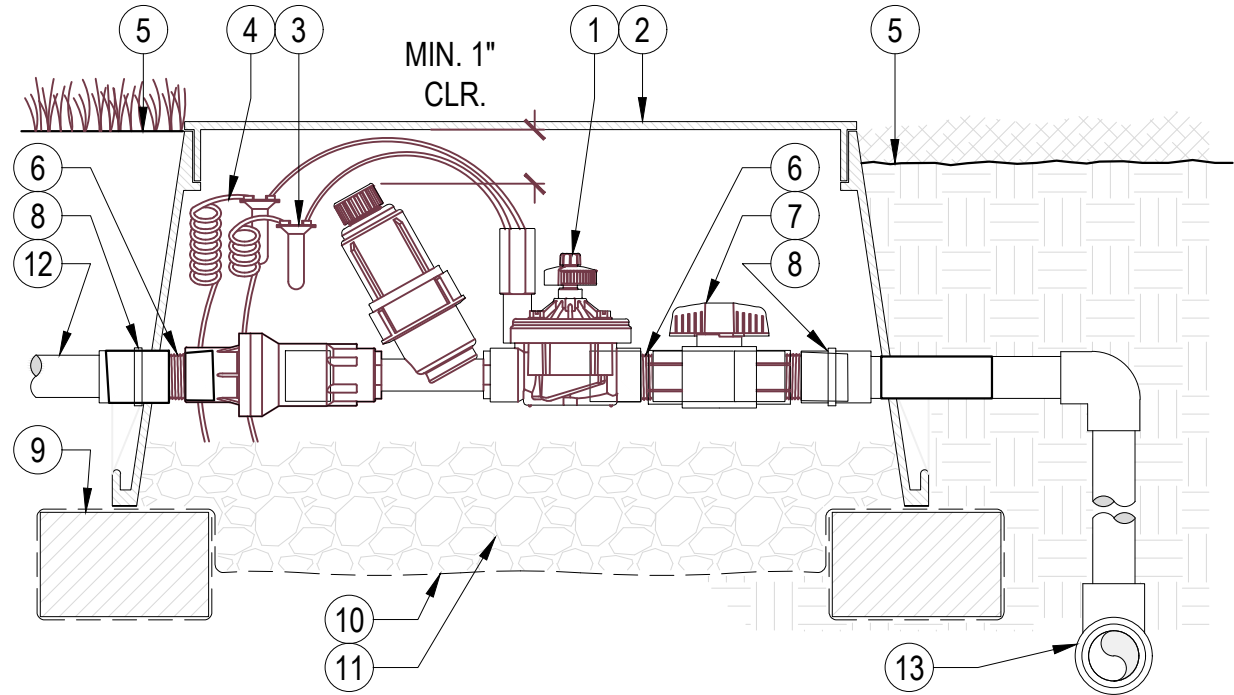
BRICK SUPPORTS (4)
- 10

FILTER FABRIC - WRAP TWICE AROUND BRICK SUPPORTS
- 11

3/4" WASHED GRAVEL - 4" MIN. DEPTH
- 12

IRRIGATION LATERAL
- 13

MAINLINE LATERAL AND FITTINGS



1 ICZ VALVE ASSEMBLY
NTS

LEGEND

- 1

HUNTER REMOTE CONTROL VALVE (ICV) WITH FLOW CONTROL
- 2

IRRIGATION VALVE BOX, PER SPEC
- 3

WATERPROOF CONNECTORS (2)
- 4

18"-24" COILED WIRE TO CONTROLLER
- 5

FINISH GRADE AT ADJACENT SURFACE (TURF OR MULCH)
- 6

SCH. 80 CLOSE NIPPLE, MATCH SIZE TO VALVE
- 7

ISOLATION VALVE, SIZE AND TYPE PER PLAN
- 8

PVC SLIP X FPT ADAPTOR
- 9

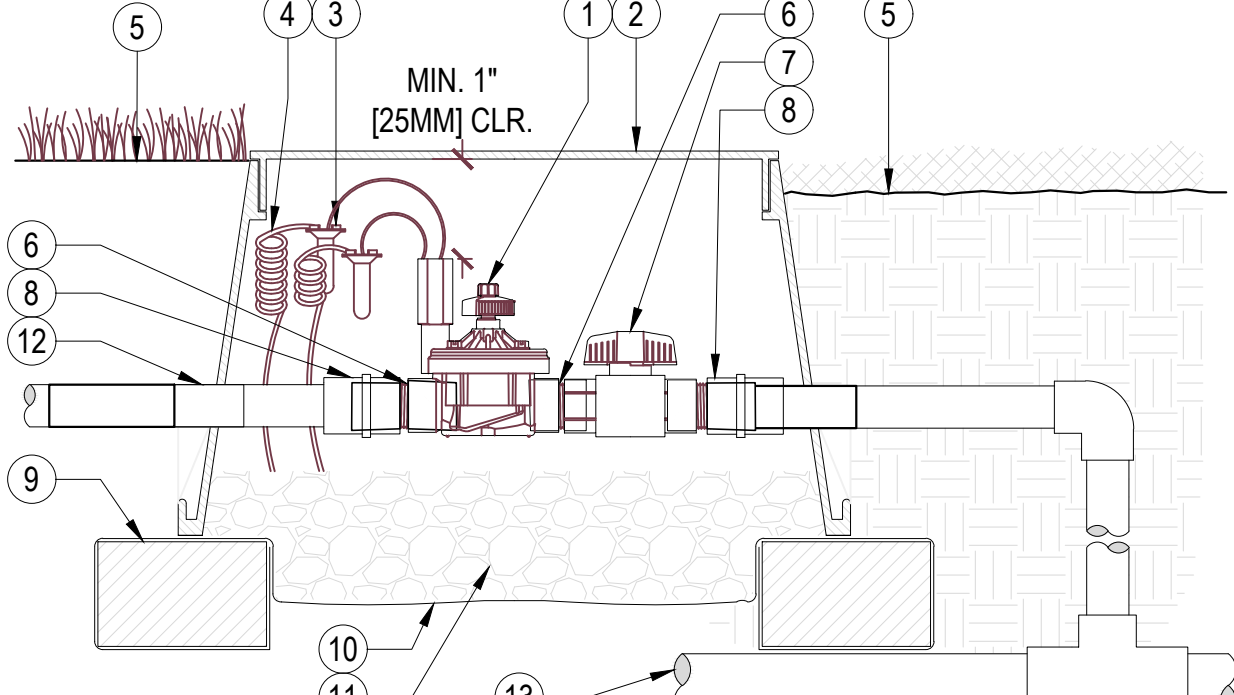
BRICK SUPPORTS (4)
- 10

FILTER FABRIC - WRAP TWICE AROUND BRICK SUPPORTS
- 11

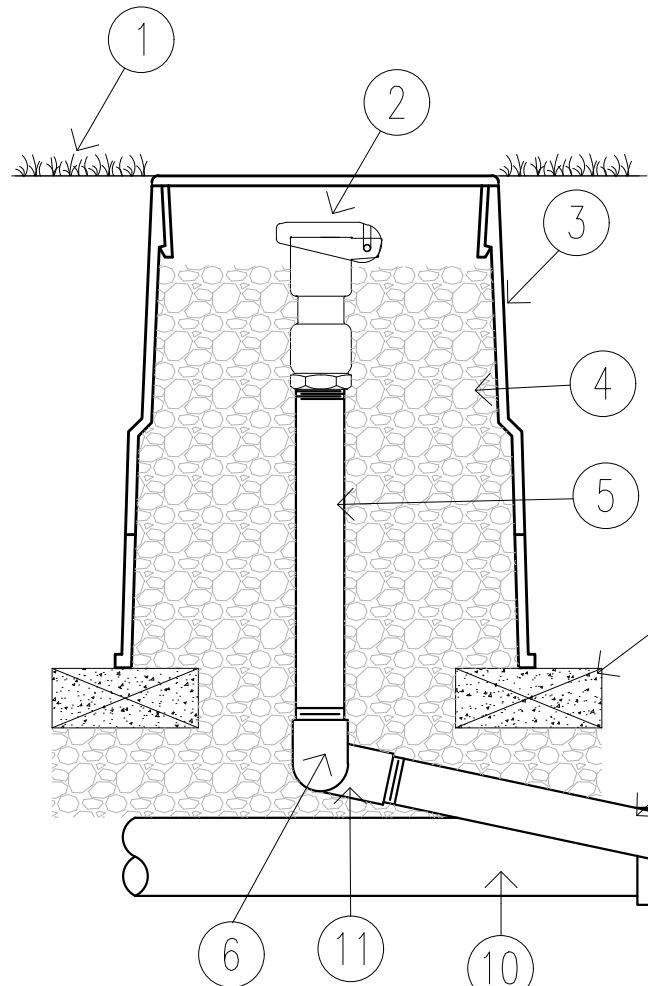
3/4" WASHED GRAVEL - 4" MIN. DEPTH
- 12

IRRIGATION LATERAL
- 13

MAINLINE AND FITTINGS

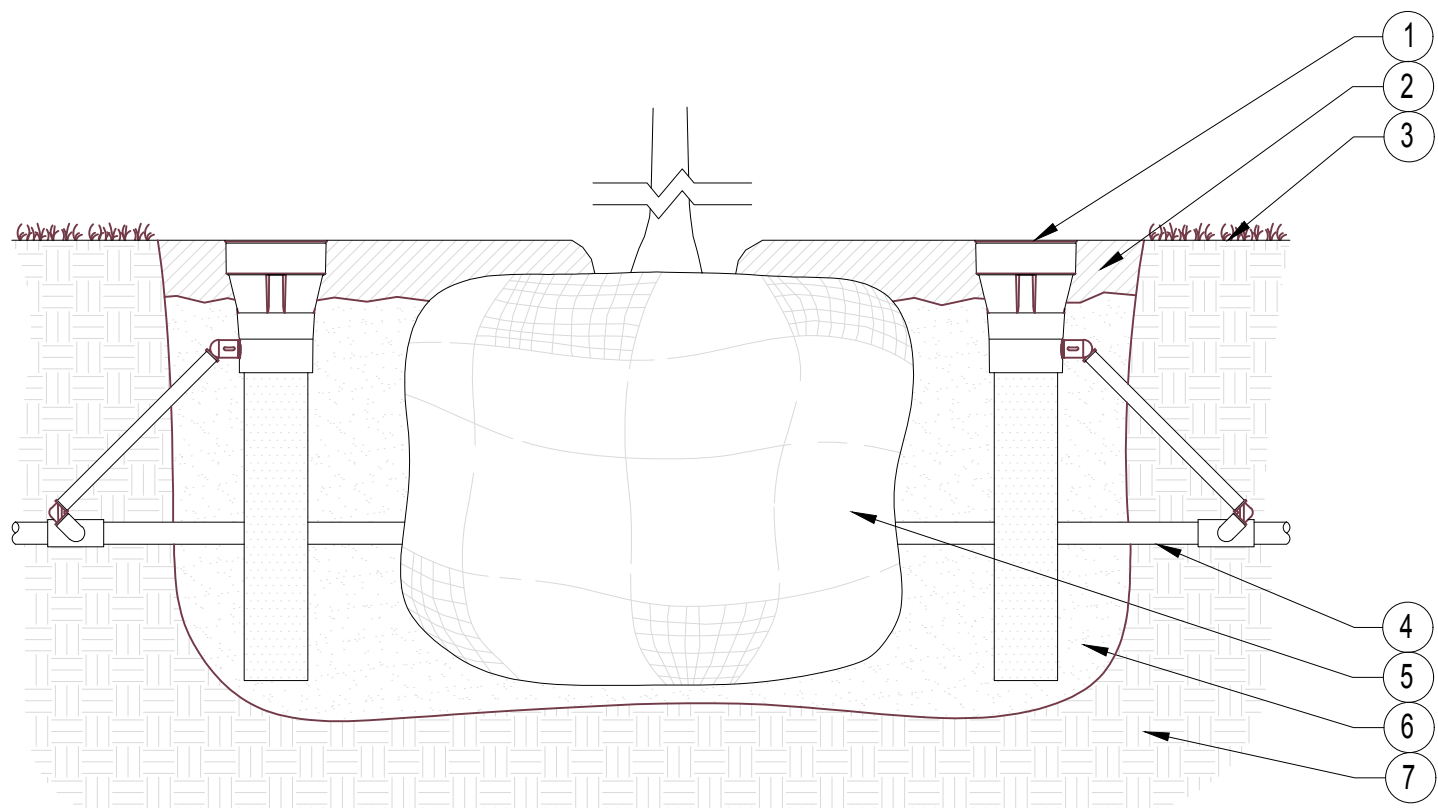


2 ICV VALVE ASSEMBLY
NTS



NOTE:
1. FURNISH FITTINGS AND PIPING NOMINALLY SIZED IDENTICAL TO NOMINAL QUICK COUPLING VALVE INLET SIZE.

3 QUICK COUPLING VALVE
NTS



4 ROOT ZONE WATERING
NTS

LEGEND

- 1

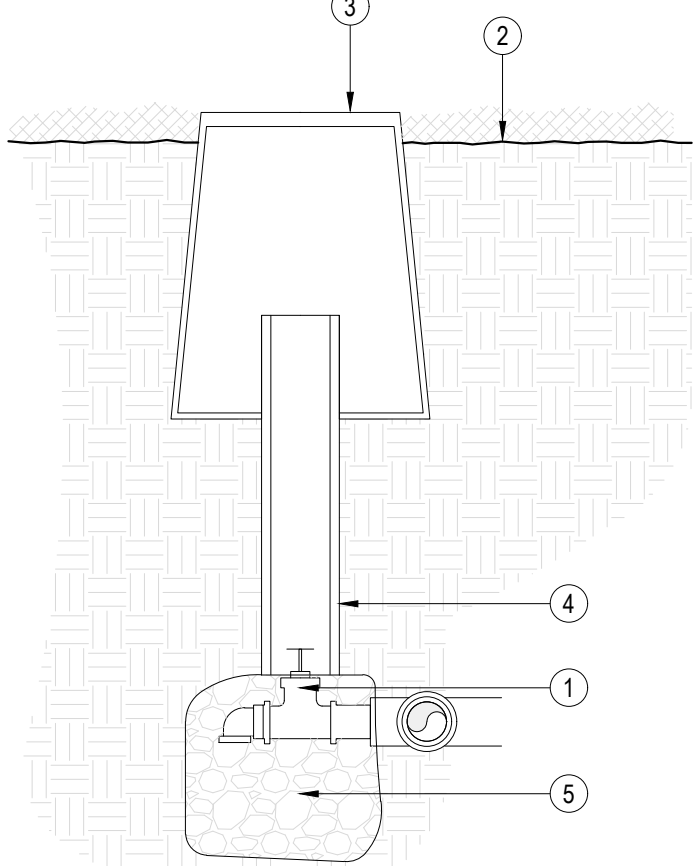
MANUAL DRAIN VALVE
- 2

FINISH GRADE, MULCH OR TURF
- 3

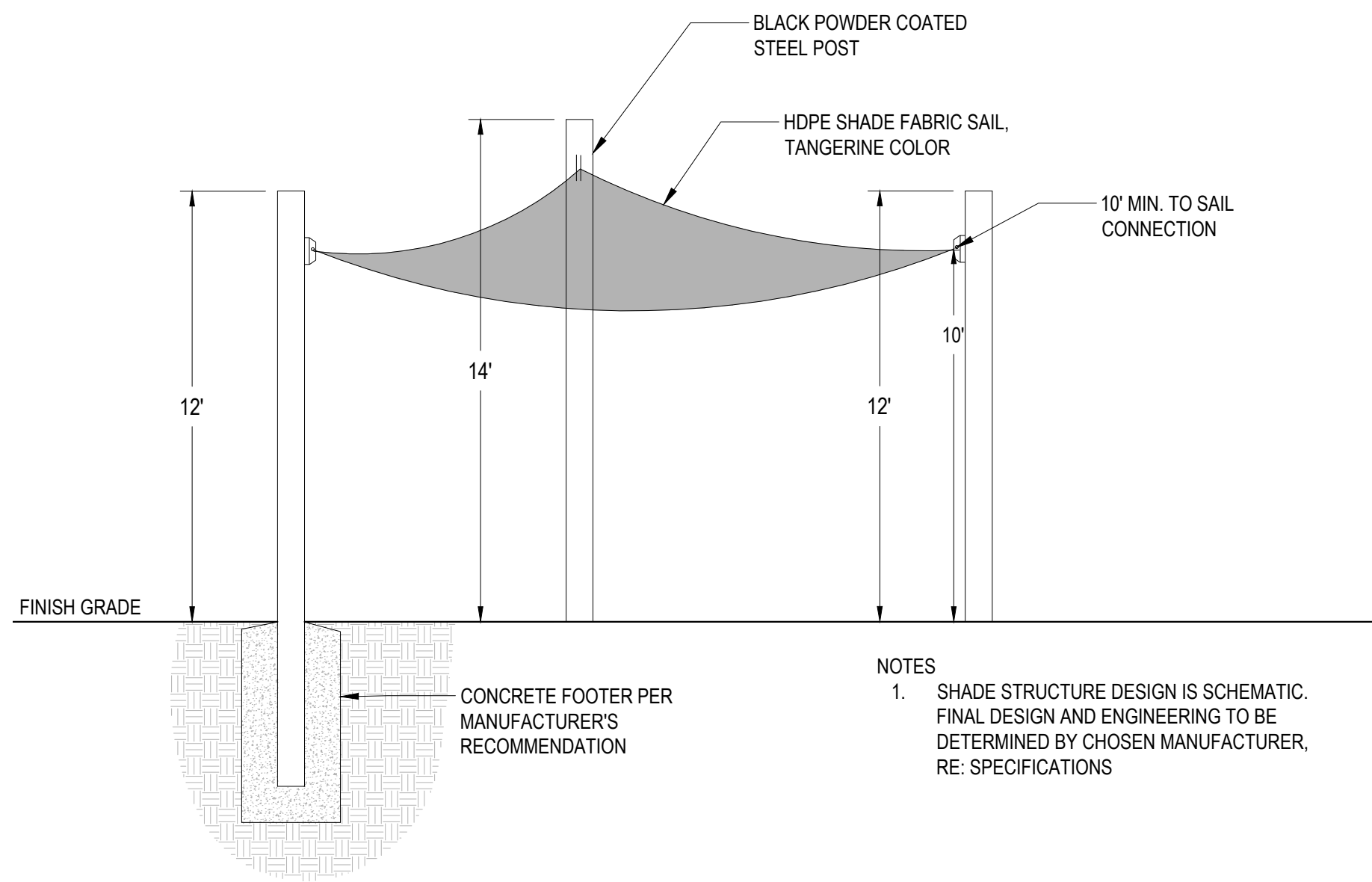
VALVE BOX, PER SPEC
- 4

4" SLEEVE
- 5

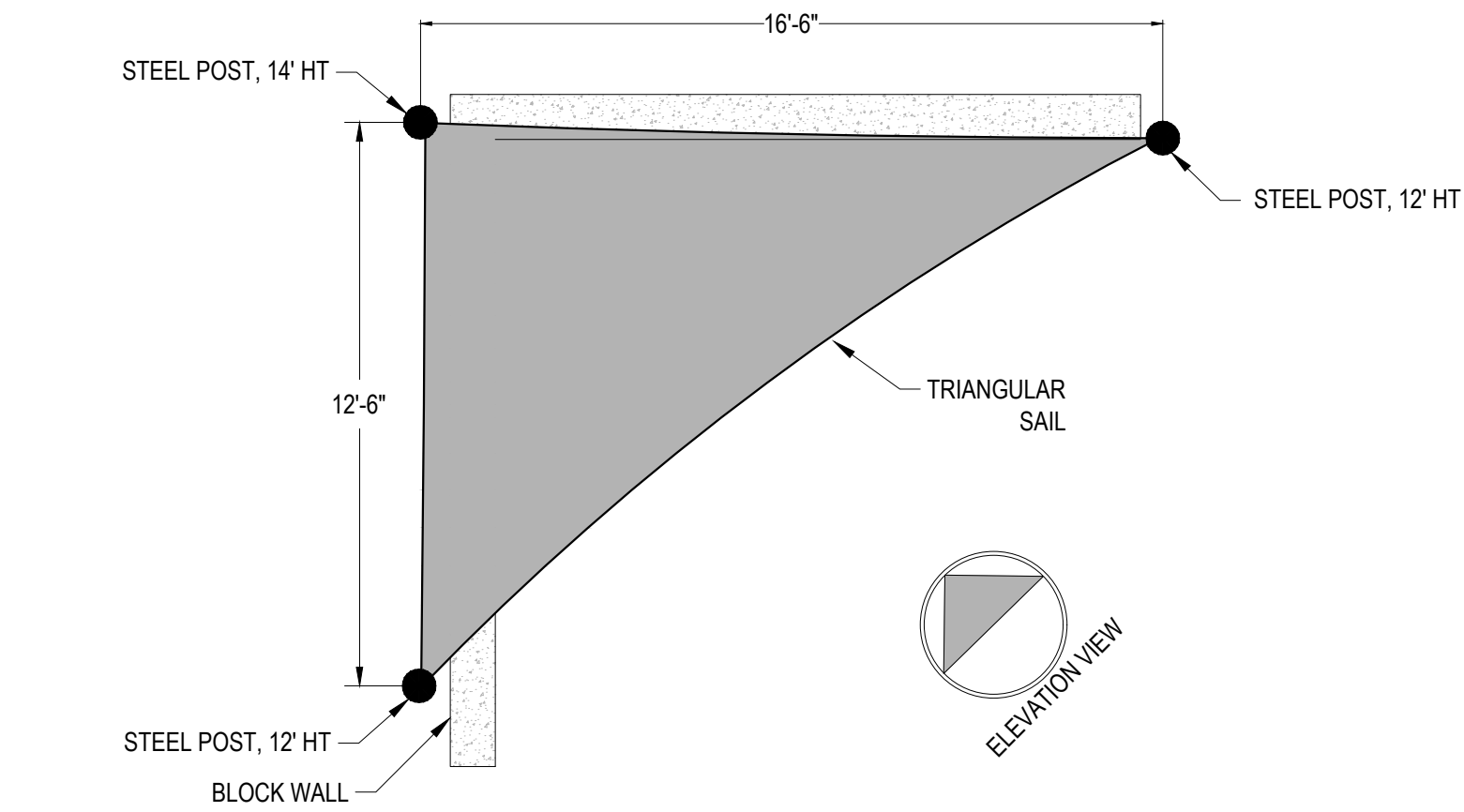
1 CU FT DRAIN ROCK



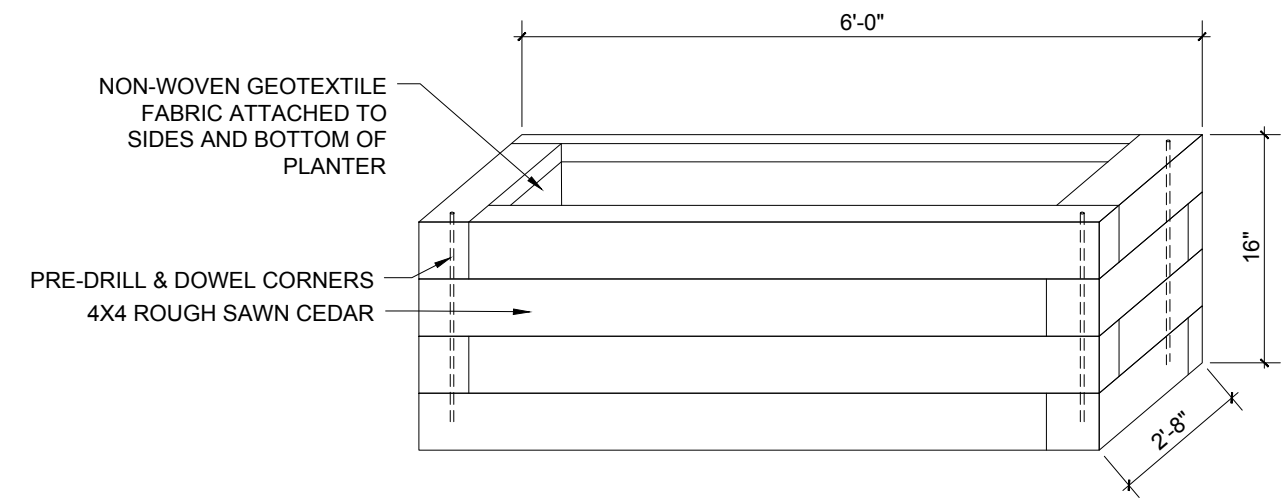
5 MANUAL DRAIN VALVE
NTS



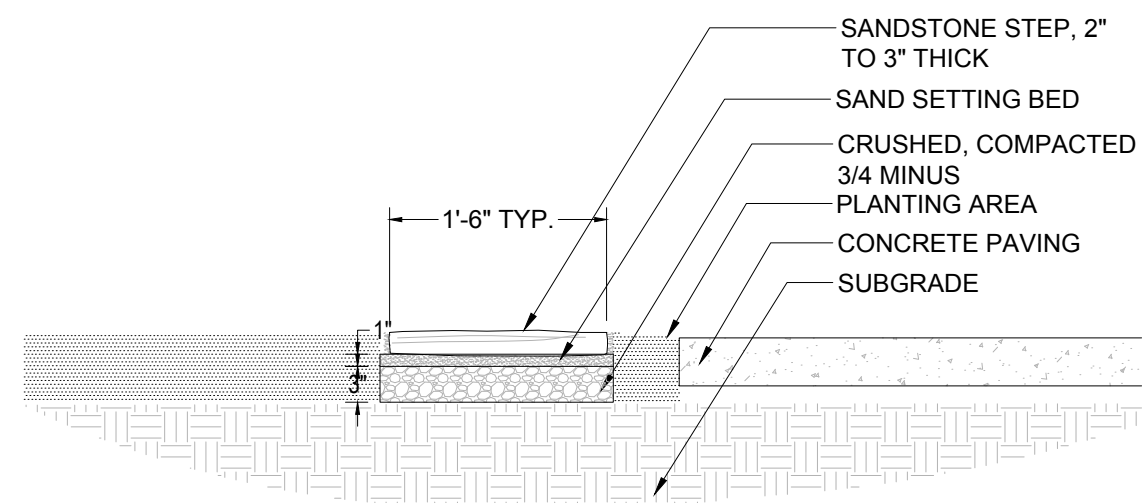
1 SHADE SAIL - SECTION
SCALE: 1/4" = 1'-0"



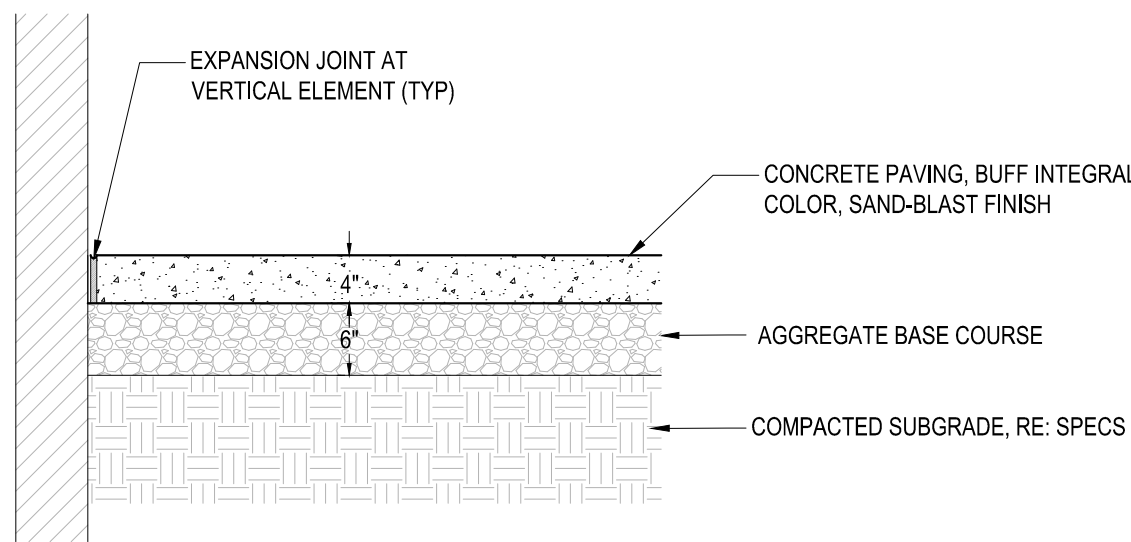
2 SHADE SAIL - PLAN
SCALE: 1/4" = 1'-0"



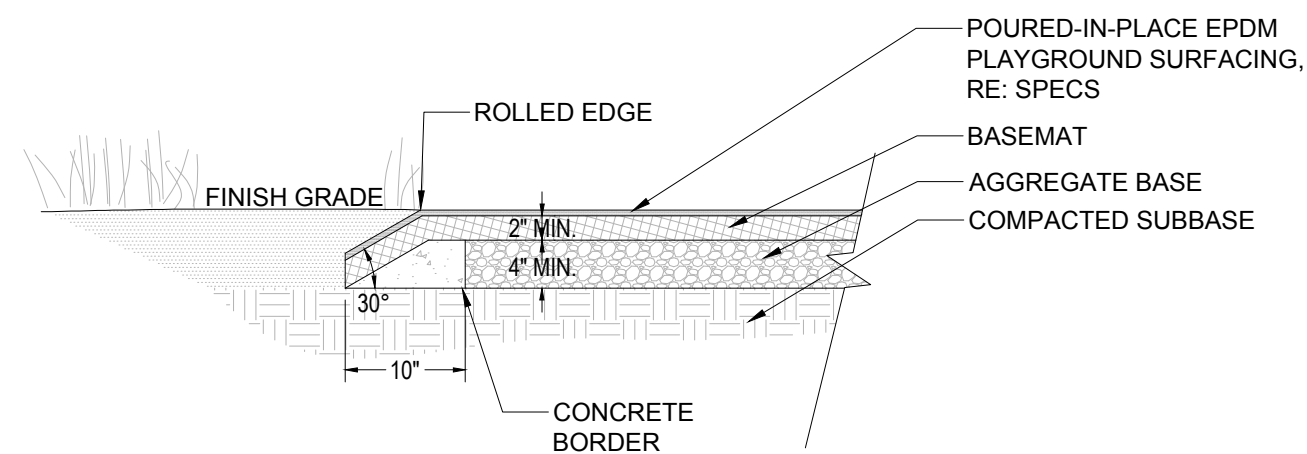
3 RAISED GARDEN BED - DETAIL
SCALE: N/A



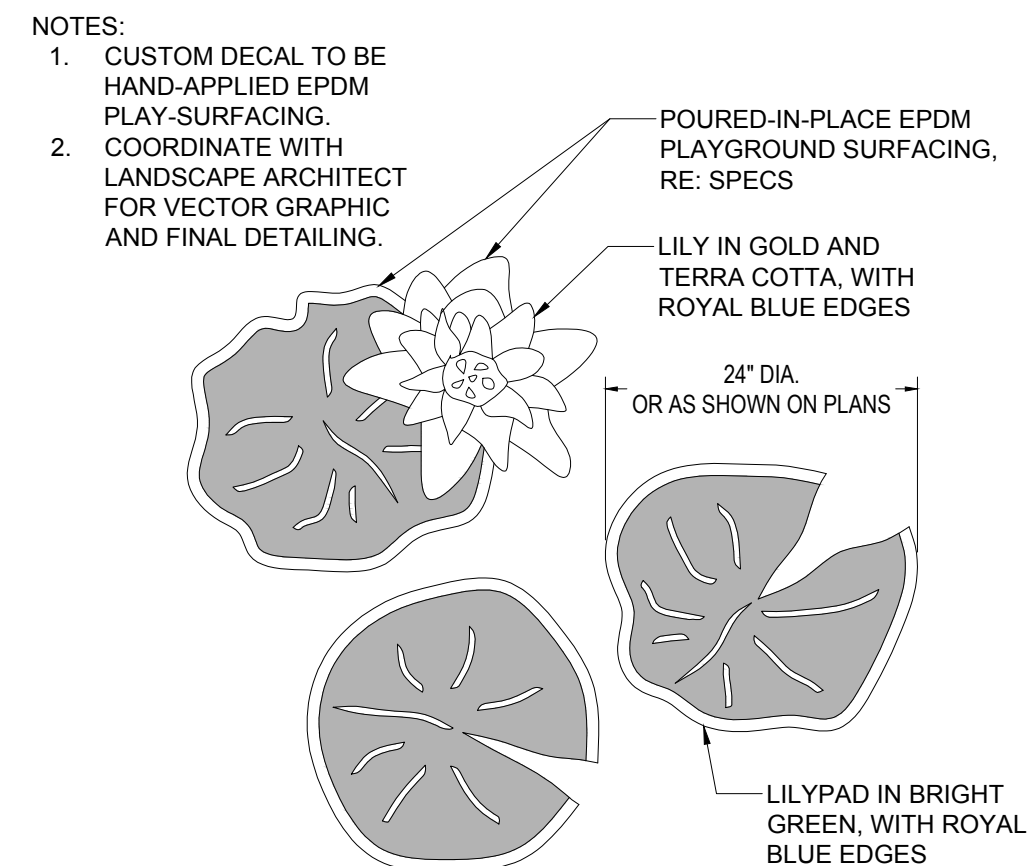
4 STEPPING STONE
SCALE: 3/4" = 1'-0"



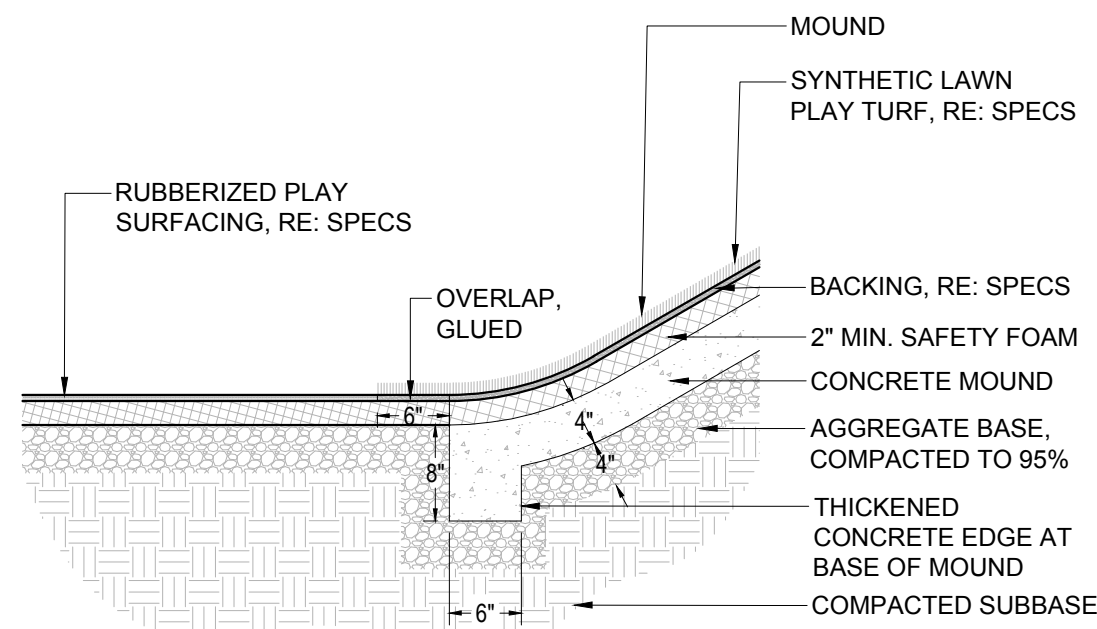
5 CONCRETE PAVING
SCALE: 3/4" = 1'-0"



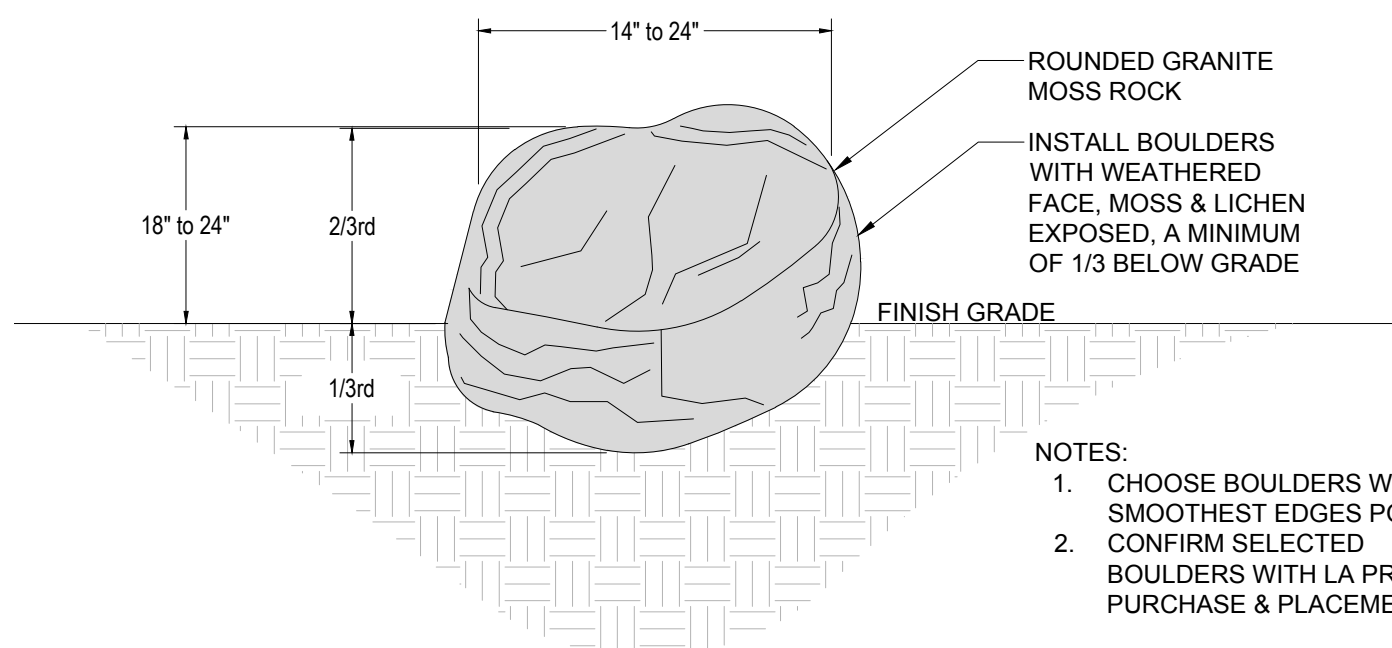
6 PLAY SURFACING
SCALE: 3/4" = 1'-0"



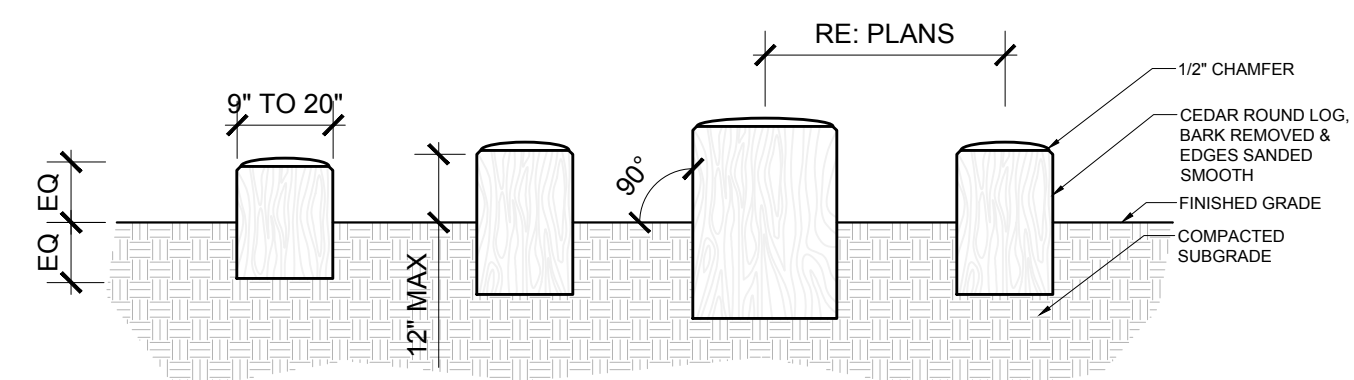
7 PLAY SURFACE LILY DETAIL
SCALE: 3/4" = 1'-0"



8 SYNTHETIC LAWN AT PLAY SURFACE EDGE
SCALE: 3/4" = 1'-0"



9 BOULDER PLACEMENT
SCALE: 3/4" = 1'-0"



10 LOG HOPPERS
SCALE: 1/2" = 1'-0"



CENTRAL POINT PRESCHOOL PLAY AREA



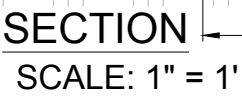
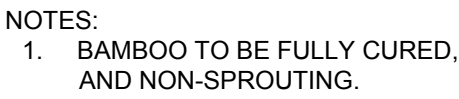
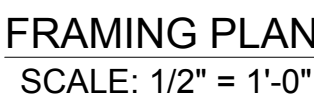
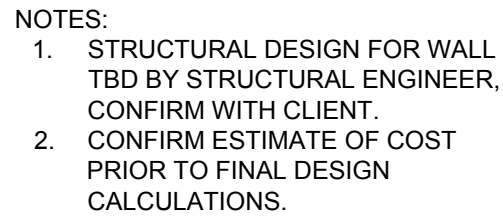
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MAY 1, 2025

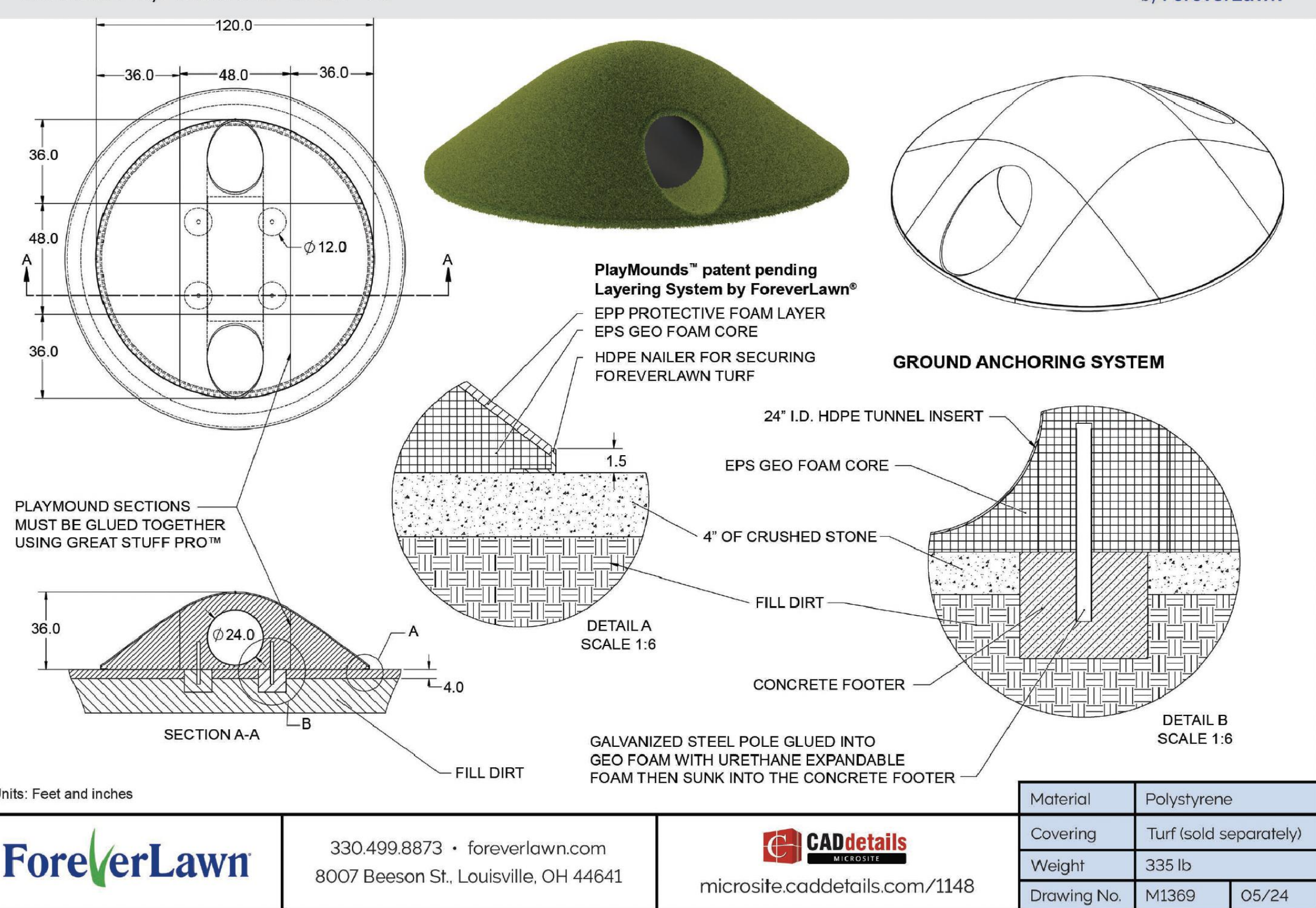
L5.2

DETAILS

100% CONSTRUCTION DOCUMENTS



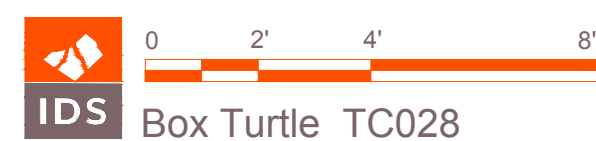
Standard PlayMound with Tunnel – 10'



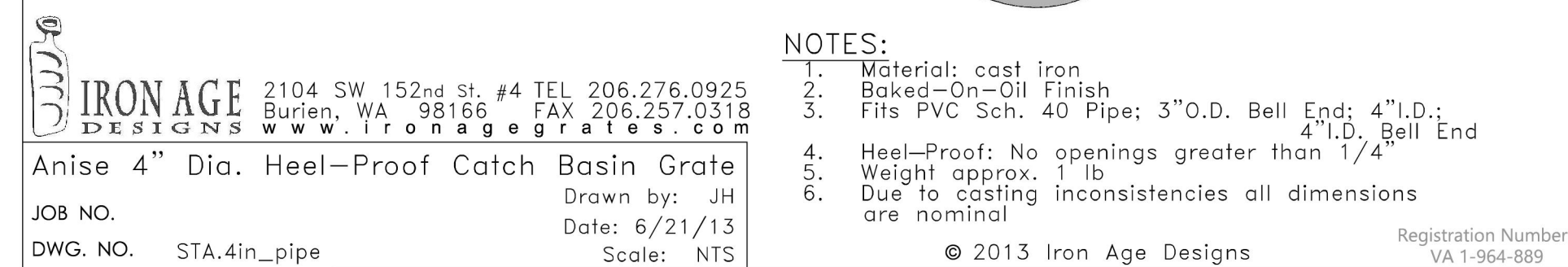
1 MOUND I
SCALE: NTS



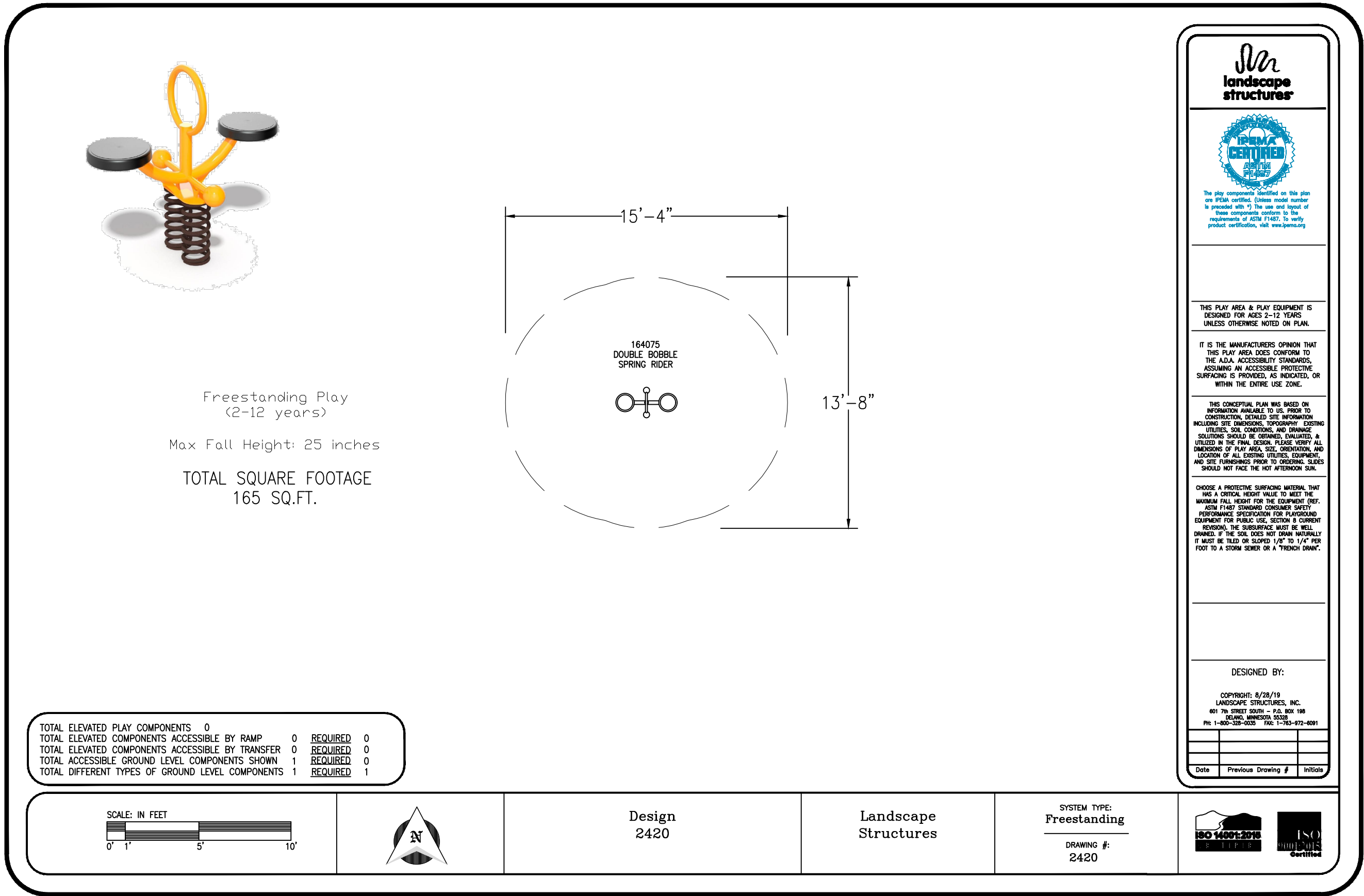
3 HOOP CL
SCALE: NTS



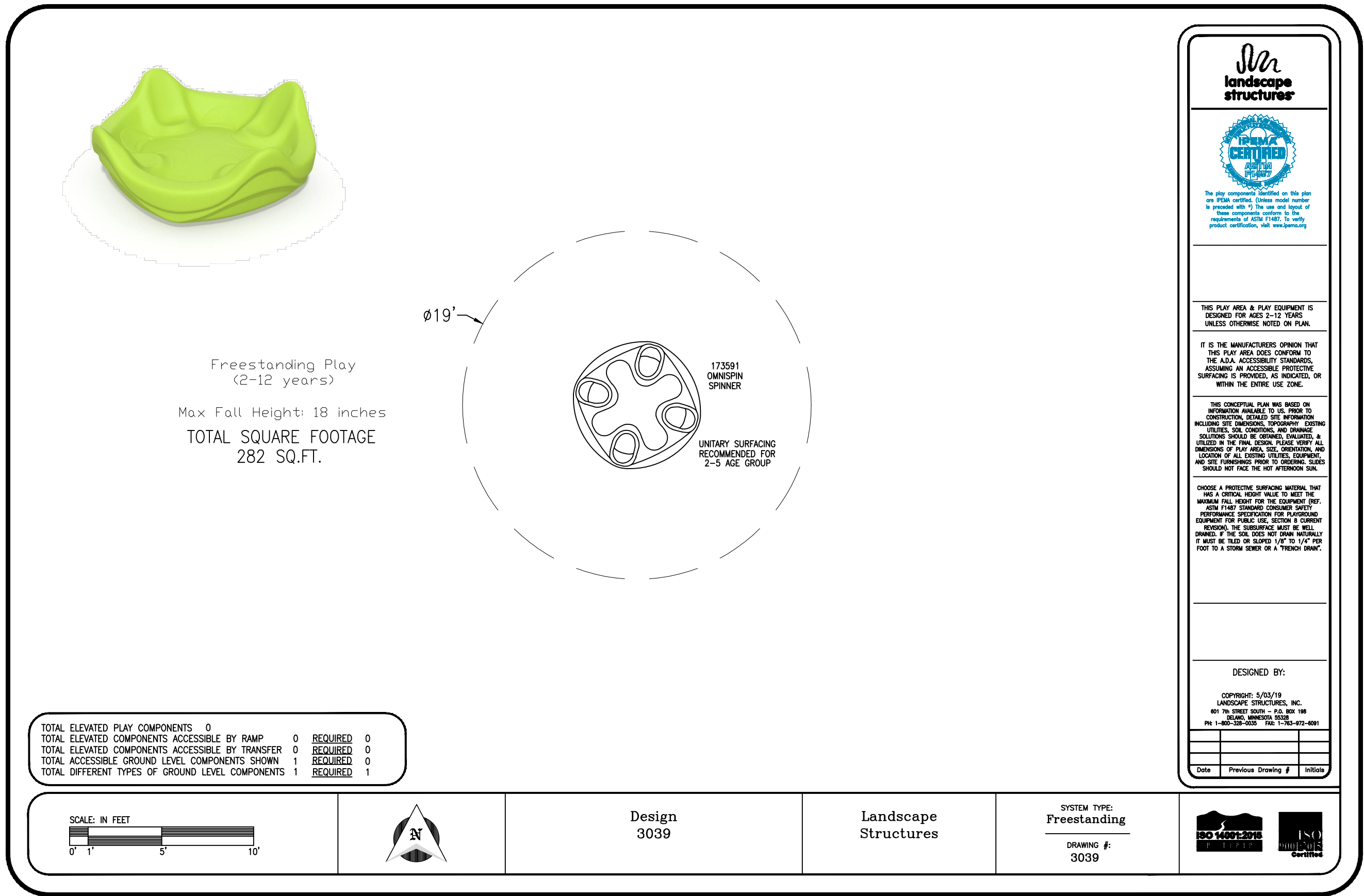
2 TURTLE
SCALE: NTS



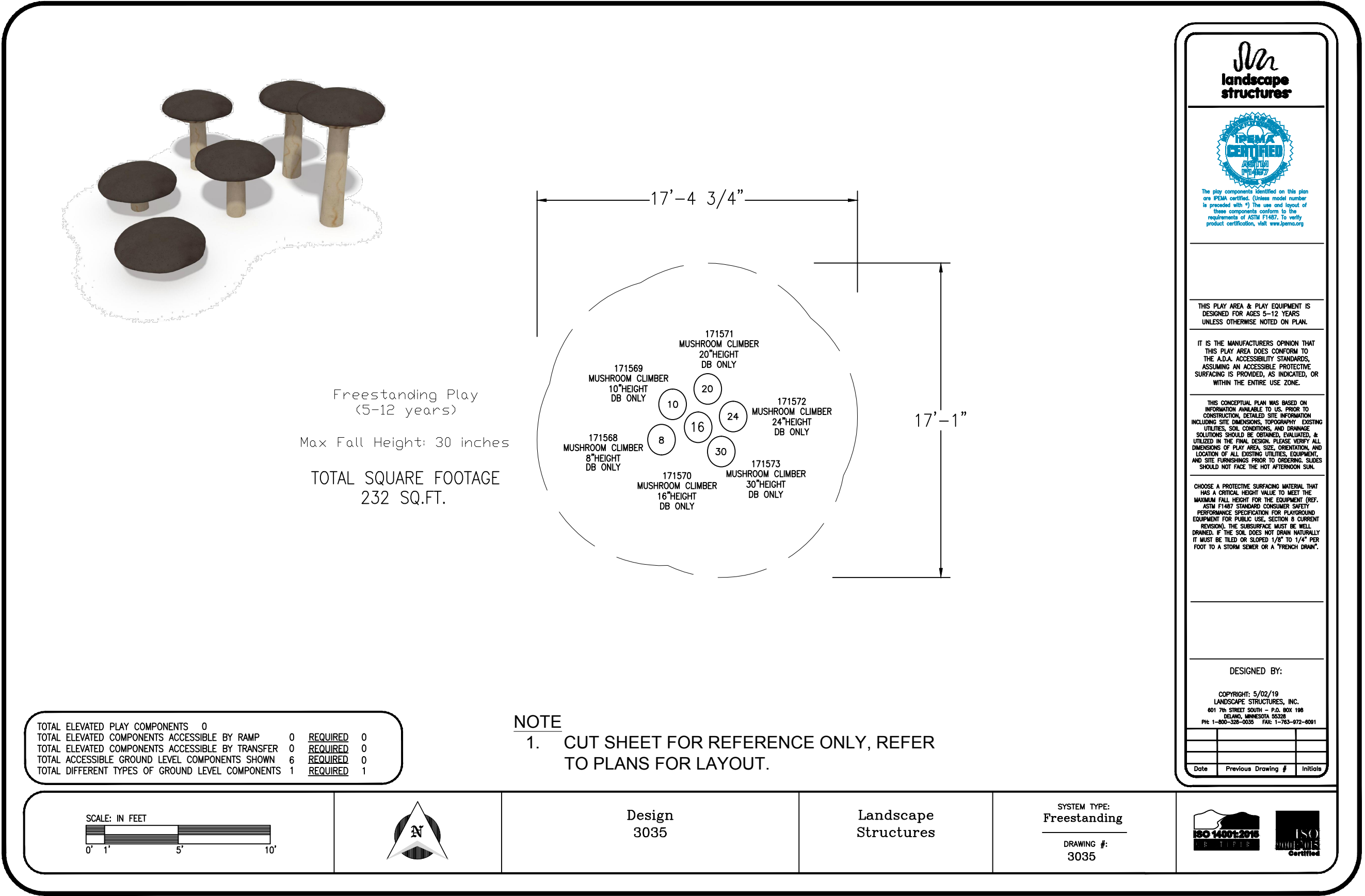
4 AREA DR
SCALE: NTS



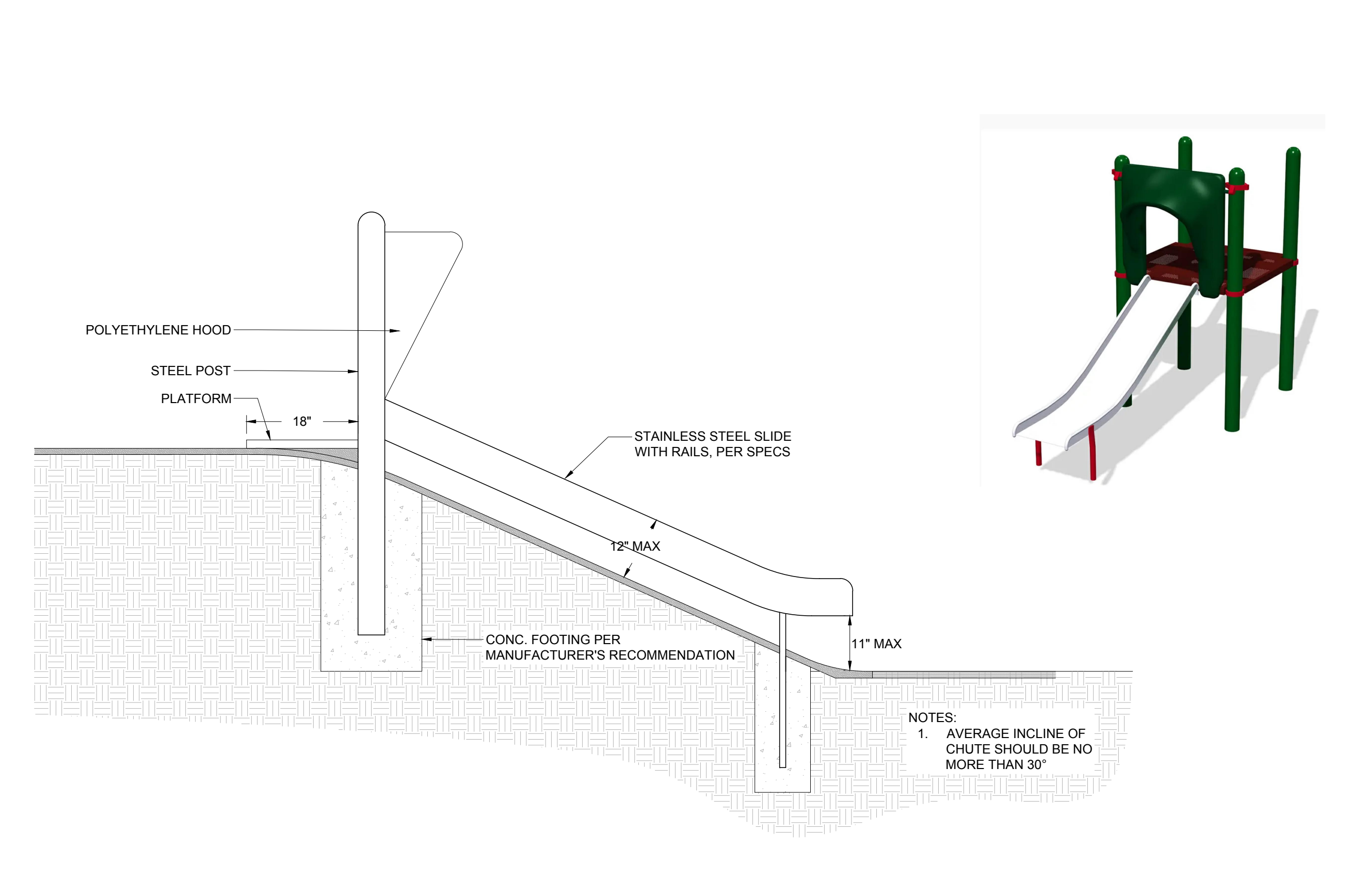
1 SPRING RIDER
SCALE: NTS



2 GROUP SPINNER
SCALE: NTS



3 MUSHROOM HOPPERS
SCALE: NTS



4 SLIDE
SCALE: NTS

RESOLUTION NO. _____

**A RESOLUTION APPROVING THAT INTERGOVERNMENTAL
AGREEMENT BETWEEN THE CITY OF CENTRAL POINT AND
JACKSON COUNTY FOR AUTHORIZATION TO PROCEED WITH
CHANGE ORDER FOR MULTI-USE PANDEMIC RESPONSE CENTER**

Recitals:

- A.** The Parties are empowered by Oregon Revised Statute Chapter 190 to enter into intergovernmental agreements for the purpose of furthering the economy and efficiency of local governments.
- B.** The City and County entered into an Intergovernmental Lease Agreement for the Multi-Use Pandemic Response Center (“Facility”) dated July 10, 2024 (date of latest signature).
- C.** The Lease acknowledges that the County will develop, construct, operate and manage the Facility, which has been designed large enough to accommodate a portion of the building for the City’s use as a community center.
- D.** Per the terms of the Lease, the City’s share of the construction costs will be amortized over a period of 35-years, which such payments shall constitute Base Rent thereunder.
- E.** The City has included a preschool as part of its portion of the Facility, and desires to add an outdoor play area for the preschool. The costs of such play area would be incorporated in a change order with the contractor.
- F.** The parties desire to set forth the County’s agreement to enter into the change order with the contractor and to bill the City the costs of such change order, rather than include those costs as amortized rent payments.

The City of Central Point resolves as follows:

Section 1. The City Council approves that Intergovernmental Agreement between the City of Central Point and Jackson County for Authorization to Proceed with Change Order for Multi-Use Pandemic Response Center in the form attached hereto at Exhibit A.

Section 2. The City Manager or his designee is hereby authorized to execute the Agreement and any related documents necessary to effectuate the Agreement and transactions related to the change order and repayment.

Section 3. This Resolution shall take effect immediately from and after its passage and approval.

Passed by the Council and signed by me in authentication of its passage this _____ day of June, 2025.

Taneea Browning, Mayor

Attest:

City Recorder