

# CITY COUNCIL MEETING AGENDA

**September 25, 2025**

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

[www.centralpointoregon.gov](http://www.centralpointoregon.gov)



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## **10. Meeting Called to Order**

## **20. Pledge of Allegiance**

## **30. Roll Call**

## **40. Recognition**

A. Proclamation Honoring the Life and Service of Council Member Mike Parsons

## **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](mailto: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. Public Agency Comments**

## **70. Consent Agenda**

A. Approval of August 28, 2025 Meeting Minutes

## **80. Items Removed from the Consent Agenda**

## **90. 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. Alder Street Right-of-Way Vacation  
Stephanie Powers, Planning Director

#### **100. Ordinances and Resolutions**

- A. Ordinance Amending 8.04.060 Ice and Snow Removal  
Sydnee Dreyer, City Attorney
- B. Resolution Authorizing Purchase Agreement with ODOT  
Matt Samitore, Parks and Public Works Director
- C. Resolution Identifying LOC Voting Delegate  
Chris Clayton, City Manager
- D. Resolution Revising Parks CIP  
Chris Clayton, City Manager

#### **110. Business**

- A. Update on Annexations  
Sydnee Dreyer, City Attorney
- B. Planning Commission Report

#### **120. Mayor's Report**

#### **130. City Manager's Report**

#### **140. Council Reports**

#### **150. Department Reports**

#### **160. 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.

#### **170. 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](mailto: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.*



# Proclamation

## Honoring the Life and Service of Council Member Mike Parsons

City of Central Point, Oregon  
City Council Meeting - 25 September 2025

**WHEREAS**, the City of Central Point mourns the passing of Council Member Mike Parsons, who served this community with dedication, compassion, and unwavering support; and

**WHEREAS**, Mike Parsons was first appointed to the Central Point City Council in July 2018 and subsequently elected in both 2020 and 2024, serving the citizens of Central Point with humility, integrity, and a profound belief in the importance of public service; and

**WHEREAS**, Mike's professional background—as CEO and CFO of a transportation logistics firm—and his commitment to volunteerism through programs such as the Central Point Police Department's V.I.P.S. (Volunteers in Police Service) exemplified his lifelong dedication to safety, justice, and civic responsibility; and

**WHEREAS**, Mike was a tireless advocate for public safety and community justice, consistently supporting efforts to enhance the quality of life in Central Point and to ensure that the city remained a safe, welcoming, and vibrant place to live, work, and raise a family; and

**WHEREAS**, Mike never wavered in his support of his fellow City Council Members and City staff—offering encouragement, standing firm in principle, and always choosing to do what he believed was right, even when it wasn't required of him; and

**WHEREAS**, Mike's life was shaped by deep family values, especially in his return to Central Point in 2013 to be closer to his grandchildren and to care for his beloved wife in her final days—a personal testament to his character, selflessness, and strength; and

**WHEREAS**, his legacy of service includes his contributions to numerous boards and committees, including the Central Point Parks & Recreation Foundation, the Jackson County Civil Service Commission, the Rogue Valley Sewer Services Board of Directors, the Central Point Budget Committee, and the Central Point Development Commission; and

**WHEREAS**, Mike Parsons will be remembered not only for his accomplishments and service, but for his kind spirit, steady voice, and unshakable belief in the people and potential of Central Point;

**NOW, THEREFORE, BE IT PROCLAIMED** that the City Council of the City of Central Point, Oregon, does hereby express its deepest condolences on the passing of Council Member Mike Parsons and honors his extraordinary service and enduring contributions to our city.

**Let it further be resolved** that the City Council encourages all residents to reflect on Mike's example of civic commitment and to carry forward his vision for a safe, just, and thriving Central Point.

**Presented this 25th day of September, 2025**

By the Central Point City Council

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Mayor Tanea W. Browning

# CITY COUNCIL MEETING MINUTES

**August 28, 2025**

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

[www.centralpointoregon.gov](http://www.centralpointoregon.gov)



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## **1 Meeting Called to Order**

## **2 Pledge of Allegiance**

## **3 Roll Call**

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

The following staff members were also present: City Manager Chris Clayton, Acting City Attorney Garrett West, Parks and Public Works Director Matt Samitore, Police Captain Greg Bruce, Finance Director Tessa DeLine, and City Recorder Rachel Neuenschwander

## **4 Presentations**

### **A. Annual Audit Fiscal Year 2022/2023**

See below.

### **B. Annual Audit Fiscal Year 2023/2024**

Amanda Moore, Principal with Baker Tilly (formerly Moss Adams), and Kim Reno presented the results of the city's annual audits for both 2023 and 2024. Ms. Moore explained that Baker Tilly merged with Moss Adams on June 3rd. She introduced their team and outlined the audit process. They detailed the scope of services, which included auditing the city's financial statements in accordance with generally accepted auditing standards and governmental standards, auditing the development commission's financial statements, and performing procedures related to Oregon minimum audit standards.

The auditors explained they had identified management override of controls as a significant risk, which is inherent in all entities. For both fiscal years 2022/2023 and 2023/2024, they issued a "clean" or unmodified opinion for both the city and the development commission, meaning the financial statements were materially correct under the modified cash basis of accounting.

Regarding the uniform guidance report for federal awards, specifically the coronavirus state and local fiscal recovery funds, they issued a clean opinion for 2023. For 2024, they identified one finding related to reporting, where accounting records didn't match the report filed. Management provided a response and corrective action plan to correct these reports going forward.

For the Oregon minimum standards audit report, they noted instances of non-compliance for both years. For 2023, the city was late on filings with the state and had a few identified over-expenditures, likely resulting from changing the accounting basis. For the development commission in 2023, there was no evidence of approval of the budget.

The auditors confirmed they did not identify any uncorrected or material errors that required correction. City Manager Clayton thanked the audit team for their work in completing three audits in a short timeframe, noting the city expects to be back on track with the 2025 audit.

**5 Public Comments**

**6 Public Agency Comments**

**7 Consent Agenda**

**A. Approval of August 14, 2025, Meeting Minutes**

**B. Central Market - 750 Hopkins Rd**

**Motion:** Approve Consent Agenda

**Moved By:** Michael Quilty

**Seconded by:** Brian Whitaker

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

## **8 Items Removed from the Consent Agenda**

## **9 Ordinances and Resolutions**

### **A. Resolution Initiating Vacation - Public Works Yard Alley**

Parks and Public Works Director Matt Samitore explained that the city needed to vacate an alley right-of-way that runs through the middle of the old corporation yard at Cedar and Fifth. He noted that although the city had operated on the site for nearly 60 years and had built several structures on it, the alley had never been formally vacated. The right-of-way is approximately 20 feet by 221.12 feet. The vacation is necessary to have clear title for a potential property sale transaction.

**Motion:** Approve

**Moved By:** Neil Olsen

**Seconded by:** Kelley Johnson

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

**Neil Olsen moved to approve Resolution No. 1845, a Resolution of the City Council of the City of Central Point authorizing a city-initiated vacation of a portion of that 20-foot wide alley right-of-way within Block 34 of the "Town of Central Point" plat.**

### **B. Resolution Authorizing Financing of Preschool Play Area**

Parks and Public Works Director Matt Samitore presented a resolution to authorize financing for the preschool play area at the multi-use pandemic response center being constructed at the Expo grounds. He explained that there are two playgrounds planned at the center, with this resolution addressing the gated, secured playground specifically associated with the preschool.

Matt stated that the project was included in the 2025-2027 budget. The

resolution would authorize an agreement between the city and the development commission to allow future reimbursement of funds spent on this project from the urban renewal agency back to the city. He clarified that this is a standard authorization that has been done for all elements associated with the pandemic response center, but this was a late addition that wasn't in the initial request.

Council asked about the nature of the intergovernmental payment. Matt explained it was simply a mechanism that allows the development commission, which will have substantial funds in the future, to reimburse the city for costs associated with projects within the development commission boundaries.

**Motion:** Approve

**Moved By:** Michael Quilty

**Seconded by:** Brian Whitaker

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

**Michael Quilty moved to approve Resolution No. 1846, a Resolution of the City of Central Point authorizing the financing of the Community Center Preschool play area project through the use of an Intergovernmental Agreement with the Central Point Development Commission.**

**C. Resolution of Intent to Sale PW Corp Yard**

City Manager Chris Clayton presented a resolution to declare the Public Works Corporation Yard as surplus property and authorize its sale to Rogue Valley Council of Governments (RVCOG). He explained that Pathway Enterprises, which had been leasing the facility since the city constructed the new Public Works Corporation yard, had purchased a facility and would be moving out.

At the same time, RVCOG's Food and Friends program, which had previously prepared meals at the Access Kitchen, was seeking a new location. The city approached RVCOG to gauge their interest in purchasing the property, and they expressed interest. An appraisal was conducted with three different approaches (sales, cost, and income). The city chose the cost approach, which valued the property at \$1,050,000.

To assist the Food and Friends program, the city offered to carry the financing for 15 years at an investment rate of 5 percent, resulting in annual payments of just over \$100,000 beginning in late 2026. The RVCOG board unanimously approved the purchase on the previous day. Once they close on the property, RVCOG plans to retain ORW Architecture to design improvements to turn the facility into a food storage and kitchen facility.

Chris noted that state statute requires the city to declare the property surplus before selling it. The resolution would deem the property surplus, with the purchase and sale agreement to be brought back for final approval later.

Council asked about the city's process for selling property to the public and ensuring a fair price. Chris explained that the city hires a licensed professional appraiser to determine the property's value, as was done in this case. He also noted that the city would retain an easement for access to a water reservoir and pump control room on the property. The reservoir is planned to be decommissioned around 2035, but some access may be needed indefinitely for underground infrastructure.

**Motion:** Approve

**Moved By:** Michael Quilty

**Seconded by:** Brian Whitaker

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

**Michael Quilty moved to approve Resolution No. 1847, a Resolution declaring certain real property located at 399 South Fifth Street (Map No. 372W11BB Tax Lots 6300 & 8200) surplus and authorizing the city manager to sell the property to RVCOG.**

## 10 Business

### A. Food and Friends Grant Application

City Manager Chris Clayton provided an informational update regarding a potential Community Development Block Grant (CDBG) application. He explained that once RVCOG felt confident their board

would approve the purchase of the Public Works facility, they began seeking revenue streams to help with remodeling the facility to meet their needs.

RVCOG identified a CDBG program that could potentially fund the Food and Friends program's facility modifications. Since the City of Central Point, though not an entitlement city, would be eligible for these funds, RVCOG was planning to have the city sponsor the grant application and serve as a pass-through to RVCOG.

However, after preparing the agenda item, RVCOG informed the city they would not be able to meet the timelines for the 2025 grant application and would instead pursue the 2026 grant application process. Chris explained that the item would likely return in 2026 for council approval. He emphasized there would be no cost to the city for the grant application process, as RVCOG would handle all administrative work.

#### **11 Mayor's Report**

The Mayor reported on attending several meetings since the last council meeting, including the CIS (City County Insurance Services) board meeting as a trustee, the Mayor's Conference in Baker City, and a stabilization center meeting facilitated by United Way. She also started holding in-office hours on Tuesdays at City Hall from approximately 11:00 AM to 2:00 PM.

The Mayor mentioned a fruitful meeting with an SBA teacher from Crater High School and plans to give a presentation to students. She also attended a study session to review plaza designs and fielded inquiries from small business owners about promoting their businesses downtown, referring them to the Central Point Chamber of Commerce.

#### **12 City Manager's Report**

City Manager Chris Clayton reported on several items:

1. The Parks Commission is going to recommend to City Council naming a gazebo in one of the parks after Mike Parsons.
2. There has been increased development activity downtown, including inquiries about the horse blanket building, the block between 8th and 9th Street, and the old Mary's Barbecue building.

3. Staff is working on an ordinance to routinely update SDCs (System Development Charges) by the CPI (Consumer Price Index).
4. Changes to the snow removal ordinance for sidewalks are being prepared following last year's snow event.
5. Financial statements for July, the first month of the budget cycle, will be shared in his next report.

### **13 Council Reports**

Councilor Johnson reported attending the study session and a monthly board meeting the previous day. She forwarded a fire hazard presentation to the City Manager for inclusion in the council weekly report.

Councilor Quilty attended the study session and the RVMPO (Rogue Valley Metropolitan Planning Organization) meeting. He was asked to represent RVACT (Rogue Valley Area Commission on Transportation) with the state aviation group.

Councilor Whitaker attended a Chamber of Commerce meeting and mentioned the Jackson County Library System invited him to their strategic meeting to discuss adult literacy. He also reported being invited to a FEMA meeting on September 9th via Zoom for council members in Southern Oregon.

Councilor Olsen had nothing to report.

### **14 Department Reports**

Parks and Public Works Director Samitore thanked the community for complying with water curtailment measures, noting they were able to stay under the threshold for Big Butte Springs. He reported on paving work at Hamrick and Don Jones Road, noting some issues with truck traffic. He mentioned the Parks Commission's recommendation to discuss allowing dog parks in the city. Mr. Samitore also identified an issue with the Oregon building code not addressing lot grading, and said they would be fast-tracking a grading permit ordinance based on Medford's code.

Captain Greg Bruce reported that a new officer graduated from the academy on Friday and started patrol on Sunday, with two more officers currently in training.

Finance Director Tessa Deline is looking forward to completing the 2024-

2025 audit and submitting it to the state by the end of the year.

Garrett West, representing the Legal Department, stated that all legal matters were proceeding normally.

**15 Adjournment**

**Neil Olsen moved to adjourn, all said aye and the meeting was adjourned at 6:58 PM.**

The foregoing minutes of the August 28, 2025, Council meeting were approved by the City Council at its meeting of \_\_\_\_\_, 2025.

Dated:

\_\_\_\_\_  
Mayor Tanea W. Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Planning

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Stephanie Powers, Planning Director

**SUBJECT:** Alder Street Right-of-Way Vacation

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**SUMMARY AND BACKGROUND:**

On June 12, 2025, the City Council adopted Resolution No. 1827 initiating proceedings to vacate a 10-foot by 200.74-foot section of public right-of-way along the north side of Alder Street between South Front Street and South First Street. The purpose of the vacation is to return unused right-of-way to the adjoining properties because there is no current or planned public need, such as street expansion or utility extension. A similar vacation was previously approved on the south side of Alder Street, which was incorporated into the Grange Co-op retail and garden center. Approval of the current request would create a consistent street section along this block of Alder Street.

The vacation benefits both the former Yellow Basket property at 163 South Front Street and the Jackson Soil and Water Conservation District office at 89 Alder Street. The request originated through discussions with the new Yellow Basket owners regarding redevelopment of the site, which occupies a prominent corner at South Front and Alder Streets. Along this frontage, a 10-foot-wide strip of right-of-way exists behind the sidewalk that is not needed for public purposes. Vacating this strip will return the land to private ownership, supporting redevelopment opportunities while maintaining adequate right-of-way for transportation and utility needs.

The Planning Commission conducted a public hearing on September 2, 2025, and, after reviewing the applicable criteria under ORS 271.080–271.130 and CPMC 17.05.500, unanimously adopted Resolution No. 935 recommending City Council approval of the Alder Street right-of-way vacation (Attachment 1).

At the September 25, 2025 meeting, the City Council will conduct a public hearing and consider the first reading of the ordinance approving the right-of-way vacation (Attachment 2).

**PREVIOUSLY DISCUSSED/DECIDED:**

On June 12, 2025, the City Council unanimously adopted Resolution No. 1827 initiating the Alder Street right-of-way vacation process.

**FINANCIAL ANALYSIS:**

The proposed right-of-way vacation does not create a direct financial impact to the City. Staff time associated with processing the request and conducting the public hearings is considered an in-kind contribution of existing resources. If approved, the City will incur minimal recording costs related to the quitclaim deed. No additional costs or revenues are anticipated.

## **LEGAL ANALYSIS:**

Pursuant to ORS 271.080–271.130 and CPMC 17.05.500, right-of-way vacations initiated by the City Council are processed as legislative actions requiring public hearings before both the Planning Commission and the City Council. In order to approve a vacation, the governing body must determine that all statutory and local requirements have been satisfied.

The Alder Street right-of-way vacation has been evaluated against the applicable criteria and found to comply as follows:

1. **Public Notice.** Notice of the proposed vacation was provided in accordance with ORS 271.110 and CPMC 17.05.500. Mailed notice was sent to affected property owners on August 13, 2025, notices were posted at each end of the area on August 21, 2025, and publication occurred in the newspaper on August 24 and August 29, 2025. All notice requirements have been met.

*Conclusion: Consistent.*

2. **Agency and Utility Coordination.** The proposed vacation was referred to affected public agencies and utility providers, including Public Works, Rogue Valley Sewer Services (RVSS), Pacific Power, and Avista. No objections were received. Easements will be retained if necessary to ensure continued provision of utility services.

*Conclusion: Consistent.*

3. **Written Objections.** No written objections were received as of the date of this report. Under ORS 271.080, a vacation cannot be granted if a majority of affected property owners file objections. Since no such majority objection exists, the statutory requirement is satisfied.

*Conclusion: Consistent.*

4. **Public Interest.** The subject strip of right-of-way is not needed for transportation, utility, or access purposes. Adequate right-of-way will remain to serve vehicular, bicycle, and pedestrian circulation, with utility easements retained as needed. Vacating the strip will create a uniform street section consistent with prior City actions on the south side of Alder Street, while returning surplus land to private ownership. This action will support reinvestment on adjoining properties,

including redevelopment of the former Yellow Basket site, which is anticipated to provide community and economic benefits.

*Conclusion: Consistent.*

Based on these findings, the proposed Alder Street right-of-way vacation complies with all applicable statutory and local requirements and may be approved by the City Council.

## **COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

### **Responsible Governance**

**Goal 2** — Invite Public Trust.

**Comment:** The Alder Street right-of-way vacation demonstrates responsible management of City assets by returning surplus right-of-way not needed for public purposes to private ownership while maintaining transparency through the statutory hearing process.

### **Vibrant Economy**

**Goal 2** — Build upon past success to further the purpose of promoting downtown revitalization and renewal.

**Goal 4** — Attract unique and quality businesses to the City of Central Point.

**Comment:** The proposed right-of-way vacation along a portion of Alder Street supports redevelopment of the former Yellow Basket property at a prominent corridor location, encouraging reinvestment, business activity, and community gathering opportunities. This is consistent with the City Council's goals to support a thriving economy in the downtown and to attract unique and quality businesses and services.

## **ATTACHMENTS/EXHIBITS:**

1. Planning Commission Resolution No. 935
2. City Council Ordinance (First Reading)
3. Vacation Quit Claim Deed Yellow Basket
4. Vacation Quit Claim Deed Jackson County Soil

## **STAFF RECOMMENDATION:**

Forward the ordinance vacating a portion of Alder Street Public Right-of-Way between South Front Street and South First Street to a second reading.

## **RECOMMENDED MOTION:**

I move to forward the ordinance vacating a portion of Alder Street Public Right-of-Way between South Front Street and South First Street to a second reading.

**PLANNING COMMISSION RESOLUTION NO. 935**

**A RESOLUTION OF THE PLANNING COMMISSION RECOMMENDING CITY  
COUNCIL APPROVAL OF THE CITY-INITIATED VACATION OF A PORTION OF  
ALDER STREET PUBLIC RIGHT-OF-WAY BETWEEN SOUTH FRONT STREET AND  
SOUTH FIRST STREET**

**(File No. VAC-25001)**

**WHEREAS**, the City of Central Point initiated a request to vacate a 10-foot by 200.74-foot section of undeveloped public right-of-way along the north side of Alder Street between South Front Street and South First Street, as described in the legal description and survey map attached hereto as Attachment A; and

**WHEREAS**, the subject right-of-way is located adjacent to the former Yellow Basket property (163 South Front Street) and the Jackson Soil and Water Conservation District office (89 Alder Street), identified on the Jackson County Assessor's Map as 37S2W10AA, Tax Lots 4400 and 4500; and

**WHEREAS**, pursuant to ORS 271.080–271.130 and CPMC 17.05.500, the proposed vacation has been processed as a legislative action requiring public hearings before both the Planning Commission and the City Council; and

**WHEREAS**, notice of the proposed vacation was provided consistent with statutory and local requirements, including mailed notice to affected property owners, posting of notices at each end of the affected right-of-way, and publication in a newspaper of general circulation; and

**WHEREAS**, affected public agencies and utility providers, including the City of Central Point Public Works Department, Rogue Valley Sewer Services, Pacific Power, and Avista, were notified of the proposed vacation and raised no objections; and

**WHEREAS**, at the time of the Planning Commission hearing, no written objections had been received from a majority of property owners within the affected area; and

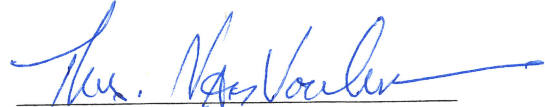
**WHEREAS**, the Planning Commission, having considered the staff report, findings of fact, conclusions of law, and testimony presented at the public hearing, finds that the proposed right-of-way vacation is consistent with the public interest, will not adversely affect public transportation or utility needs, and is consistent with prior City actions along Alder Street.

**NOW, THEREFORE, BE IT RESOLVED:**

**Section 1.** The Planning Commission hereby recommends that the City Council approve the vacation of a portion of Alder Street right-of-way as legally described and depicted in Attachment A.

**Section 2.** This recommendation is based upon the Staff Report dated September 2, 2025, the Planning Department Findings therein, and all attachments thereto, which are incorporated herein by reference.

PASSED by the Planning Commission and signed by me in authentication of its passage this 2nd day of September, 2025.



Planning Commission Chair

ATTEST:

  
City Representative



ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE VACATING A PORTION OF ALDER STREET PUBLIC RIGHT-OF-WAY BETWEEN SOUTH FRONT STREET AND SOUTH FIRST STREET

Recitals:

A. On June 12, 2025, the City Council adopted Resolution No. 1827 initiating proceedings to vacate a 10-foot by 200.74-foot section of undeveloped public right-of-way along the north side of Alder Street between South Front Street and South First Street, as described in the legal description and survey map attached hereto as Exhibit A.

B. The subject right-of-way is located adjacent to the former Yellow Basket property (163 South Front Street) and the Jackson Soil and Water Conservation District office (89 Alder Street), identified on the Jackson County Assessor's Map as 37S2W10AA, Tax Lots 4400 and 4500.

C. The Planning Commission conducted a duly noticed public hearing on September 2, 2025, and by Resolution No. 935 recommended approval of the proposed vacation.

D. Pursuant to ORS 271.080–271.130 and CPMC 17.05.500, notice of the proposed vacation was provided to affected property owners, posted on the site, and published in a newspaper of general circulation prior to the public hearings.

E. Affected public agencies and utility providers, including the City of Central Point Public Works Department, Rogue Valley Sewer Services, Pacific Power, and Avista, were notified of the proposal and raised no objections, with necessary easements to be retained as needed.

F. The City Council conducted a duly noticed public hearing on September 11, 2025, to consider the proposed vacation, the Planning Commission's recommendation, staff analysis, and any public or agency testimony received.

G. At the time of the public hearings, no written objections were received from a majority of affected property owners within the notice area.

H. The City Council finds that the subject right-of-way is not needed for current or future transportation or utility purposes, that adequate right-of-way will remain to serve the public, and that vacating the unused strip will support reinvestment on the adjoining properties and create a consistent street section along Alder Street.

Pg. 1 Ordinance No. \_\_\_\_\_; (Council Meeting 9/25/2025)

I. Based on the foregoing, the City Council finds that the proposed vacation will not adversely affect the public interest and meets the requirements of ORS 271.120 and CPMC 17.05.500.

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

Section 1. Vacation. The portion of Alder Street public right-of-way described and depicted in Exhibit A is hereby vacated.

Section 2. Deed. The vacated property shall be conveyed to the abutting property owners by quit claim deed.

Section 3. Recording. A certified copy of this Ordinance, together with the attached legal description and survey map, shall be filed and recorded with the Jackson County Clerk in accordance with ORS 271.150.

Section 4. Effective Date. This Ordinance shall take effect 30 days following its passage by the City Council and approval by the Mayor.

Passed by the Council and signed by me in authentication of its passage  
this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
Mayor Tanee W. Browning

ATTEST:

\_\_\_\_\_  
City Recorder

## EXHIBIT "A"

### **ALDER STREET (WESTERLY OF ALLEY) RIGHT-OF-WAY VACATION DESCRIPTION SHEET**

That certain real property being a 10.00-foot-wide strip of land within the northerly right-of-way of Alder Street, located between the alley and Front Street and adjacent to the southerly boundary of Lot 13, Block 16 per the plat entitled "TOWN OF CENTRAL POINT", recorded on June 4, 1887, and accepted as an annex to the original plat entitled "TOWN OF CENTRAL POINT", recorded February 29, 1887, in Volume 2 of Plats at Page 56 of the Records of Jackson County, Oregon (originally recorded in Volume 13 at Pages 431 and 432 of the Deed Records of Jackson County, Oregon), located within Donation Land Claim 53, in the Northeast One-quarter of the Northeast One-quarter of Section 10, Township 37 South, Range 2 West of the Willamette Meridian, in the City of Central Point, Jackson County, Oregon. The exterior boundary of said vacation is more particularly described as follows:

Beginning at the southwest corner of said Lot 13, being a point at the intersection of the northerly right-of-way of said Alder Street and the easterly right-of-way of said Front Street; thence North  $54^{\circ}36'06''$  East, along said southerly boundary of Lot 13, being common with said northerly right-of-way of Alder Street, 100.37 feet to intersect with the westerly right-of-way of an alley per said plat; thence South  $35^{\circ}25'40''$  East, along a projected line of said alley right-of-way, 10.00 feet; thence South  $54^{\circ}36'06''$  West, parallel to and 10.00 feet southerly from, when measured at right angles to said Lot 13 and northerly right-of-way of Alder Street, 100.37 feet to intersect a projected line of aforesaid easterly right-of-way of Front Street; thence North  $35^{\circ}25'47''$  West, along last said projected line, 10.00 feet to the Point of Beginning.

Containing 1,004 square feet (more or less).

**BASIS OF BEARINGS:** Geodetic North referenced to the NAD83 2011 (Epoch 2010.00) datum, projected onto the Oregon Coordinate Reference System, Grants Pass-Ashland zone (references: OAR 734-005-0005, 734-005-0010 and 734-005-0015(3)(p)). Note that the grid bearings listed herein do not equal geodetic bearings due to meridian convergence.

Prepared by:  
Neathamer Surveying, Inc.  
3126 State Street, Suite 203  
PO Box 1584  
Medford, Oregon 97501  
Phone: (541) 732-2869  
Project Number: 09002-T-70

Date: May 29, 2025

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

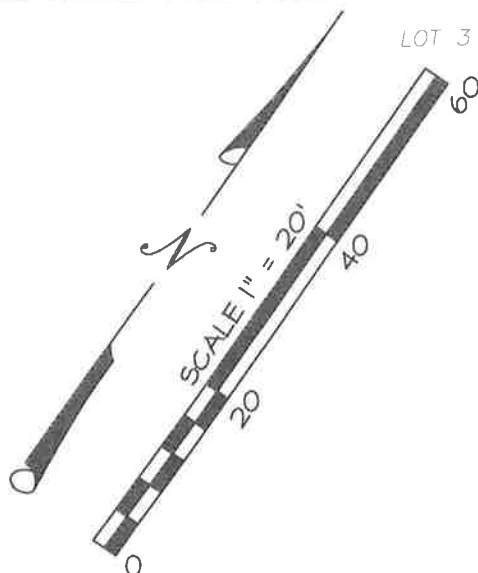
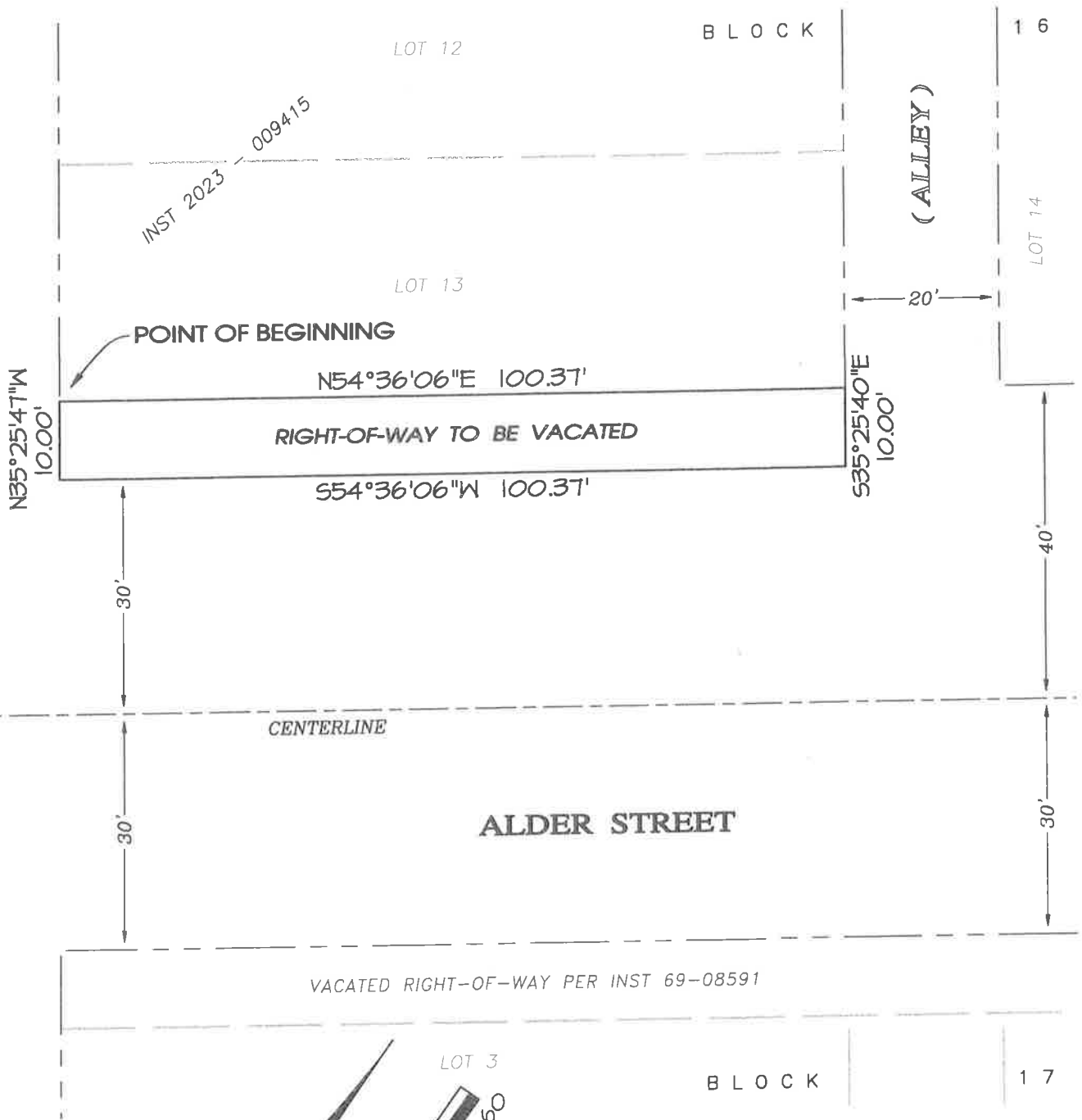
*Cael E. Neathamer*

OREGON  
JULY 09, 2001  
CAEL E. NEATHAMER  
56545PLS

EXPIRATION DATE: DEC. 31, *2026*

**EXHIBIT "B"**

FRONT STREET



REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

*Carl E. Neathamer*

OREGON  
JULY 9, 2001  
CAEL E. NEATHAMER  
56545

Renewal Date 12/31/26

## EXHIBIT "A"

### **ALDER STREET (EASTERLY OF ALLEY) RIGHT-OF-WAY VACATION DESCRIPTION SHEET**

That certain real property being a 10.00-foot-wide strip of land within the northerly right-of-way of Alder Street, located between the alley and First Street and adjacent to the southerly boundary of Lots 14, 15, and 16, Block 16 per the plat entitled "TOWN OF CENTRAL POINT", recorded on June 4, 1887, and accepted as an annex to the original plat entitled "TOWN OF CENTRAL POINT", recorded February 29, 1887, in Volume 2 of Plats at Page 56 of the Records of Jackson County, Oregon (originally recorded in Volume 13 at Pages 431 and 432 of the Deed Records of Jackson County, Oregon), located within Donation Land Claim 53, in the Northeast One-quarter of the Northeast One-quarter of Section 10, Township 37 South, Range 2 West of the Willamette Meridian, in the City of Central Point, Jackson County, Oregon. The exterior boundary of said vacation is more particularly described as follows:

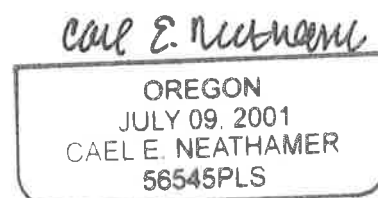
Beginning at the southeasterly corner of said Lot 16, being a point at the intersection of the northerly right-of-way of said Alder Street and the westerly right-of-way of said First Street; thence South  $35^{\circ}25'34''$  East, along a projected line of said westerly right-of-way of First Street, 10.00 feet; thence South  $54^{\circ}36'06''$  West, parallel to and 10.00 feet southerly from, when measured at right angles to said northerly right-of-way of Alder Street, being common with the southerly boundaries of said Lots 14, 15, and 16, 100.37 feet to intersect a projected line of an alley per said plat; thence North  $35^{\circ}25'40''$  West, along last said projected line, 10.00 feet to the southwesterly corner of said Lot 14; thence North  $54^{\circ}36'06''$  East, along aforesaid southerly boundaries of Lots 14, 15, and 16, 100.37 feet to the Point of Beginning.

Containing 1,004 square feet (more or less).

**BASIS OF BEARINGS:** Geodetic North referenced to the NAD83 2011 (Epoch 2010.00) datum, projected onto the Oregon Coordinate Reference System, Grants Pass-Ashland zone (references: OAR 734-005-0005, 734-005-0010 and 734-005-0015(3)(p)). Note that the grid bearings listed herein do not equal geodetic bearings due to meridian convergence.

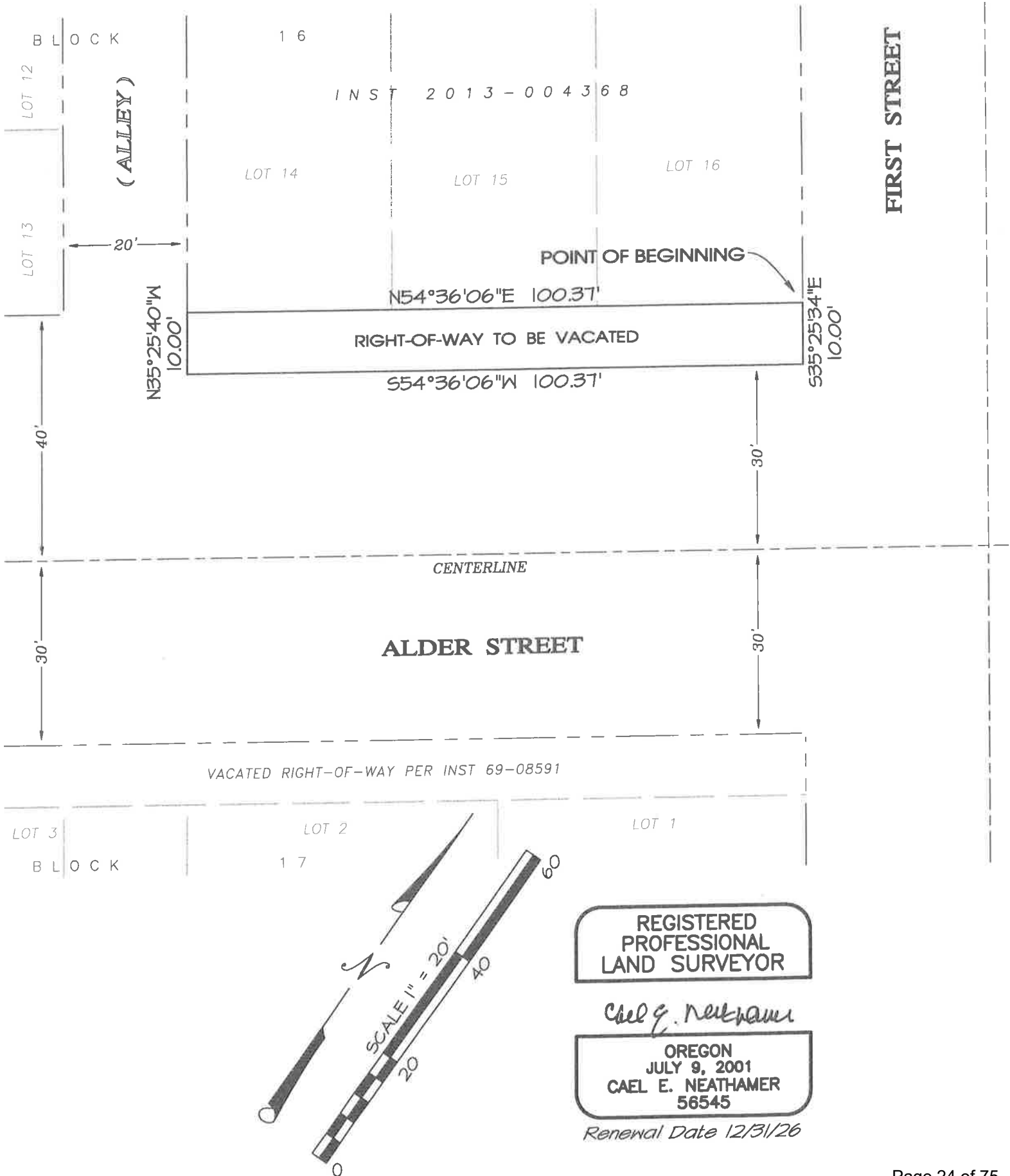
Prepared by:  
Neathamer Surveying, Inc.  
3126 State Street, Suite 203  
PO Box 1584  
Medford, Oregon 97501  
Phone: (541) 732-2869  
Project Number: 09002-T-70

Date: May 29, 2025



EXPIRATION DATE: DEC. 31, 2026

**EXHIBIT "B"**



**After recording return to:**

City of Central Point  
140 S. Third Street  
Central Point, OR 97502

**Until a change is requested,  
all tax statements shall be sent  
to the following address:**

Haus One, LLC  
21 Winburn Way  
Ashland, OR 97520

**Grantor:**

City of Central Point

**Grantee:**

Haus One, LLC

**VACATION QUIT CLAIM DEED**

City of Central Point, an Oregon municipal corporation, Grantor, does hereby release and quitclaim to Haus One, LLC, an Oregon limited liability company, Grantee, all right, title and interest in and to the real property described below, which real property was vacated, closed and abandoned by Ordinance No. \_\_\_\_\_ passed and approved by the City Council of the City of Central Point, Oregon on October 9, 2025.

See Exhibit A attached hereto.

There is no monetary consideration involved in this transfer. The true consideration for this conveyance is other consideration, consisting of Grantor's reservation of certain easements pertaining to the subject real property.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER

424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009,  
AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated this day of \_\_\_\_\_, 2025.

CITY OF CENTRAL POINT

\_\_\_\_\_  
By:

STATE OF OREGON    )  
                              ) ss.  
County of Jackson    )

On this \_\_\_ day of \_\_\_\_\_, 2025, personally appeared before me , representative of  
City of Central Point, a municipal corporation, and acknowledged said instrument to be  
\*his/her\* voluntary act and deed.

\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_

**After recording return to:**

City of Central Point  
140 S. Third Street  
Central Point, OR 97502

**Until a change is requested,  
all tax statements shall be sent  
to the following address:**

Jackson Soil and Water Conservation District  
573 Parsons Drive  
Medford, OR 97501

**Grantor:**

City of Central Point

**Grantee:**

Jackson Soil and Water Conservation District

**VACATION QUIT CLAIM DEED**

City of Central Point, an Oregon municipal corporation, Grantor, does hereby release and quitclaim to Jackson Soil and Water Conservation District, a special district of the state of Oregon, Grantee, all right, title and interest in and to the real property described below, which real property was vacated, closed and abandoned by Ordinance No. \_\_\_\_\_ passed and approved by the City Council of the City of Central Point, Oregon on October 9, 2025.

See Exhibit A attached hereto.

There is no monetary consideration involved in this transfer. The true consideration for this conveyance is other consideration, consisting of Grantor's reservation of certain easements pertaining to the subject real property.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER

424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009,  
AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Dated this day of \_\_\_\_\_, 2025.

CITY OF CENTRAL POINT

\_\_\_\_\_  
By:

STATE OF OREGON    )  
                              ) ss.  
County of Jackson    )

On this \_\_\_ day of \_\_\_\_\_, 2025, personally appeared before me , representative of  
City of Central Point, a municipal corporation, and acknowledged said instrument to be  
\*his/her\* voluntary act and deed.

\_\_\_\_\_  
Notary Public for Oregon  
My Commission Expires:\_\_\_\_\_



**DEPARTMENT:** Administration

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Sydnee Dreyer, City Attorney

**SUBJECT:** Ordinance Amending 8.04.060 Ice and Snow Removal

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**SUMMARY AND BACKGROUND:**

Following major snow storms last winter, Council directed staff to bring back an ordinance providing greater flexibility regarding removal of snow and ice. In particular, current code language requires that snow and ice be removed from sidewalks within the first 2 hours of daylight after snow has fallen. However, in the event of multiple-day snow storms, and/or physical limitations of the homeowner or occupant, this standard has proved difficult to enforce.

In an effort to provide a clear standard for snow/ice removal, and allow flexibility for certain individuals and circumstances, the draft ordinance requires a standard for clearing after the snowfall or freezing event has subsided. In addition, the ordinance requires city staff to adopt an implementation plan that will allow the city to address requests for assistance. The ordinance also provides the city manager with the discretion to determine that the ordinance will not be enforced, for example in emergency situations in which it would be impractical to enforce. Lastly, the draft ordinance would also establish a violation if a person clears the snow and ice onto a public street, transit stop, sidewalk or other public property.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Community Investment.

GOAL 1 - Build a strong city that is fiscally sustainable and provides enhanced services and small-town nuance.

Community Engagement.

GOAL 1 - Build strong relationships between government and its citizens.

STRATEGY 5 – Maintain a safe community that is known for its compassionate

outreach to citizens. Develop strategies to work with vulnerable populations compassionately.

**ATTACHMENTS/EXHIBITS:**

1. Ordinance Amending 8.04.060 Snow Removal

**STAFF RECOMMENDATION:**

Make a motion to forward the ordinance to a second reading with or without revisions.

**RECOMMENDED MOTION:**

I move to forward the Ordinance amending Central Point Municipal Code 8.04.060 - Ice and Snow Removal to a second reading.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CENTRAL POINT MUNICIPAL CODE 8.04.060 – ICE AND SNOW  
REMOVAL

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. Currently City Code provides that within 2-hours of daylight, after snow has fallen or ice has accumulated, the person owning or controlling the premises abutting the public sidewalk shall remove the snow or ice.
- C. The Council finds that during winter storms it may be impractical or unsafe for owners to remove such snow or ice, and it is difficult for staff to enforce these provisions in severe winter events.
- D. Council finds that while unabated accumulation of snow and ice may threaten public health and safety, additional flexibility is advised to address situations and weather on a case by case basis.
- E. Words ~~lined through~~ are to be deleted and words **in bold** are added.

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

SECTION 1. CPMC 8.04.060 is hereby amended in its entirety to read as follows:

8.04.060 Ice and Snow Removal and Deposits

~~No person owning or controlling premises, improved or unimproved, abutting upon a public sidewalk within the city shall:~~

~~A. Permit snow to remain on the sidewalk for a period longer than the first two hours of daylight after the snow has fallen;~~

~~B. Permit the sidewalk to be covered with ice. It shall be the duty of the person within the first two hours of daylight after the ice has formed to remove ice accumulating on the sidewalk or to properly cover it with sand, ashes or other suitable material to assure safe travel. (Ord. 817 §3, 1966).~~

**A. It shall be the duty of the owner, occupant or other person or entity in charge of any occupied property which abuts upon a public sidewalk within the city to remove or cause to be removed snow or ice from the entire width of the sidewalk, including any adjacent curb-cut, up to a maximum width of 36-inches, and if the same cannot be entirely removed, shall apply sand or other proper substance so that the sidewalk is safe for public travel.**

**B. Snow or ice below three (3) inches shall be removed within 24-hours, and snow or ice over three (3) inches shall be removed within 36-hours of the cessation of such snow fall or freezing (Snowfall as measured by the National Oceanic and Atmospheric Administration at the Medford International Airport).**

**C. Any person who violates subsections A and B may be assessed a civil penalty of \$50 for sidewalks less than 200 linear feet in length, or \$100 for sidewalks more than 200 linear feet in length.**

**D. Notwithstanding the assessment of a penalty under subsection C, the city may remove snow or ice which has not been removed pursuant to subsections A and B, and recover abatement costs against the property owner or other person or entity in charge of maintenance of the property in addition to issuance of penalties under subsection C.**

**E. No person shall plow, shovel or blow any snow or ice from private property onto a public street, crosswalk, transit stop, sidewalk or any public property.**

**F. Any person convicted of violating subsection E shall be subject to punishment under the general penalty ordinance. Each day of such violation constitutes a new offense. Notwithstanding subsection E, the City may remove any snow or ice which has been moved into the public right-of-way pursuant to subsection E, and recover abatement costs against the owner or other person or entity in charge of maintenance of the property, in addition to the general penalty under this subsection F.**

**G. Certain individuals may establish an exemption from the requirements of subsections A and B if the individual is disabled, over the age of sixty-five, or otherwise physically incapable of complying with the requirements of subsections A and B. City staff shall adopt an implementation plan to develop mechanisms to facilitate assistance for persons who qualify for the exemption.**

**H. The City Manager is authorized, in the city manager's discretion, based on weather conditions, to extend the timeframes required for compliance with this ordinance, reduce the required width of sidewalk from which snow and ice must be removed, and/or suspend enforcement of the ordinance.**

**I. In enforcing this ordinance, enforcement efforts should initially target locations and situations that pose a safety hazard or impair access to transit or essential service (e.g. schools, hospitals, medical facilities, groceries) as determined in the city's sole discretion.**

SECTION 2. 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 3. Effective Date. The Central Point City Charter 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 Tanea Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Administration

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Matt Samitore, Parks and Public Works Director

**SUBJECT:** Resolution Authorizing Purchase Agreement with ODOT

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**SUMMARY AND BACKGROUND:**

The City has been in negotiations with ODOT to purchase approximately 19.84 acres of real property along the Bear Creek Greenway. The City has been maintaining this property along the Bear Creek Greenway for many years. The purchase of the property would allow the city better control over the maintenance of this property. Additionally, a portion of this land will be necessary in the future for the extension of Beebe Road.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Community Investment.

Goal 2.

STRATEGY 1 – Develop and maintain positive partnerships with public and private entities and the community to understand community needs, and leverage resources to develop and deliver opportunities for personal, professional, and/or vocational development. (Recreation Programs, Maker Space, Artisan Corridor, Volunteerism, Community Events, etc.) (Nurturing individuals skills and personal growth is an essential element to Central Point’s vitality. While this is an organic process that must be desired by individuals in the population, the City can make investments that consider and further the goal of providing an environment that is supportive of this objective.)

STRATEGY 2 – Through the land development process, foster the creation of “healthy neighborhoods” that provide safe, connected, and comfortable amenities for residents of all ages and abilities to walk, cycle, play, and access community destinations. (Active lifestyles that include people of all abilities are foundational to health and wellbeing).

STRATEGY 5 – Plan, design, build, and maintain a comprehensive system of sustainable facilities, trails, and park spaces, (setting the highest standards) to provide attractive places people will use and enjoy. Acquire additional lands for active and

passive recreation use based on current deficiencies and public demands created by increasing population or the environmental and recreational significance of the area. (Be mindful of the budget and plan trail locations).  
STRATEGY 7 – Maintain parks and facilities at the highest possible levels to encourage a sense of community pride and ownership.

**ATTACHMENTS/EXHIBITS:**

1. DRAFT Letter of Agreement with Exhibit A\_City of Central Point
2. PM215A-016\_10034\_Bid Form Sale Agreement
3. Reso - Authorizing Purchase Agt with ODOT - Bear Creek Greenway
4. REVISED 11-08-2024 Bear Creek Greenway Surplus Appraisal  
Specifications\_Supporting Docs\_reduced file

**STAFF RECOMMENDATION:**

Approve resolution.

**RECOMMENDED MOTION:**

I move to approve Resolution No. \_\_\_\_\_, a Resolution approving that Bid Form and Sales Agreement with Oregon Department of Transportation and authorizing City Manager to execute same.

# LETTER OF AGREEMENT

---

## Bear Creek Greenway Property - Agreement for Access to Mitigation Area

Between  
**ODOT DISTRICT 8**  
And  
**City of Central Point**

**THIS LETTER OF AGREEMENT** “LOA” is hereby made and entered into by and between **ODOT District 8**, hereby referred to as “State”, and **City of Central Point**, hereinafter referred to as “City”; both herein referred to individually or collectively as “Party” or “Parties.”

### PRINCIPAL CONTACTS

The principal contacts for this LOA are:

| <b>ODOT District 8</b>                                                                                                                | <b>City of Central Point</b>                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Jeremiah Griffin<br>District Manager<br>100 Antelope Road, White City, OR 97503<br>541-774-6352<br>Jeremiah.M.GRIFFIN@odot.oregon.gov | Matt Samitore<br>Assistant City Manager / Parks & Public Works Director<br>140 South 3 <sup>rd</sup> Street, Central Point, OR 97502<br>541-664-3321 ext. 205<br>matt.samitore@centralpointoregon.gov |

### TERM

The term of this LOA shall become effective upon the date which this LOA is fully executed by all Parties. This LOA shall continue in full force until **DECEMBER 31, 2026**.

### PURPOSE

The purpose of this LOA is to secure access needs for ODOT to maintain a mitigation area, known as Peninger Road riparian planting, located in the northerly area of 37S-2W-02D Tax Lot 400. See **Exhibit A** - Map attached.

### THE PARTIES AGREE TO ALLOW ACCESS TO THE MITIGATION SITE IN THE FOLLOWING MANNER:

1. The City of Central Point will allow ODOT access to the northeasterly area of 37S-2W-02D Tax Lot 400 as reflected on **Exhibit A** – Map attached.

2. ODOT will retain access to fill the water tanks and to maintain and monitor the irrigation lines and plantings reflected on **Exhibit A** Map for ODOT and/or our contractors.
3. ODOT reserves the right to extend this LOA and access to the mitigation site, if needed, due to issues with plant establishment being problematic at this location to fulfill the mitigation requirements.
4. The City will not impact the plantings in the mitigation area. (The plantings are within or close to the “protected” Bear Creek riparian corridor.)

#### **TERMINATION AND EXTENSION OF LOA**

This LOA will terminate on **December 31, 2026**. If additional time is needed to fulfill the mitigation requirements due to issues with plant establishment, all Parties will be in agreement to extend this LOA until the mitigation requirements are fulfilled.

THIS LOA CONTAINS THE ENTIRE AGREEMENT BETWEEN THE PARTIES HERETO AND SUPERSEDES ANY AND ALL PRIOR EXPRESS AND/OR IMPLIED STATEMENTS, NEGOTIATIONS AND/OR MOU’S BETWEEN THE PARTIES, EITHER ORAL OR WRITTEN, AND MAY NOT BE AMENDED, CHANGED OR MODIFIED IN ANY WAY, EXCEPT BY WRITTEN MEMORANDUM OF UNDERSTANDING BY ALL PARTIES HERETO.

**IN WITNESS WHEREOF**, the parties hereto have executed this Letter of Agreement as of the last date written below.

By City of Central Point

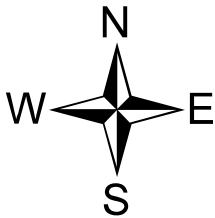
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|           |       |      |
|-----------|-------|------|
| Signature | Title | Date |
|-----------|-------|------|

By State of Oregon

---

|           |       |      |
|-----------|-------|------|
| Signature | Title | Date |
|-----------|-------|------|



OREGON DEPARTMENT OF TRANSPORTATION

# OR 140: Exit 35 to Blackwell Road

Peninger Rd. riparian planting

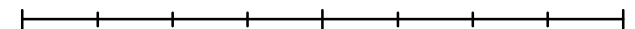
KN 18975

Federal Aid No. S270(040)

- Jackson County taxlots
- Peninger planting boundary

## EXHIBIT A

0 0.0225 0.045 0.09 Miles



**BID FORM AND SALES AGREEMENT  
OREGON DEPARTMENT OF TRANSPORTATION**

**Property Location/Address:**  
as described on Exhibit A (the "Property")

☐ PUBLIC AUCTION

☐ OPEN BID

☒ DIRECT SALE

|              |                                                                                    |
|--------------|------------------------------------------------------------------------------------|
| PM FILE:     | PM215A-016                                                                         |
| ACQ FILE(s): | H0921-10034; H0328-Q00823; H0328-Q00830;<br>H0328-Q00839; H0921-10035; H6006-33864 |
| SECTION:     | Eagle Point - Medford Section                                                      |
| HIGHWAY:     | 022 - CRATER LAKE                                                                  |
| COUNTY:      | Jackson                                                                            |
| MAP NO(s):   | 1R-2-1253                                                                          |

**SALE PRICE: \$71,400**

**BID TO PURCHASE**

BID AMOUNT \$ \_\_\_\_\_

EARNEST MONEY DEPOSIT      —      \$ \_\_\_\_\_  
(include check for this amount)

TOTAL BALANCE DUE FOR  
PURCHASE PRICE                      =      \$ \_\_\_\_\_

The Bid Amount indicated above is hereby submitted for the purchase of the Property. Upon written acceptance of this Bid Form and Sales Agreement by the STATE OF OREGON, by and through its DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "State," the undersigned as bidder, hereinafter referred to as "Purchaser," agrees to purchase the Property on the terms and conditions in the "Terms of Sale" set forth below, with the Bid Amount being the Purchase Price for the Property.

Accompanying this Bid Form and Sales Agreement is an Earnest Money Deposit in the form of a cashier's check payable to the Oregon Department of Transportation, in the amount of the Earnest Money Deposit set forth above.

THE STATE RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS AT ANY TIME PRIOR TO ITS WRITTEN ACCEPTANCE OF THIS BID. If the State rejects this bid, it will return the Earnest Money Deposit to Purchaser, without any accrued interest.

## TERMS OF SALE

Purchaser agrees to purchase the Property from the State on the following terms and conditions:

1. The Purchase Price for the Property is:

\$\_\_\_\_\_ (Bid Amount)

2. Purchasers are submitting an Earnest Money Deposit with this Agreement in the amount of \$\_\_\_\_\_.  
IN THE EVENT THE STATE WITHDRAWS SALE OF THE PROPERTY AFTER A BID IS ACCEPTED, THE  
EARNEST MONEY DEPOSIT SHALL BE RETURNED TO PURCHASER WITHOUT ANY ACCRUED  
INTEREST.

3. Purchaser will purchase the Property on a ☐ Cash ☐ Contract basis.

### CASH PURCHASE

Purchaser will pay the State the balance of the Purchase Price (the Purchase Price less the Earnest Money Deposit) in the form of a cashier's check payable to the Oregon Department of Transportation, to be paid no later than \_\_\_\_\_.

The Property will be conveyed by Bargain and Sale Deed. The State will record the Deed only after the full Purchase Price has been paid and all other conditions of sale have been satisfied.

In the event Purchaser fails to pay the balance of the Purchase Price due in the time specified, all rights of Purchaser in the Property shall cease and all right, title and interest in said real property shall continue to remain vested in the State, free of any claim or equity in the undersigned Purchaser or those claiming through Purchaser, and the State shall retain the Earnest Money Deposit and any interest thereon.

\_\_\_\_\_ (**Purchaser's Initials**)

Unless and until the Bargain and Sale Deed is executed, Purchaser acquires no right, title, interest or equity in or to the Property and may not take possession of the Property.

### CONTRACT PURCHASE

~~State and Purchaser shall enter into a Land Sale Contract in the State's standard form for the purchase of the Property. The State may record the executed Land Sale Contract or a memorandum thereof.~~

~~Interest under the Land Sale Contract shall be \_\_\_\_\_% per year. Monthly payment will calculate based on a \_\_\_\_\_ year amortization, with the entire unpaid balance due within \_\_\_\_\_ year(s).~~

~~Unless and until the Land Sale Contract is executed, Purchaser acquires no right, title, interest or equity in or to the Property and may not take possession of the Property.~~

4. THE PROPERTY DESCRIBED IN THIS INSTRUMENT MAY NOT BE WITHIN A FIRE PROTECTION DISTRICT PROTECTING STRUCTURES. THE PROPERTY IS SUBJECT TO LAND USE LAWS AND REGULATIONS THAT, IN FARM OR FOREST ZONES, MAY NOT AUTHORIZE CONSTRUCTION OR SITING OF A RESIDENCE AND THAT LIMIT LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, IN ALL ZONES. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2010. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO VERIFY THE EXISTENCE OF FIRE PROTECTION FOR STRUCTURES AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

5. The State will convey and Purchaser will acquire the Property AS IS, with all defects, if any. The State will convey only such right, title and interest in the Property as is now vested in the State. Conveyance will be by Bargain and Sale Deed in the State's standard form and will be subject to (a) all standard conditions, restrictions and reservations contained therein, (b) all conditions, restrictions and reservations contained within the Land Sale Contract, if applicable; and (c) the following conditions:

- Property is to be sold "AS IS."
- The Oregon Transportation Commission's use restrictions on signboards.
- The Oregon Transportation Commission's use restrictions on all types of junkyards.
- Noise and Air Pollution clause.
- Special Assessments, existing restrictions, reservations, and easements, if any.
- Subject to the rights of any utilities located within said property and further subject to the rights of said existing facilities, if any there be, to operate, reconstruct, and maintain their utility facilities presently located within said property.
- Property shall not be used for the operation of any garbage dump or landfill.
- Access to CRATER LAKE Highway is completely restricted.
- Non-Discrimination clause.
- Letter of Agreement (LOA) to be secured between ODOT District 8 and City of Central Point. The purpose of the LOA is to secure access needs for ODOT to maintain a mitigation area, known as Peninger Road riparian planting, located in the northerly area of 37S-2W-02D Tax Lot 400. ODOT will retain access to fill the water tanks and to maintain and monitor the irrigation lines and plantings through December 31, 2026, or until the mitigation requirements are met.

6. Unless specifically provided for herein, **the State will not provide title insurance**. If Purchaser wishes to obtain title insurance or use an escrow agent in connection with the purchase of the Property, Purchaser may do so at Purchaser's sole expense.

7. Any real property taxes shall be prorated to the date of recording or other date agreed upon by the State and Purchaser.

*[remainder of this page intentionally left blank]*

**PURCHASER'S BID SUBMISSION (if applicable) AND ACCEPTANCE OF TERMS OF SALE**

\_\_\_\_\_  
(PRINT NAME OF PURCHASER)

\_\_\_\_\_  
(PRINT NAME OF ADDITIONAL  
PURCHASER)

**By:** \_\_\_\_\_  
(Signature of Purchaser)

**By:** \_\_\_\_\_  
(Signature of Additional Purchaser)

**Name:** \_\_\_\_\_  
(Print Name of Person Signing)

**Name:** \_\_\_\_\_  
(Print Name of Person Signing)

**Title:** \_\_\_\_\_  
(Print Title, if any, of Person Signing)

**Title:** \_\_\_\_\_  
(Print Title, if any, of Person Signing)

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PURCHASER CONTACT INFORMATION:**

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, ZIP

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address

**DEED INFORMATION:**

\_\_\_\_\_  
Please print name(s) exactly as it should be printed on Deed

\_\_\_\_\_  
Mailing Address for Tax Statements

\_\_\_\_\_  
City, State, ZIP

-----  
**STATE'S ACCEPTANCE OR REJECTION OF BID FORM AND SALES AGREEMENT**

- ☐ STATE Accepts  
☐ STATE rejects and submits Counteroffer  
☐ STATE rejects

**By:** \_\_\_\_\_  
STATE RIGHT OF WAY MANAGER

## Exhibit A

**EXHIBIT A** - Page 1 of 2

**File 10034A PM215A-016**

Drawing 1R-2-1253

May 17, 2024

### **To Be Sold**

A parcel of land lying in the Thomas Hopwood DLC No. 55, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Warranty Deed to the State of Oregon, by and through its State Highway Commission, recorded April 3, 1942 as Volume 235, Page 435 of the Official Records of Jackson County.

ALSO, a parcel of land lying in the Thomas Hopwood DLC No. 55, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Warranty Deed to the State of Oregon, by and through its State Highway Commission, recorded May 20, 1942 as Volume 236, Page 297 of the Official Records of Jackson County.

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ALSO, a parcel of land lying in the Isaac Constant DLC No. 56, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Warranty Deed to the State of Oregon, by and through its State Highway Commission, recorded April 12, 1942 as Volume 235, Page 572 of the Official Records of Jackson County.

ALSO, a parcel of land lying in the Isaac Constant DLC No. 56, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Warranty Deed to the State of Oregon, by and through its State Highway Commission, recorded May 16, 1942 as Volume 236, Page 240 of the Official Records of Jackson County.

EXCEPT therefrom a parcel of land lying in the Thomas Hopwood DLC No. 55 and the Isaac Constant DLC No. 56, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Deed to Jackson County, a political subdivision, recorded August 14, 1990 as Document Number 90-20436 of the Official Records of Jackson County.

ALSO EXCEPT therefrom a parcel of land lying in the Isaac Constant DLC No. 56, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Bargain and Sale Deed to M.C. Lininger and Sons, a partnership, recorded June 15, 1962 as Volume 527, Page 476 of the Official Records of Jackson County.

This parcel of land contains 19.84 acres, more or less.

REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

Digitally Signed 2024.05.17  
08:57:50 -07'00'

OREGON  
JULY 12, 2005  
LOGAN THOMAS MILES  
65452

EXPIRES: 12/31/2024

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING THAT BID FORM AND SALES AGREEMENT WITH OREGON  
DEPARTMENT OF TRANSPORTATION AND AUTHORIZING CITY MANAGER TO EXECUTE SAME**

**RECITALS:**

- A. The City has been maintaining the southern portion of the Bear Creek Greenway for over 40-years, with particular emphasis since the 2020 fires.
- B. ODOT has agreed to sell to City approximately 19.84 acres of land along the Bear Creek Greenway.
- C. The City desires to purchase said real property in order to allow the City to increase its maintenance levels along this property, and to utilize a portion of the property in the future as necessary for the planned Beebe Road extension project.

**THE CITY OF CENTRAL POINT RESOLVES AS FOLLOWS:**

SECTION 1. The Central Point City Council approves that Bid Form and Sales Agreement with Oregon Department of Transportation in the amount of \$71,400.00 in the form attached hereto as Exhibit "A", and authorizes the City Manager, or his designee, to execute same.

SECTION 2. The City Manager or his designee is authorized to execute any other documents necessary to effectuate the terms of the agreement, including a Letter of Agreement which would provide ODOT continued access to maintain a mitigation area adjacent to the subject property until December 31, 2026.

SECTION 3. This Resolution becomes effective immediately upon its passage.

Passed by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of September, 2025.

\_\_\_\_\_  
Mayor Hank Williams

ATTEST:

\_\_\_\_\_  
City Recorder

## PROPERTY MANAGEMENT APPRAISAL SPECIFICATIONS

TO:

DATE: 11/08/2024

FROM: Matt Samitore  
Assistant City Manager & Parks & Public Works Director  
City of Central Point  
140 South 3rd Street  
Central Point, OR 97502  
541-664-3321 ext. 205  
Matt.samitore@centralpointoregon.gov

File No: PM215A-016 / 10034  
Name: ODOT Bear Creek Parcel  
Section: Eagle Point – Medford  
Highway: Crater Lake  
County: Jackson

The following are the specifications upon which your appraisal of the property herein described is to be based. Any assumptions or limiting conditions contrary to these specifications are null and void.

- (1) **Format:** The appraisal report is to be submitted on forms supplied by or in the format specified by the State Department of Transportation in "The Guide to Appraising Real Property". It appears that the most logical form to use is:

☐ Property management - form RPT 19      ☒ full detailed appraisal – form RPT 20  
or narrative report  
☐ Other

- (2) **Description:** The appraisal is to be based precisely on the areas specified in Property Description - Exhibit "A", dated 05/17/2024 and is included in the supporting documents. ODOT Legal Description states 19.84 acres.  
{Per Matt Samitore at City of Central Point, the property south of E. Pine was annexed into the City of Central Point in 1993 and was zoned Tourist and Office Professional (C-4). In 1999, City of Central Point re-zoned this section of the property to Bear Creek Greenway (BCG).}

- (3) **Subject Property Description and Documentation.** Photos, sketches, plot plans and other descriptive material depicting the subject property including the improvements thereon.

- (4) Appraiser is to determine and address the property's **Highest and Best Use** through consideration of the property's **Independent Value** (stand-alone) **-and- Assemblage Value** (the contributory value it would have if it were assembled with an adjacent property). The assemblage value **could** either be **Across the Fence Value** (equivalent unit value to adjoining property) or **Excess Land Value** (a lesser unit value when assembled to the adjoining property), whichever is more appropriate. **If the highest and best use is found to be assemblage, the reported value is to be based on assemblage to the most appropriate adjoining property(s).** Appraiser must also address the valuation methods not used in the report and their reasoning for not using them.

- (5) Existing easements and/or other encumbrances (both of record and observed) and their effect on the value of the property are to be addressed by the appraiser. (**City of Central Point will provide Preliminary Title Report.**) Please note, the subject property does not fall within any Oregon Land and Water Conservation Fund (LWCF) 6F boundaries. This has been verified with OPRD.

- (6) **Access:** Access to Crater Lake Highway is completely restricted. The property is bisected by E. Pine Street. The property north of E. Pine Street has access from Beebe Road (county road). The property south of E. Pine Street has **no** vehicular access. Pedestrian access only.

- (7) **Valuation Approach.** Unless specified otherwise below, the valuation of the subject shall be based upon the Market Data Approach only. If utilization of an approach not specified will provide significant substantiation for the final conclusion of value, or if there is insufficient comparable market data available to establish a reliable indication of value by exclusive use of the market approach, the State Property Management Section should be consulted. Arrangements should then be made to obtain a modification of the appraisal specifications.

- (8) **Documentation Standards.** The level of documentation shall be in compliance with Chapter 5 of the Oregon Department of Transportation Right of Way Manual and the Oregon Department of Transportation "Guide to Appraising Real Property". Failure to meet these criteria is grounds for rejection of the appraisal.

- (9) **Due Date.** The individual appraisal (s) is/are due on the date indicated. Unless an extension of time is authorized, Due date: TBD.

- (10) **Special Conditions.** The following special conditions apply to the subject property and are to be specifically addressed in the appraisal report: ODOT to be included as intended user of the appraisal report.

- (11) **Compliance Certification.** Sign a copy of these specifications and attach it to the original of your report as an acknowledgement that your appraisal has been made in accordance with the above specifications.

I hereby represent that this assignment has been completed, the arithmetic checked, and the report submitted herewith in accordance with the foregoing specifications. I certify that I have no direct or indirect, present or contemplated future personal, financial or family interest in the subject property, nor will I in any manner benefit from the appraisal thereof such as to constitute a conflict of interest. I further agree to disclose any personal interest that I have, or that I later acquire, in any other properties within the zone of immediate influence of the highway project involved until such time as that project has been completed.

Date \_\_\_\_\_

Appraiser \_\_\_\_\_

Last revision: 2/17/23

**To Be Sold**

A parcel of land lying in the Thomas Hopwood DLC No. 55, Township 37 South, Range 2 West, W.M., Jackson County, Oregon and being that property described in that Warranty Deed to the State of Oregon, by and through its State Highway Commission, recorded April 3, 1942 as Volume 235, Page 435 of the Official Records of Jackson County.

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This parcel of land contains 19.84 acres, more or less.

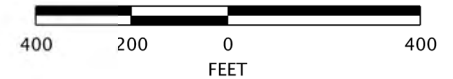
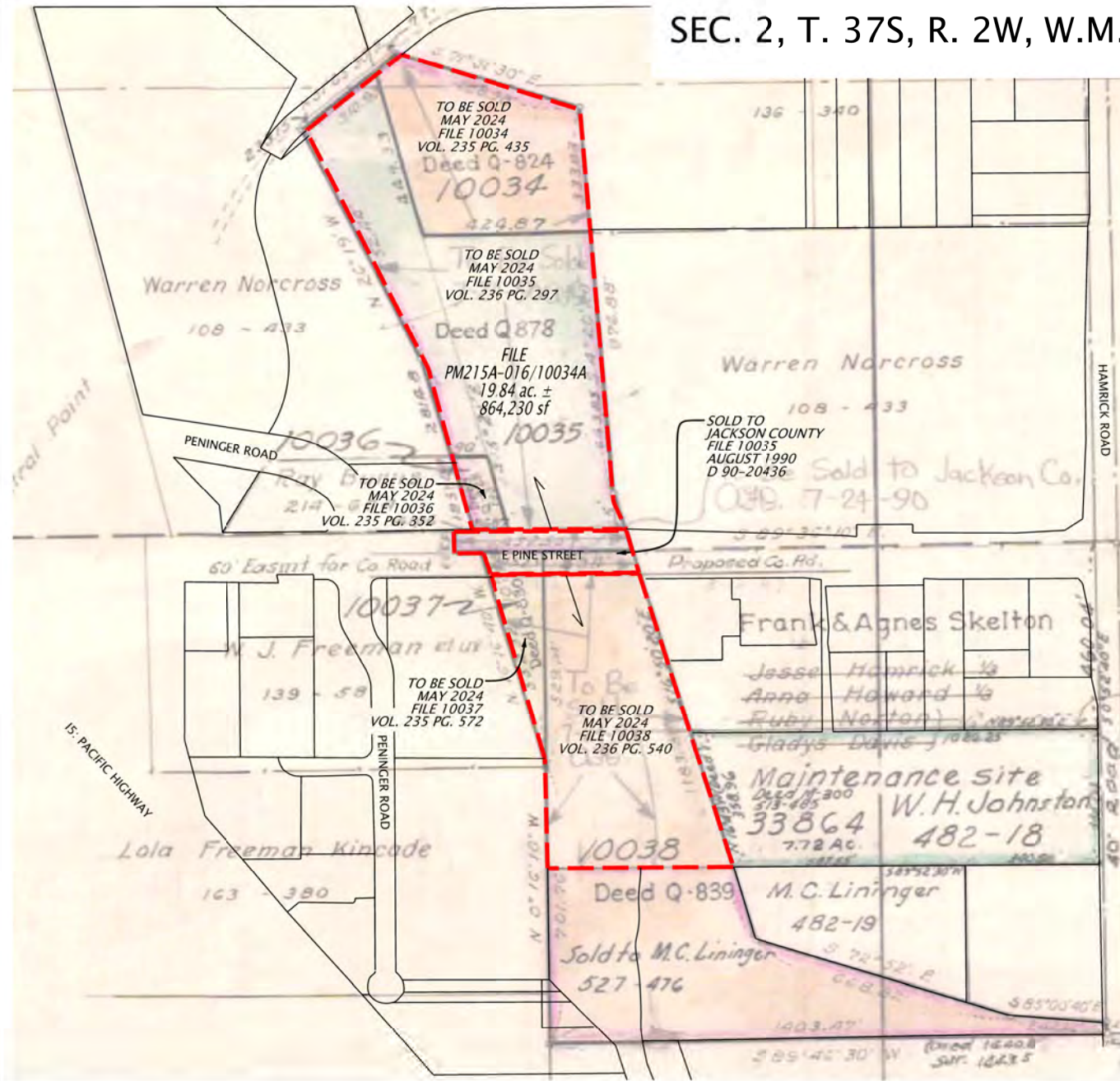
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PROFESSIONAL  
LAND SURVEYOR

Digitally Signed 2024.05.17  
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OREGON  
JULY 12, 2005  
LOGAN THOMAS MILES  
65452

EXPIRES: 12/31/2024

# SEC. 2, T. 37S, R. 2W, W.M.



## ACTIVE DRAWING

THIS DRAWING SHOWS THE PROPOSED  
R/W TO BE SOLD. NOT TO BE  
INCLUDED WITH THE DEED

SUBJECT TO CHANGE

OREGON DEPARTMENT OF TRANSPORTATION



**RIGHT OF WAY  
ENGINEERING  
SKETCH MAP**

SECTION

OR 62: EAGLE POINT – MEDFORD SECTION

HIGHWAY

CRATER LAKE

COUNTY

JACKSON

PURPOSE

SURPLUS SALE

SCALE

1" = 400'

DATE

MAY, 2024

FILE

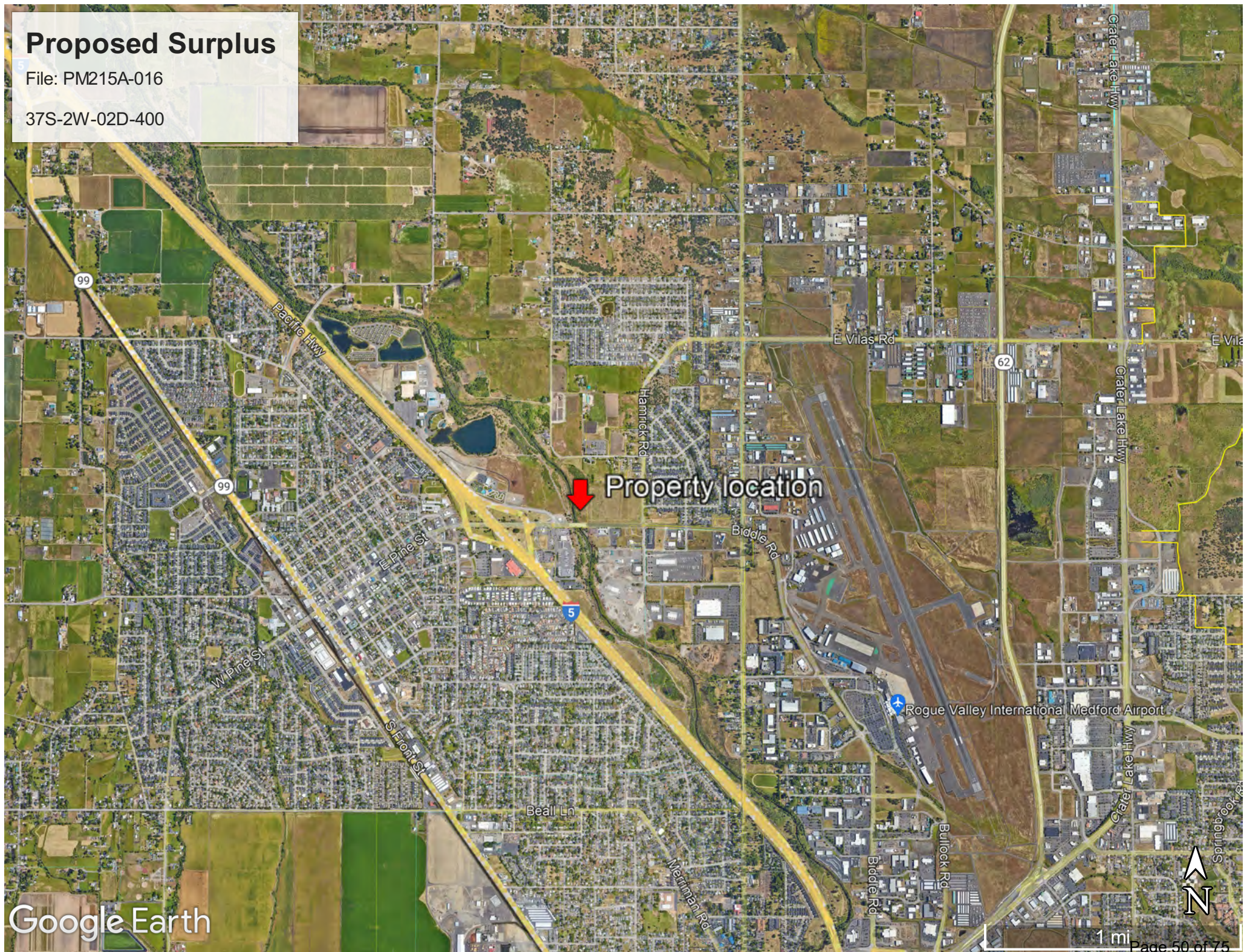
PM215A-016/10034A

SEE DRAWING 1R-2-1253

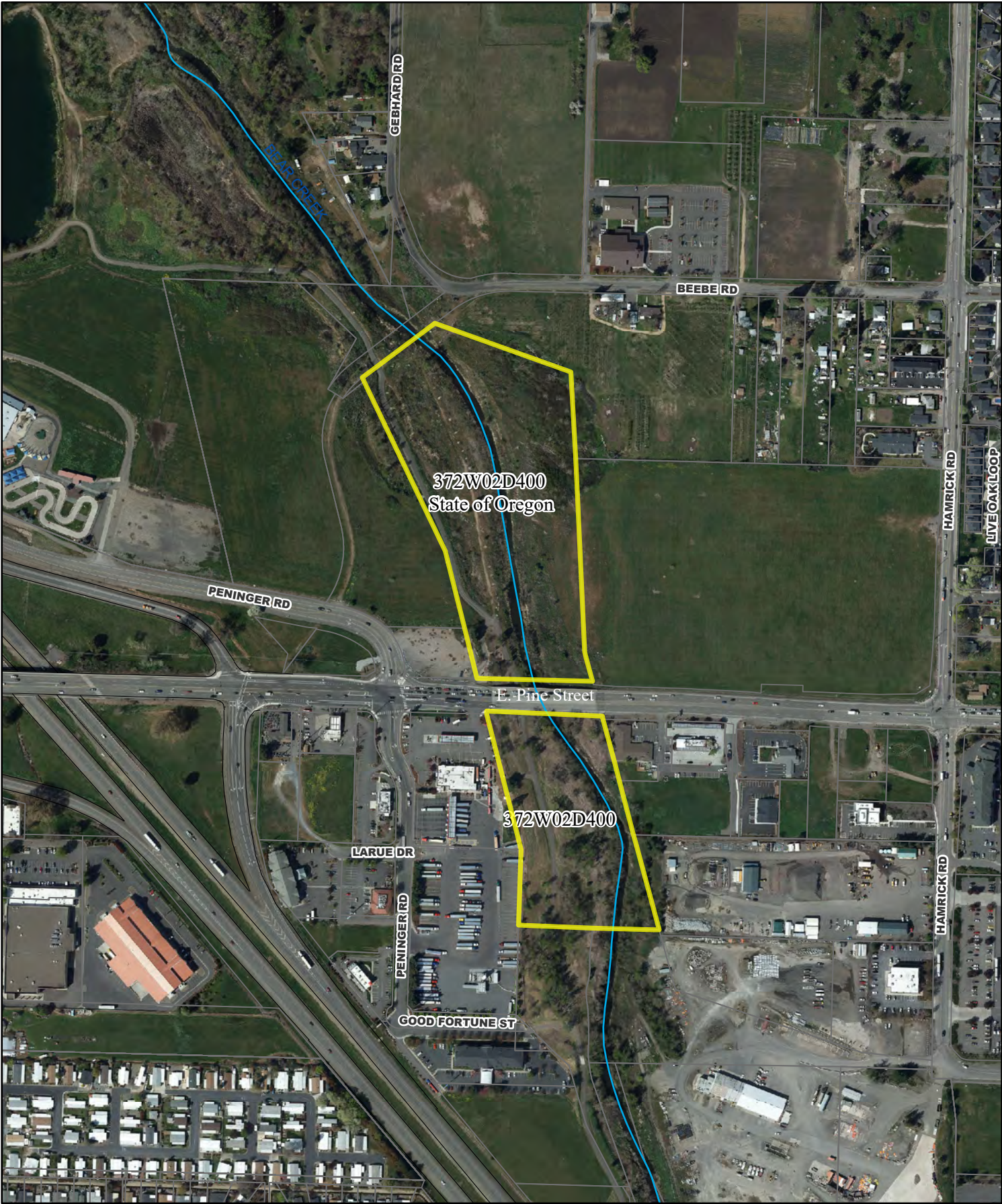
# Proposed Surplus

File: PM215A-016

37S-2W-02D-400



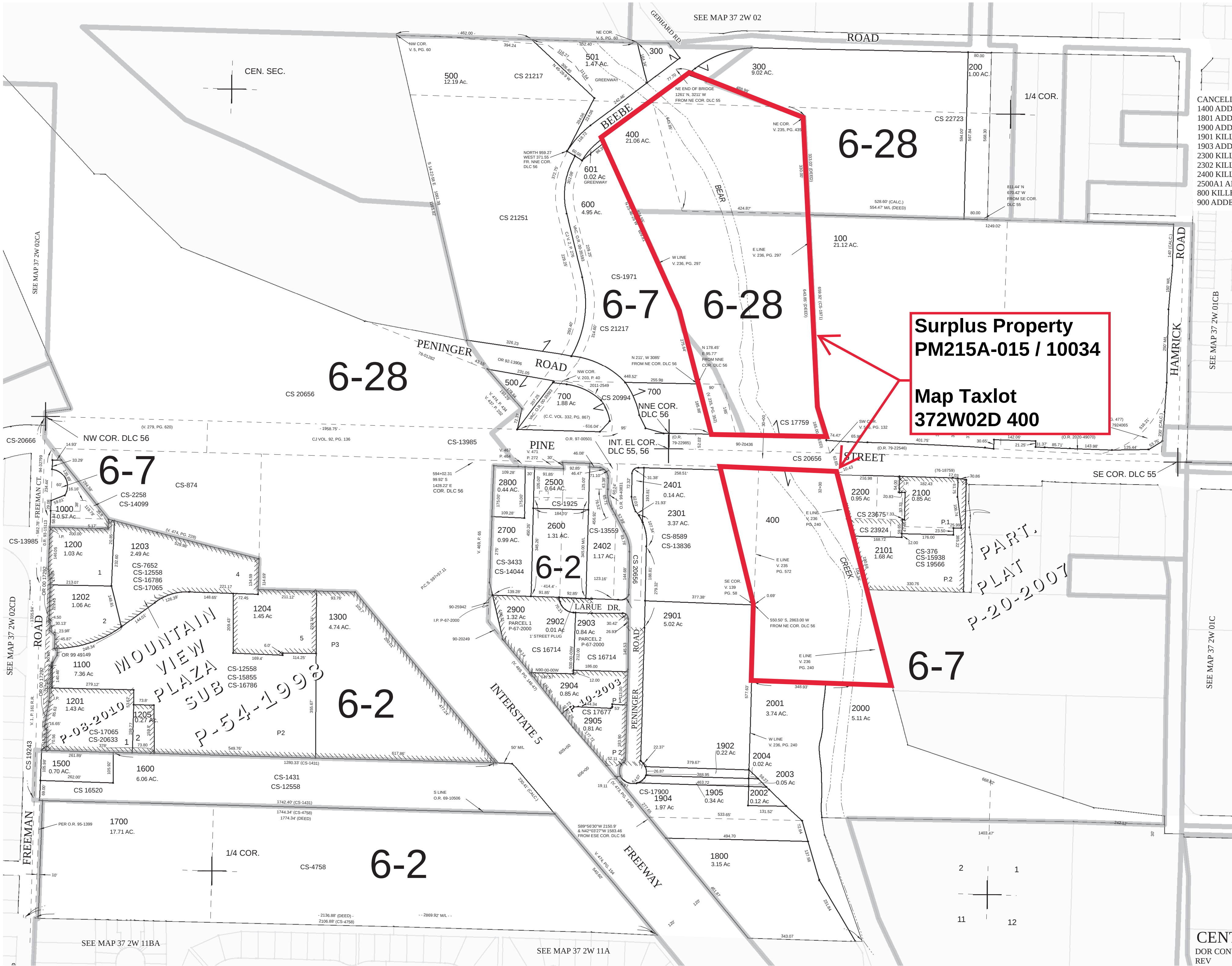
Google Earth



\*Surplus property outlined in yellow

City of Central Point  
Jackson County  
Oregon





CANCELLED TAX LOT NUMBERS  
1400 ADDED TO 1200  
1801 ADDED TO 2001  
1900 ADDED TO 2001  
1901 KILLED TO STREET  
1903 ADDED TO 2905  
2300 KILLED TO STREET  
2302 KILLED TO STREET  
2400 KILLED TO STREET  
2500A1 ADDED TO 2500  
800 KILLED TO STREET  
900 ADDED TO 1000

**Surplus Property  
PM215A-015 / 10034**  
**Map Taxlot  
372W02D 400**

PART.  
PLAT  
P-20-2007



439-24-00299-ZON

03/08/2024

Land Use Compatibility

37-2W-02D-400

ZONING: **Exclusive Farm Use**

RECORD NO: **439-24-00299-ZON**

PROCESS: **Type I Permit**

PROJECT NAME: **LUCS**

ASSIGNED STAFF:

RECEIVED DATE: **02/15/2024**

SITE ADDRESS: **0 BEEBE RD**

Owners

OREGON STATE OF

, 0

Record Detail Description

ODOT - Land Division Status of Property

Contacts

Julie Zenev  
23500 NW Stewart ParkwayRoseburg, OR 97470-1687  
Julie.L.ZENEV@odot.oregon.gov  
541-817-3383

OREGON STATE OF

, 0



# Oregon

Tina Kotek, Governor

RECEIVED

MAR 08 2024

JACKSON COUNTY  
PLANNING *ER*

Department of Transportation

Region 3 Right of Way  
3500 NW Stewart Parkway  
Roseburg, OR 97470-1687  
Phone: (541) 957-3559  
Toll Free: (888) 769-7343

February 12, 2024

Jackson County  
Attn: Planning Department  
10 S. Oakdale Avenue  
Medford, OR 97501

RE: Land Division Status of Property to Be Sold by ODOT

File No.: PM215A-016

Dear Sir or Madam:

ODOT plans to sell the property described in the attached exhibit(s). One step in our sale process is to verify with the local jurisdiction whether or not the property is a lawfully established unit of land. **Please check one of the following boxes:**

1. The subject property is a lawfully established unit of land;
  - ☐ Created by a legally approved partition, subdivision, or other land division process.
  - ☐ Divided by an acquisition of right of way for a state highway and may be sold as a lawfully established unit of land. See ORS 92.010(9).
  - ☒ Created by deed or land sales contract before there were applicable subdivision or partition ordinances; and, thus, it has "grandfather rights" is an individual piece of property and may be sold as such.
2. ☐ The subject parcel is not a lawfully established unit of land.

**Please sign this letter on page two and return it to me within 30 days. My mailing address is in the letterhead above, and my phone and email are included below. Alternatively, if your jurisdiction requires that this information be requested using a specific form, please send me the form and let me know the applicable filing fee and other submission requirements, if any.**

Thank you,

Julie Zenev  
Right of Way Agent  
Tel.: (541) 817-3383  
Fax: (541) 672-5363

Additional Comments From City of Central Point:

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Jackson County

~~City of Central Point~~ Information Provided By:

Francisco Hernandez  
Signature

Francisco Hernandez  
Printed Name

Planner III  
Title

541-774-6901  
Phone Number

JCPlanning@jacksoncounty.or.gov  
E-mail Address



# Oregon

Tina Kotek, Governor

## Department of Transportation

Region 3 Right of Way  
3500 NW Stewart Parkway  
Roseburg, OR 97470-1687  
Phone: (541) 957-3559  
Toll Free: (888) 769-7343

February 12, 2024

City of Central Point  
Attn: City of Central Point  
140 South 3rd Street  
Central Point, OR 97502

RE: Land Division Status of Property to Be Sold by ODOT

File No.: PM215A-016

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1. The subject property is a lawfully established unit of land;
  - ☐ Created by a legally approved partition, subdivision, or other land division process.
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Julie Zenev  
Right of Way Agent  
Tel.: (541) 817-3383  
Fax: (541) 672-5363

Additional Comments From City of Central Point:

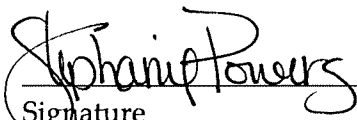
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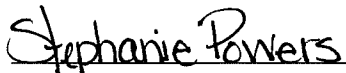
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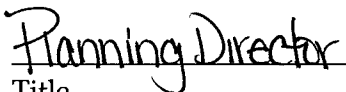
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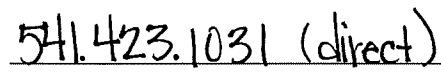
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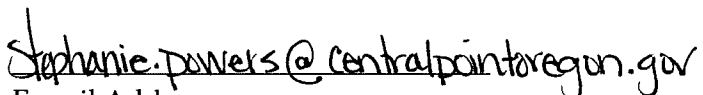
City of Central Point Information Provided By:

  
Signature

  
Printed Name

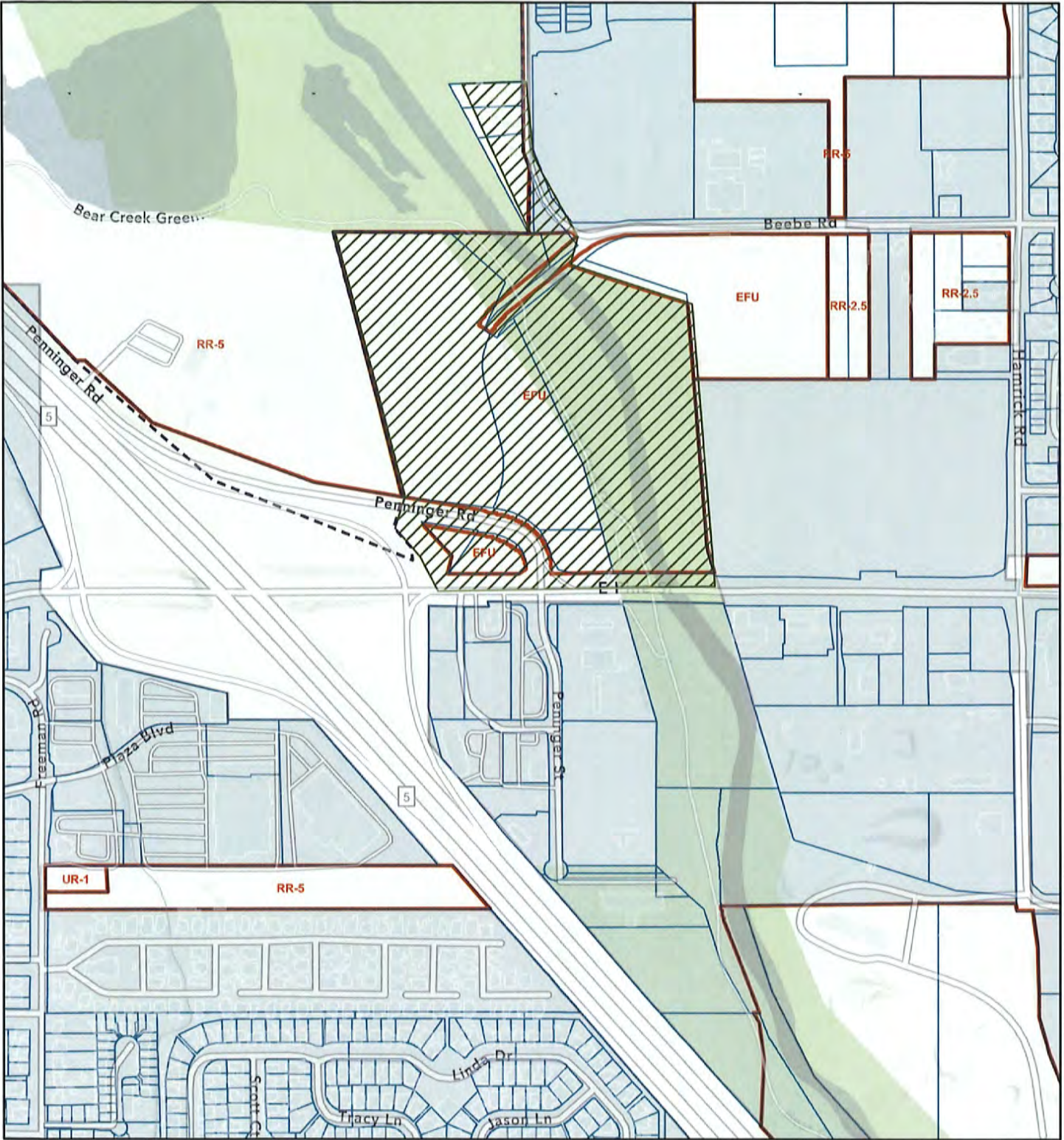
  
Title

  
Phone Number

  
E-mail Address

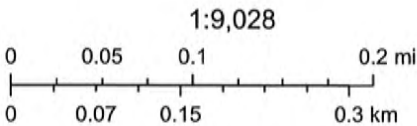


# Jackson County Development Overlays



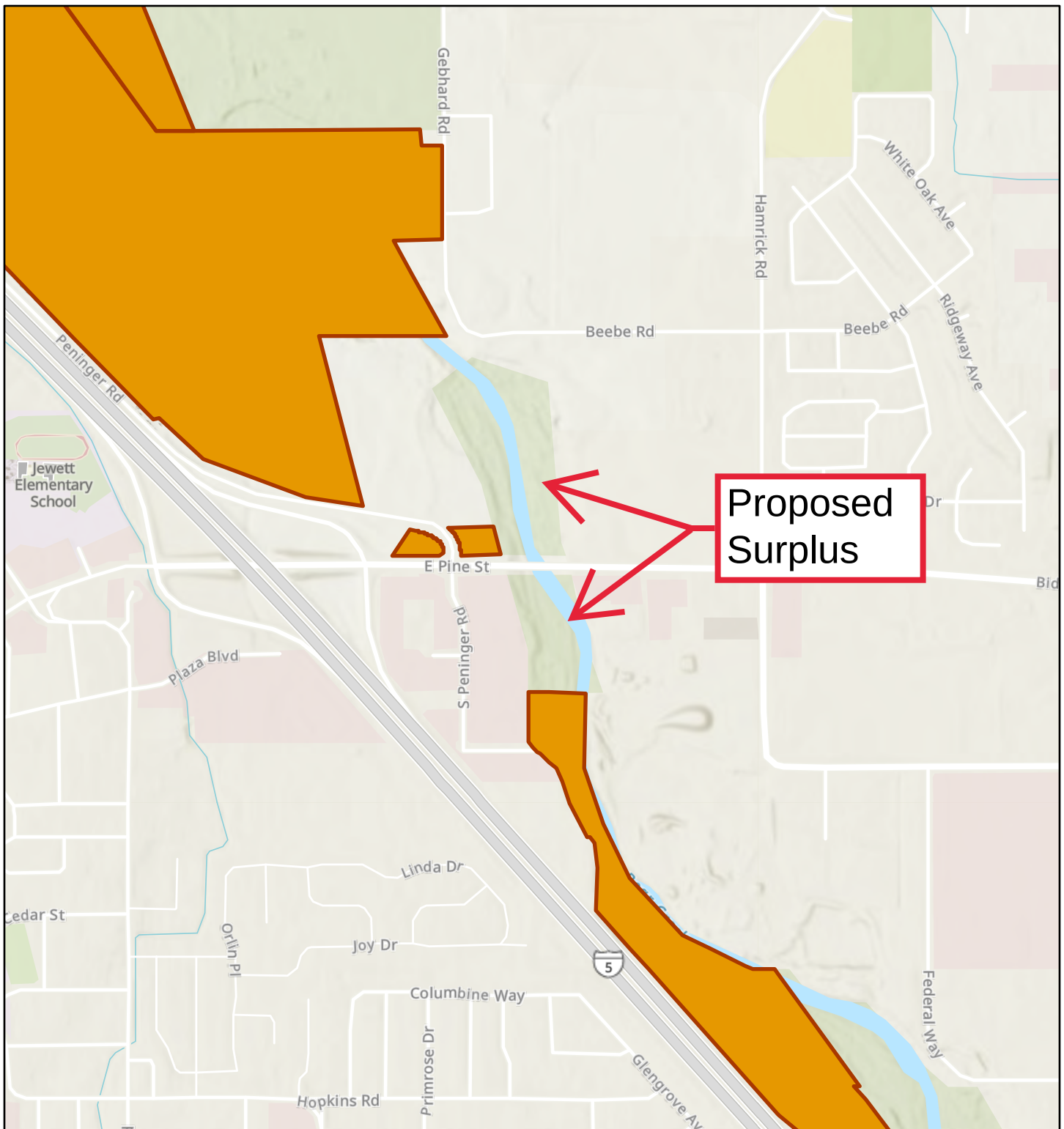
2/9/2024, 12:49:55 PM

- World Hillshade
- Urban Growth Boundary
- County Boundary
- Tax Lots
- Urban Reserves
- City Limits
- County Zoning
- Bear Creek Greenway Area



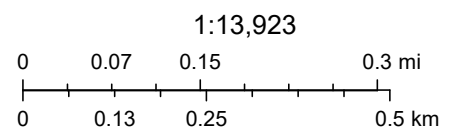
Esri Community Maps Contributors, County of Jackson, OR, Oregon State Parks, State of Oregon GEO, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS, Esri, NASA, NGA, USGS, FEMA

# LWCF 6F Boundary Map



11/6/2024

Proposed surplus property does not fall within any Oregon Land and Water Conservation Fund (LWCF) 6F boundaries.



Esri, NASA, NGA, USGS, FEMA, Esri Community Maps Contributors, City of Medford, County of Jackson, OR, Oregon State Parks, State of Oregon GEO, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFWS



# Oregon

Tina Kotek, Governor

**Department of Transportation**  
Region 3 Geo/Environmental/Hazmat Unit  
3500 NW Stewart Parkway  
Roseburg, Oregon 97470  
Phone (541) 957-3500  
Email: [brian.mcmullen@odot.oregon.gov](mailto:brian.mcmullen@odot.oregon.gov)  
[tim.doyle@odot.oregon.gov](mailto:tim.doyle@odot.oregon.gov)

To: Jessica Bochart  
Geo/ Environmental/ HazMat Manager  
Oregon Department of Transportation  
100 Antelope Road  
White City, Oregon 97503

Date: July 19, 2023

From: Region 3 Hazardous Materials Group  
3500 NW Stewart Parkway  
Roseburg, Oregon 97470

Subject: Surplus Property Request – Bear Creek Greenway PM215A-016 Hazardous

The property in review for sale is in Jackson County, Oregon at 37S-2W-02D-400 (See Figure 1). Bear Creek runs south to north through the entire property and East Pine Street divides the 20.59-acre tax lot into a north section of 13.74 acres and south section of 6.85 acres. Oregon Department of Transportation (ODOT) formally Oregon Highway Division purchased the property in 1942 for the purpose of developing a gravel pit, quarry, and materials storage site according to the purchase document notes. ODOT did not own or operate any USTs on the property, and records show only minor quarry investigation was ever performed on the property.

ODOT Hazmat performed a site visit on July 19, 2023 to confirm areal investigation and found that the site hosts a portion of the Bear Creek Greenway bike path and also observed multiple utilities running within the property.

This memo cannot be used as an environmental site assessment. Potentials buyers are responsible for their own due diligence.

Signature:

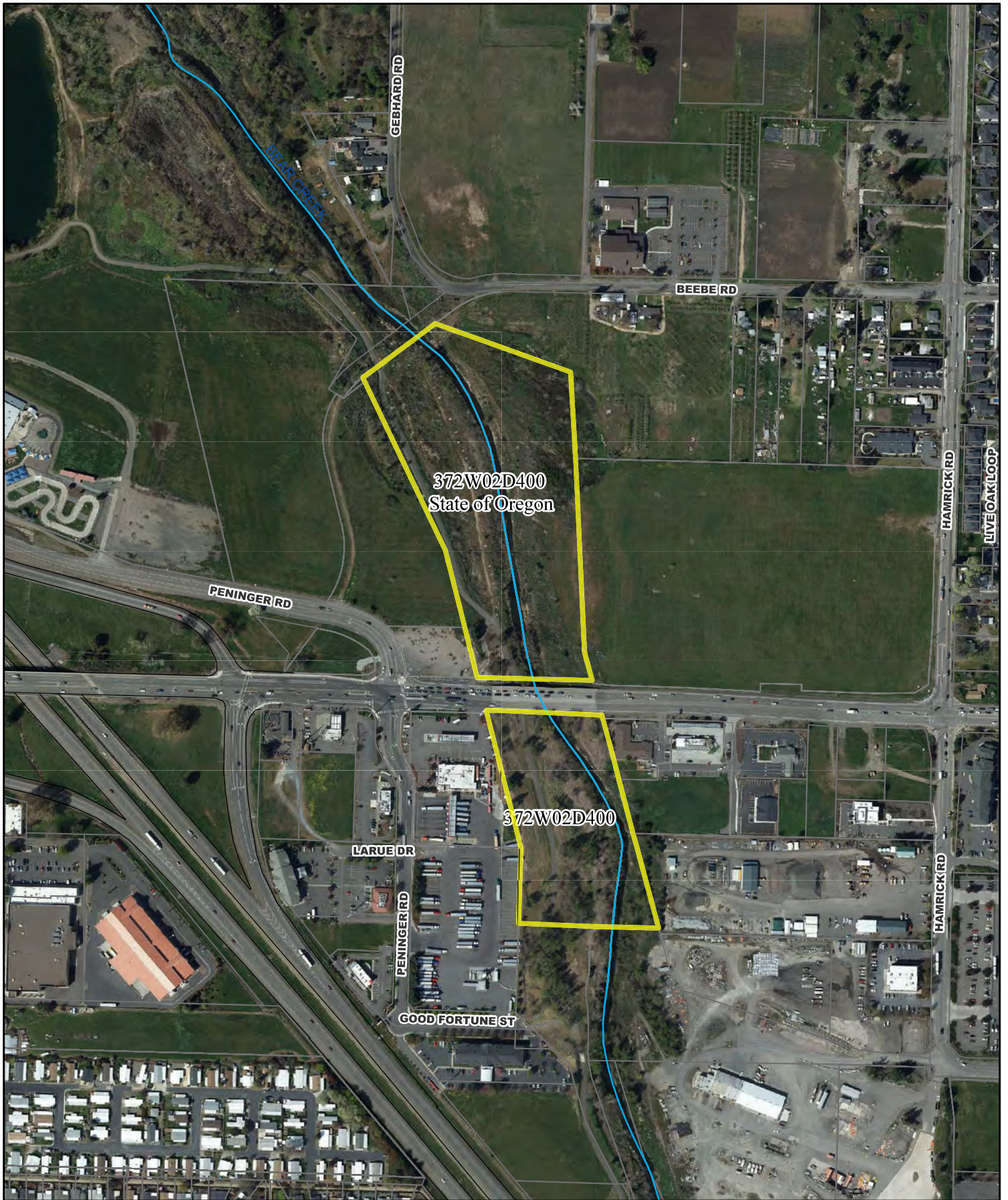
**MCMULLEN Brian**

Digitally signed by MCMULLEN  
Brian  
Date: 2023.07.19 17:30:36 -07'00'

Brian McMullen R.G. (HazMat Geologist)

CC: Terry Luecher (Environmental Program Coordinator)

FIGURE 1  
Property Location Map





**DEPARTMENT:** Administration

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Chris Clayton, City Manager

**SUBJECT:** Resolution Identifying LOC Voting Delegate

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**SUMMARY AND BACKGROUND:**

The League of Oregon Cities ("LOC") is a consolidated department of Oregon's 241 incorporated cities which was founded in 1925 to be, among other things, the go-to place for and about cities and a dynamic resource hub for advocacy, education, and best practices. Each year, the LOC holds an annual business meeting wherein an election is held to consider and fill vacancies on the LOC's Board of Directors and if applicable, other items for consideration including but not limited to amendments to the LOC's governing documents.

The LOC annual business meeting is scheduled to occur on October 4, 2025. In order for a the City's member to participate in telephonic or electronic voting during the LOC's annual business meeting, the City Council must appoint its voting delegate and an optional alternate voting delegate via a written resolution. In order to meet the September 24, 2025, deadline to appoint voting delegates, the City has registered the Mayor as its delegate and the City Manager as its alternate. However, adoption of this Resolution is necessary to effectuate that appointment. A copy of this resolution must be provided to the LOC's Executive Director, or General Counsel.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

The LOC General Counsel has agreed to extend the September 24 deadline, provided that a copy of the approved Resolution is sent no later than Friday, September 26, 2025.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**ATTACHMENTS/EXHIBITS:**

1. Reso Appointing LOC Voting Delegate

**STAFF RECOMMENDATION:**

Make a motion to approve Resolution.

**RECOMMENDED MOTION:**

I move to approve Resolution No. \_\_\_\_\_, a Resolution identifying a voting delegate and one alternate voting delegate to represent the City at the League of Oregon Cities 2025 Annual Business Meeting.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION IDENTIFYING A VOTING DELEGATE AND ONE ALTERNATE VOTING DELEGATE  
TO REPRESENT THE CITY AT THE LEAGUE OF OREGON CITIES 2025 ANNUAL BUSINESS  
MEETING**

WHEREAS, the League of Oregon Cities ("LOC") is a consolidated department of Oregon's 241 incorporated cities which was founded in 1925 to be, among other things, the go-to place for and about cities and a dynamic resource hub for advocacy, education, and best practices; and

WHEREAS, each year, the LOC holds an annual business meeting wherein an election is held to consider and fill vacancies on the LOC's Board of Directors and if applicable, other items for consideration including but not limited to amendments to the LOC's governing documents.

WHEREAS, the LOC annual business meeting is scheduled to occur on October 4, 2025.

WHEREAS, any member city wishing to participate in telephonic or electronic voting during the LOC's annual business meeting must appoint its voting delegate and an optional alternate voting delegate via a written resolution adopted by its city's governing body.

WHEREAS, a copy of this resolution must be provided to the LOC's Executive Director, or General Counsel.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF CITY OF CENTRAL POINT, OREGON, THAT:

SECTION 1. The City Council of Central Point, Oregon, wishes to appoint the following designated individuals as its voting delegate and alternate voting delegate:

Voting delegate: Mayor Tanea Browning  
541.890.8377 [tanea.browning@centralpointoregon.gov](mailto:tanea.browning@centralpointoregon.gov)

Alternate delegate: City Manager Chris Clayton  
541.664.3321 [chris.clayton@centralpointoregon.gov](mailto:chris.clayton@centralpointoregon.gov)

SECTION 2. This Resolution becomes effective immediately upon its passage.

**PASSED** by the Council and signed by me in authentication of its passage this 25th day of September, 2025.

\_\_\_\_\_  
Mayor Tanea Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Administration

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Chris Clayton, City Manager

**SUBJECT:** Resolution Revising Parks CIP

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**SUMMARY AND BACKGROUND:**

Oregon Revised Statutes Chapter 223 and Central Point Municipal Code (CPMC) Chapter 11.12 authorize collection of system development charges for parks and recreation. ORS 223.309(2) and CPMC 11.12.080 provide that a local government that has prepared a capital improvement plan may modify the plan and list at any time. The City's Parks and Recreation Capital Improvements Plan has not been updated since 2010.

The Parks and Recreation Element of the City's Comprehensive Plan, Map 5, identifies a future regional park in the approximate location of the Moore Family Fields (the "Fields"). Although the Fields are currently outside the City's Urban Growth Boundary, they are within the City's Urban Reserve. The Fields are approved for a Goal 11 Exception for sewer service, and is currently served by City Water. A high percentage of Little League users are residents of the City of Central Point, and/or its surrounding Urban Growth Boundary.

Staff recommends including the Little League in the Parks and Recreation Capital Improvements Plan as it expands the City's Parks and Recreation Capacity. Although not currently within the UGB or City limits, a finding could be made that there is a nexus between development and capital improvement of this park as: a) the Fields are within the Urban Reserve Area; b) the Fields are shown as a future regional park of the City; c) a high percentage of users of the Fields are Central Point residents or residents of the City's Urban Growth Area; d) the Fields are currently served by sewer and City water; and e) the Fields are located within an area that the City is intending to expand in the near future.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

The City has funds budgeted for the Central Point Little League Fields project in the FY 2025–2027 Biennial Budget. Appropriations exist in both the City's **Capital Improvement Fund** (Park System Development Charges) and the **General Fund – Parks Department**.

It is staff's preference to utilize **System Development Charges (SDC)** for this project. SDC revenues are restricted by law and may only be used for eligible, capacity-increasing projects. In the opinion of staff, the proposed improvements to the Little League Fields meet this standard, as they expand the City's overall parks and recreation capacity and serve a high percentage of Central Point residents. Using restricted revenues first allows the City to preserve **unrestricted General Fund resources** for other operational and capital needs.

Based on current project estimates, it appears that the budgeted SDC allocation will be sufficient to fund the City's contribution without drawing upon General Fund appropriations. Accordingly, staff is recommending an amendment to the Parks Capital Improvement Plan to formally recognize this project as SDC-eligible and authorize expenditure of the budgeted SDC funds.

This approach ensures compliance with state SDC requirements, maintains prudent use of General Fund resources, and aligns with the Comprehensive Plan's identification of this site as a future regional park facility.

#### **LEGAL ANALYSIS:**

Neither ORS 223 or CPMC 11.12 expressly prohibit expenditure of SDCs for areas outside City limits. While such an expenditure is less common, other parks districts within the state have expended SDC funds for park improvements, such as Bend, although the circumstances are slightly different as those jurisdictions contain Parks Districts which service areas outside city limits. Here, staff believes that Council may amend the Parks and Recreation CIP upon finding that the improvements will expand the City's Parks and Recreation capacity and that there is a nexus between development and capital improvement of this park.

#### **COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Community Investment

GOAL 2 - Be a city filled with happy, healthy people who are thriving.

STRATEGY 2 – Through the land development process, foster the creation of “healthy neighborhoods” that provide safe, connected, and comfortable amenities for residents of all ages and abilities to walk, cycle, play, and access community destinations. (Active lifestyles that include people of all abilities are foundational to health and wellbeing).

STRATEGY 5 – Plan, design, build, and maintain a comprehensive system of sustainable facilities, trails, and park spaces, (setting the highest standards) to provide attractive places people will use and enjoy. Acquire additional lands for active and passive recreation use based on current deficiencies and public demands created by increasing population or the environmental and recreational significance of the area. (Be mindful of the budget and plan trail locations).

STRATEGY 7 – Maintain parks and facilities at the highest possible levels to encourage a sense of community pride and ownership.

#### **ATTACHMENTS/EXHIBITS:**

1. RESO Revising Parks SDC CIP Final

**STAFF RECOMMENDATION:**

Make a motion to approve Resolution.

**RECOMMENDED MOTION:**

I move to approve Resolution No. \_\_\_\_\_, a Resolution revising the Parks and Recreation Capital Improvements Plan.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION REVISING THE PARKS AND RECREATION CAPITAL IMPROVEMENTS PLAN**

**RECITALS:**

- A. Oregon Revised Statutes Chapter 223 and Central Point Municipal Code (CPMC) Chapter 11.12 authorize collection of system development charges for parks and recreation.
- B. ORS 223.309(2) and CPMC 11.12.080 provide that a local government that has prepared a capital improvement plan may modify the plan and list at any time.
- C. The Parks and Recreation Element of the City's Comprehensive Plan, Map 5, identifies a future regional park in the approximate location of the Moore Family Fields (the "Fields").
- D. Although the Fields are currently outside the City's Urban Growth Boundary, they are within the City's Urban Reserve.
- E. The Fields were approved for a Goal 11 Exception for sewer service, and is currently served by City Water.
- F. A high percentage of Little League users are residents of the City of Central Point, and/or its surrounding Urban Growth Boundary.
- G. The City's Parks and Recreation Capital Improvements Plan has not been updated since 2010. Council finds that it is in the public interest to add the Fields to the Parks and Recreation Capital Improvement Plan to allow future funding of the Phase 3 and Phase 4 work within the Fields.
- H. Council finds that although the Fields are not currently within City limits, expansion and improvement of the Fields expands the City's Parks and Recreation capacity and there is a nexus between development and capital improvement of this park as: a) the Fields are within the Urban Reserve Area; b) the Fields are shown as a future regional park of the City; c) a high percentage of users of the Fields are Central Point residents or residents of the City's Urban Growth Area; d) the Fields are currently served by sewer and City water; and e) the Fields are located within an area that the City is intending to expand in the near future.

**THE CITY OF CENTRAL POINT RESOLVES AS FOLLOWS:**

SECTION 1. IMPROVEMENT PLAN. The City Council hereby adopts the amended Parks and Recreation Capital Improvements Plan pursuant to ORS 223.309(2) and Central Point Municipal Code Section 11.12.080, as contained in Exhibit A incorporated herein by reference. Said Exhibit defines the cost of projected capital improvements needed to increase the capacity of each park and lists the estimated cost, time, and percentage of costs eligible to be funded with revenues from the Parks Improvement Fee.

SECTION 2. This Resolution becomes effective immediately upon its passage.

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

\_\_\_\_\_  
Mayor Tanea Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Administration

**MEETING DATE:** September 25, 2025

**STAFF CONTACT:** Sydnee Dreyer, City Attorney

**SUBJECT:** Update on Annexations

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**SUMMARY AND BACKGROUND:**

In October 2024 Council was presented a report reviewing and analyzing the process, requirements, and potential benefits of annexing territories into the City. The report outlined each type of annexation processes, including Island Annexation, and Contract Annexation, along with the timing, requirements, and after-effects of such annexations. At that time, it was agreed that staff would continue to work with the City Surveyor to determine properties that could potentially be considered for annexation under the island annexation process.

As was discussed at that time, there are a number of benefits of annexation, including:

1. Economic Development: Annexation can promote economic growth, bring in commercial entities and expand the tax base;
2. Controlled Development: City jurisdiction allows for better planned and sustainable development according to the City's long-term goals;
3. Increased Services: Newly annexed areas may benefit from City services such as improved emergency services, road maintenance, and other utilities;
4. Policy Uniformity: Harmonizes regulations and zoning policies, allowing for more cohesive governance; and
5. Efficiency: Reduces jurisdictional confusion, streamlining administrative tasks like utility servicing, law enforcement, and emergency services.

Since beginning the work with the City's surveyor, several property owners advised that they would be willing to sign consents to annex and come in as voluntary annexations, including properties that may not have otherwise qualified as island annexations. Such voluntary annexations do not require a public hearing under state law, but under the City's code these are processed as Type IV hearings, with a hearing before the Planning Commission seeking a recommendation, and a second public hearing before Council.

Currently, there are three properties that desire to be processed as voluntary annexations. Staff intends to schedule a hearing before the Planning Commission in December to process the consents to annex, with a hearing before the City Council likely in January 2026. Once the voluntary annexations are resolved, staff would bring forward the remaining 2-3 properties for consideration under the island annexation process.

Attached to this report is a map depicting the properties that are eligible to be considered for island annexation, those that have signed consents to annex and those that are islands but do not meet the criteria for island annexation as the amount of right-of-way exceeds 25%.

## **PREVIOUSLY DISCUSSED/DECIDED:**

## **FINANCIAL ANALYSIS:**

## **LEGAL ANALYSIS:**

The City may annex property with or without the consent of a property owner where that property is surrounded by the corporate boundaries of the City. A property is an "Island" if it is: "surrounded by the corporate boundaries of the city, or by the corporate boundaries of the city and the corporate boundaries of another city, the ocean shore, a river, a creek, a bay, a lake or Interstate Highway 5...." However, if the subject property is bordered in part by public right of way (other than I-5) such right-of-way may not constitute more than 25% of the property's boundaries. If greater than 25% of the boundary is right of way (other than I-5) then the City cannot use the Island Annexation process. If the City seeks to annex an island, it must annex the entire "island" territory. Annexing a portion of the island is not permitted.

### **a) Process to Annex.**

The City may annex the territory pursuant to ORS 222.750 after holding at least one public hearing on the subject for which notice has been mailed to each record owner of real property in the territory proposed to be annexed. Consent of the owner or resident of the subject property is not required. The annexation may be by Ordinance or Resolution and is subject to referendum meaning that registered voters in City limits may seek to reject the Ordinance or Resolution by election, using the referendum process.

### **b) Timing for Annexation.**

For property zoned for, and in use as, residential at the time the annexation is initiated, the City must specify an effective date for the annexation that is not less than 3 nor more than 10 years from the date of the approval of the annexation. Within 60-days following approval of the annexation, the City recorder must record with the County a notice stating that the annexation is delayed and specify the effective date of such annexation. Additionally 90-120 days before the annexation takes effect, the City recorder must notify the County clerk of the annexation. If the property is sold during the period of delayed annexation, the property becomes part of the City immediately upon transfer of ownership. It is advisable to include such language in the notice recorded with the County.

### **c) Post Annexation Obligations.**

The City Recorder must notify all utilities, cooperatives, and carriers by certified mail within ten working days.

Any boundary changes must be reported to the county clerk and assessor.

City must notify the Oregon Department of Revenue.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Strategic Priority - Vibrant Economy

GOAL 1 - Manage growth to provide a timely and orderly provision of facilities and services to serve existing and new development.

**ATTACHMENTS/EXHIBITS:**

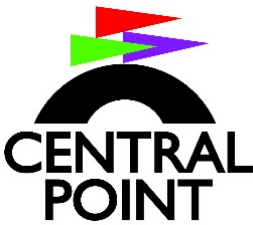
None

**STAFF RECOMMENDATION:**

None. Informational report only tonight.

**RECOMMENDED MOTION:**

None.



# Planning Commission Report

September 2, 2025  
Stephanie Powers, Planning Director

The Central Point Planning Commission held its regular meeting on September 2, 2025, which included a legislative public hearing on the Alder Street right-of-way vacation request and a miscellaneous item to elect new officers.

## Alder Street Right-of-Way Vacation

The Planning Commission conducted a duly noticed public hearing to consider a City-initiated request to vacate a 10-foot by 200.74-foot portion of public right-of-way along the north side of Alder Street between South Front Street and South First Street. The area proposed for vacation contains no public utilities and is not needed for existing or planned transportation or utility facilities. The purpose of the vacation is to return unused right-of-way to the adjoining properties—the former Yellow Basket site and the Jackson Soil and Water Conservation District office—supporting future redevelopment of the Yellow Basket property and creating a street section consistent with the south side of Alder Street.

Staff reviewed the applicable criteria for vacation of public right-of-way in accordance with ORS 271.080–271.130 and CPMC 17.05.500 and found that the proposal satisfies all statutory and regulatory requirements. No public testimony was received during the hearing. Commissioners asked clarifying questions regarding the origin of the right-of-way, whether adjoining landowners are required to purchase the vacated property, and whether adequate right-of-way will remain to accommodate bicycle and pedestrian facilities. Following deliberation, the Planning Commission voted unanimously to adopt Resolution No. 935 recommending City Council approval of the Alder Street right-of-way vacation.

## Planning Commission Officer Elections

The Planning Commission held elections for Chairperson and Vice Chairperson in accordance with recent amendments to CPMC 2.16. Under the rules adopted by the City Council on July 24, 2025, the Commission now has the authority to elect its own officers, each serving a two-year term.

Although two members were absent, one was newly appointed to the Commission and the other had indicated in advance that he was not interested in serving in either role. The remaining Commissioners agreed to proceed with the election.

In light of the current Chairperson's decision to step down, the Commission nominated and elected new officers: Alicia Van Riggs, Chairperson, and Tom Van Voohrees, Vice Chairperson. The Commission also expressed a preference for officer elections to occur at the first meeting in September, rather than in January, to avoid conflicts with the holiday season.

The meeting adjourned at approximately 6:32 p.m.