

CITY COUNCIL MEETING AGENDA

April 11, 2024

7:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov



10. Meeting Called to Order

20. Pledge of Allegiance

30. Roll Call

40. Recognitions, Community Group Reports

- A. Fire District 3 Annual Report

50. Public Comments

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

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

60. Consent Agenda

- A. Approval of March 14, 2024 Meeting Minutes
- B. OLCC H & S Stations - 1065 E Pine St
- C. OLCC H & S Stations - 1510 E Pine St
- D. Arts Commission Appointments

70. Items Removed from the Consent Agenda

80. Ordinances and Resolutions

- A. 2nd Reading - Ordinance Amending Ord No. 2107 - Arts Commission Membership
Sydnee Dreyer, City Attorney
- B. Establishment of Tier 4 Irrigation Rates

Matt Samitore, Parks and Public Works Director

C. Elk Creek Culvert Replacement

Matt Samitore, Parks and Public Works Director

90. Business

A. Planning Commission Report

Stephanie Powers, Planning Director

100. Mayor's Report

110. City Manager's Report

120. Council Reports

130. Department Reports

140. 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 Under the provisions of the Oregon Public Meetings Law, the proceedings of an executive session are not for publication or broadcast.

150. Adjournment

CITY COUNCIL MEETING MINUTES

March 14, 2024

7:00 PM

Central Point City Hall, Council
Chambers 140 S 3rd St, Central Point,
OR www.centralpointoregon.gov



10. Meeting Called to Order

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

20. Pledge of Allegiance

30. Roll Call

The following members were present: Mayor Hank Williams, At Large Rob Hernandez, At Large Michael Parsons, Ward III Melody Thueson, Ward I Neil Olsen, Ward II Kelley Johnson

The following members were absent: Ward IV Tanea Browning

The following staff were also present: City Manager Chris Clayton; City Attorney Sydnee Dreyer; Parks and Public Works Director Matt Samitore; Planning Director Stephanie Powers; Police Chief Scott Logue; and City Recorder Rachel Neuenschwander

50. Public Comments

60. Consent Agenda

A. **Approval of February 22, 2024 Meeting Minutes**

B. **Arbor Week Proclamation 2024**

Motion: Approve

Moved By: Michael Parsons

Seconded by: Rob Hernandez

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, Olsen, Melody Thueson voted yes.

70. Items Removed from the Consent Agenda

80. Public Hearing

A. Ordinance Amending and Increasing Transient Lodging Tax

City Manager Chris Clayton presented the first reading of an Ordinance increasing Transient Lodging Tax to the Council. City staff has proposed increasing the tax by 2% to a total of 11% to promote tourism in city limits further; in particular, increasing revenues for the general fund to promote the community center and Little League fields, which the city believes will promote tourism.

There are two additional revisions, including a new section 3.24.045, which states that transient lodging providers, as well as transient lodging intermediaries such as VRBO and AirBnB, are jointly and severally liable for payment of the tax.

Additionally, the code clarifies that short-term RV rental spaces are included in the definition of transient lodging, as the future community center will likely contain short-term RV rental spaces. The remainder of the revisions are intended to make the code more transparent and clarify the calculation of days to avoid disputes as to timing. Based on calculations from the 2024-25 budget, there is a projected increase of approximately \$145,280; with the possible addition of another hotel, the additional revenue could be roughly \$169,230 to \$270,730, based on 2022-23 receipts.

The Transient Lodging Tax is paid quarterly, and if this is passed to a second reading, there will be an amendment to the second reading to start the increase on July 1, 2024.

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

Motion: Approve

Moved By: Melody Thueson

Seconded by: Michael Parsons

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes.

Melody Thueson moved to forward the Ordinance Amending CPMC Chapter 3.24 Increasing Tax Imposed, Establishing Joint and Several Liability for Lodging Tax Collectors, and Updating Rights and Remedies to a second reading.

90. Ordinances and Resolutions

A. Minor Comprehensive Plan Map Amendment

Planning Director Stephanie Powers presented to the Council the second reading of an Ordinance amending the Central Point Comprehensive Plan Map on properties located at the corner of Taylor Road and North Haskell Street and 1777 East Pine Street to increase housing production. There were no changes since the first reading.

Melody Thueson moved to approve Ordinance No. 2111 an Ordinance

Amending the Central Point Comprehensive Plan Map on properties located at the corner of Taylor Road and North Haskell Street (0.9 acres) and 1777 East Pine Street (12.9 acres) to increase housing production.

Motion: Approve

Moved By: Melody Thueson

Seconded by: Rob Hernandez

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes. None voted no.

B. Minor Zone Map Amendment File No. ZC-23001

Planning Director Stephanie Powers presented to the Council the second reading of an Ordinance amending the Central Point Zoning Map on properties located at the corner of Taylor Road and North Haskell Street and 1777 East Pine Street to increase housing production. There were no changes since the first reading.

Rob Hernandez moved to approve Ordinance No. 2112 an Ordinance Amending the Central Point Zoning Map on properties located at the intersection of Taylor Road and North Haskell Street and 1777 East Pine Street to support increased housing production.

Motion: Approve

Moved By: Rob Hernandez

Seconded by: Neil Olsen

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes. None voted no.

C. First Reading of an Ordinance Amending Ord. No. 2107 - Arts Commission Membership

City Attorney Sydnee Dreyer presented an Ordinance Amending Ord. No. 2107 Arts Commission Memberships. Recently, the Council adopted Ordinance 2107, which amended CPMC 2.59.030 to expand the membership requirements for the Arts Commission. City staff was approached by an individual seeking to become a member of the Arts Commission. The proposed Ordinance retains the requirement that 4 of the 7 positions must be held by residents within the City limits. The remaining 3 positions could be held by persons who live within the UGB, own or have a close family member who owns a business within city limits, is a teacher for School District No. 6 working in city limits, or demonstrates an interest in the arts in Central Point.

Melody Thueson moved to forward the Ordinance amending Ordinance No. 2107 - Arts Commission Membership to a second reading.

Motion: Approve

Moved By: Melody Thueson

Seconded by: Kelley Johnson

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes. None voted no.

D. Resolution Approving IGA with RVSS - Building Official

City Manager Chris Clayton presented a Resolution Approving an Intergovernmental Agreement with Rogue Valley Sewer Services (RVSS) for Building Official Services to the Council. RVSS approached the City about entering into a contract to allow Derek Zwagerman, PE, to serve as the RVSS Building Official. RVSS operates a Building Inspection Program as described in ORS 455.153 and OAR 918-020-0090.

The Building Inspection Program must be overseen by a Building Official licensed in the State of Oregon. RVSS' Building Inspection Program is limited to sanitary sewer service laterals.

Derek's duties under the contract would be fairly limited to reviewing the Building Inspection Program Operating Plan annually, submitting required forms to the Oregon Building Codes Division, and providing code interpretations when needed. Reimbursement for these services would be billed on an hourly basis.

Council Member Mike Parsons disclosed that he is on the Board of Directors as the Vice Chair for the Rogue Valley Sewer Services.

The Council had concerns over any potential lawsuits regarding Derek's decision. The Council also wanted to ensure that Derek wanted to do this and what would happen if a catastrophic event occurred.

Staff addressed these concerns, and the agreement covers them. Derek is also on board with moving forward with the agreement.

Melody Thueson moved to approve Resolution No. 1779 a Resolution approving that Intergovernmental Agreement between the City of Central Point and Rogue Valley Sewer Services for Building Official Services and authorizing the City Manager to execute same.

Motion: Approve

Moved By: Melody Thueson

Seconded by: Michael Parsons

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes. None voted no.

E. Resolution Accepting the Lowest Qualified Bid from _for the Cedar to Bush to Railroad Tracks Water Improvement Project and Authorizing the City Manager to Execute a Contract

Parks and Public Works Director presented to the Council a Resolution accepting the lowest qualified bid for the Cedar to Bush to the Railroad Tracks water improvement project and authorizing the City Manager to Execute a Contract.

The lowest bid was from Visar Construction for \$142,160. This project is needed to stabilize east-west pressure and move an older asbestos-concreted waterline for economic development.

City Manager Chris Clayton pointed out that the Cedar to Bush to the railroad tracks project was budgeted in the 2023/25 Water Budget and the Development

Commission budget under the titles of South Haskell Street and Miscellaneous Public Works Projects.

Rob Hernandez moved to approve Resolution No. 1780 a Resolution Accepting the Lowest Qualified Bid from Visar Construction or the Construction of the Cedar to Bush to Railroad Tracks Waterline Improvement Project in the amount of \$142,160 and Authorizing the City Manager to Execute a Contract.

Motion: Approve

Moved By: Rob Hernandez

Seconded by: Michael Parsons

Roll Call: Members Hank Williams, Rob Hernandez, Michael Parsons, Kelley Johnson, N Olsen, Melody Thueson voted yes. None voted no.

100. Business

A. Planning Commission Report

Planning Director Stephanie Powers presented the Council with the Central Point Planning Commission report from the March 5, 2024, meeting. There were two (2) items on the agenda, including two (2) quasi-judicial public hearings for a Master Plan and a Tentative Subdivision Plan for property within the Eastside Transit Oriented Development (ETOD) Overlay area.

A brief update was provided to the Planning Commission, notifying them of forthcoming pre-application conferences for preliminary development plans on the Mon Desir property and one property in the UGB, as well as the State's recent approval of Senate Bill 1537 concerning Housing and Infrastructure.

B. 2024 Community Survey Review

City Manager Chris Clayton presented to the Council the proposed 2024 Community Survey, the survey will be distributed with the Utility Statements in place of the City Newsletter in May.

Council suggested having a drawing for the participants of the survey encouraging citizens to participate.

C. Discussion of adding a Tier 3 Irrigation Rate.

Parks and Public Works Director Matt Samitore presented the tier for residential irrigation rates to the council. The staff report referred to tier 3 rates, it should say tier 4 rates. In January, the City Council approved new water rates that went into effect this past month. At the time of the initial meeting, staff had prepared an option to look at irrigation meters. Staff analysis showed that the highest water consumption was from Home Owners Associations (HOAs). Staff proposes that the City offer irrigation audits and up to 1,000-2,000 per association, potentially \$10,000, to implement conservation measures. Conservation measures will be developed for each HOA based on the irrigation audit.

Additionally, the staff is suggesting a different rate for the Tier 3 irrigation. The new rate is 150% of the current rate, only for those using over 100 CCF of water.

Additionally, staff proposes that the new rate go into effect in October 2024 to allow the audits to occur and be presented to each of the HOAs. This would also allow them to make any proposed changes/fixes before the 2025 irrigation season begins.

The council questioned the impact on the HOAs; staff responded that the worst is approximately \$26,000 a year, and the best is around \$500 per month.

The council favors starting at a lower rate of 125% and increasing it in the future if the intended water conservation efforts don't produce the desired results.

110. Mayor's Report

Mayor Hank Williams reported that:

- He attended the Medford Chamber Forum Lunch.
- He was approached about what his position was on Jackson County increasing the number of Commissioners from three to five.

120. City Manager's Report

City Manager Chris Clayton reported that:

- IT sent an email cautioning people regarding ransomware attempts on the City.
- Matt and Sydnee had a meeting with the city lobbyists today. He will send a report in tomorrow's update.
- This week, work was done expanding one of the planters out front of City Hall. Last Friday, a lady fell and sustained substantial damages.
- Monday night is the Airport Tour at 5 pm; they will validate parking.
- Dave Jacobs has done an excellent job of cleaning up the cemetery.
- They have been dealing with some issues with mobile food trucks.

130. Council Reports

Council Member Melody Thueson reported that:

- She attended the Rogue X Tour.
- She attended the School Board Meeting.

Council Member Mike Parsons reported that:

- He attended the Jackson County Public Policy Coordinating Council meeting.
- He attended the Rogue Valley Sewer Service Board of Directors Banquet.
- He attended the Planning Commission meeting.
- He has provided five training sessions for new volunteers in the VIPS program.

Council Member Rob Hernandez reported that he attended the Medford Chamber Forum Lunch.

Council Member Kelley Johnson reported that she attended the RVCOG Board

Meeting

Council Member Neil Olsen reported that he attended the Rogue X tour.

140. Department Reports

Planning Director Stephanie Powers reported that:

- The Planning Department became aware of Mobile Food Trucks in areas where they are not allowed.
- The Department also received reports from City Staff regarding a Food Truck on Table Rock Road regarding public safety. Based on some of these issues staff recognizes the need to revise the Mobile Food Vendor Code.
- The Courts have largely upheld Climate-Friendly and Equitable Communities rulemaking. The DLCDD will send the City an Intergovernmental Agreement that will be brought to the Council in the future.

Parks and Public Works Director Matt Samitore reported that:

- The construction on Airport Rd and Table Rock Rd intersection is moving forward, and they are paving soon.
- The electrical at Pfaff Park is moving quickly, and he is impressed with the contractor, T3 Electric.

Police Chief Scott Logue reported that:

- ECSO will receive funding for the infrastructure project, and the board of directors will continue to consider future funding.
- He attended the Medford Chamber Forum.

Jackson County Commissioner Dave Dotterer reported that he purchased one of the Veterans Trees in honor of his father.

160. Adjournment

Rob Hernandez moved to adjourn. All said aye and the meeting was adjourned at 8:17 p.m.

The foregoing minutes of the March 14, 2024, Council meeting were approved by the City Council at its meeting of _____, 2024.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder



DEPARTMENT: Administration

MEETING DATE: April 11, 2024

STAFF CONTACT: Rachel Neuenschwander, City Recorder

SUBJECT: OLCC H & S Stations - 1065 E Pine St

SUMMARY AND BACKGROUND:

The City has received an application for change of ownership for Chevron #5019 located at 1065 E Pine St.

ORS requires new and change of ownership for OLCC applications to be approved by the City Council. The Police Department has run their background check and found no information pertinent to the request.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

ATTACHMENTS/EXHIBITS:

1. OLCC 1065 E Pine

STAFF RECOMMENDATION:

RECOMMENDED MOTION:

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1: H&S Stations, LLC #5019	Name of entity or individual applicant #2: Hasco Stations LLC
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Chevron #5019

Premises street address (The physical location of the business and where the liquor license will be posted):

1065 E. Pine St.

City: Central Point	Zip Code: 97502	County: Jackson
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Business phone number: 714-761-5426	Business email: m.haris@hasoil.com
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Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\[1\]](#)):

1065 E. Pine St.

City: Central Point	State: Oregon	Zip Code: 97520
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Does the business address currently have an OLCC liquor license? ☒ Yes ☐ No	Does the business address currently have an OLCC marijuana license? ☐ Yes ☒ No
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APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Moe Haris

Phone number: 714-761-5426	Email: M.haris@hasoil.com
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LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Chevron #5019

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

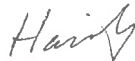
If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Moe Haris



2/27/24

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



OREGON LIQUOR & CANNABIS COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: H&S Stations LLC #5019

Phone: 7147615426

Trade Name (dba): Chevron #5019

Business Location Address: 1065E.PineSt.

City: Central Point

ZIP Code: 97502

DAYS AND HOURS OF OPERATION

Business Hours:

Outdoor Area Hours:

The outdoor area is used for:

Sunday 6 to 10
Monday 6 to 10
Tuesday 6 to 10
Wednesday 6 to 10
Thursday 6 to 10
Friday 6 to 10
Saturday 6 to 10

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

☐ Food service Hours: _____ to _____
☐ Alcohol service Hours: _____ to _____
☐ Enclosed, how _____
The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: ☐ Yes ☒ No If yes, explain: _____

ENTERTAINMENT

Check ALL that apply:

- | | |
|--|---|
| ☐ Live Music | ☐ Karaoke |
| ☐ Recorded Music | ☐ Coin-operated Games |
| ☐ DJ Music | ☐ Video Lottery Machines |
| ☐ Dancing ☐ Nude Dancing | ☐ Social Gaming |
| ☐ Live Entertainment | ☐ Pool Tables |
| ☐ Minor Entertainers | ☐ Other: _____ |

*Minor Entertainers in an area prohibited to minors need prior approval from the OLCC

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: _____ Outdoor: _____ Lounge: _____
Banquet: _____ Other (explain): _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: _____(Y) _____(N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature]

Date: 2/28/2024

www.oregon.gov/olcc

Rev: 2.1.23



155 South Second Street • Central Point, OR 97502

Scott Logue

Ph: (541) 664-5578 • Fax: (541) 664-2705 • www.centralpointoregon.gov

Chief

Date: 03/13/24

From: Chief Scott Logue
To: Honorable Mayor Williams
Subject: Request for OLCC License

RE: H& S Stations LLC
Persons associated therewith: Moe Haris

Files of the Central Point Police Department contain no information pertinent to the request.

Respectfully,

A handwritten signature in dark ink, appearing to be "S. Logue", written in a cursive style.

Chief Scott Logue
Central Point Police Department

"Dedicated To Service, Committed To Excellence"



DEPARTMENT: Administration **MEETING DATE:** April 11, 2024

STAFF CONTACT: Rachel Neuenschwander, City Recorder

SUBJECT: OLCC H & S Stations - 1510 E Pine St

SUMMARY AND BACKGROUND:

The City has received an application for change of ownership for Chevron #5018 located at 1510 East Pine Street.

ORS requires new and change of ownership for OLCC applications to be approved by the City Council. The Police Department has run their background check and found no information pertinent to the request.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

ATTACHMENTS/EXHIBITS:

1. OLCC 1510 E Pine

STAFF RECOMMENDATION:

RECOMMENDED MOTION:

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1: H&S Stations, LLC #5018	Name of entity or individual applicant #2: Hasco Stations LLC
Name of entity or individual applicant #3:	Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Chevron #5018

Premises street address (The physical location of the business and where the liquor license will be posted):

1510 E. Pine St.

City: Central Point	Zip Code: 97502	County: Jackson
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Business phone number: 714-761-5426	Business email: m.haris@hasoil.com
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Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\[1\]](#)):

1065 E. Pine St.

City: Central Point	State: Oregon	Zip Code: 97520
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Does the business address currently have an OLCC liquor license? ☒ Yes ☐ No

Does the business address currently have an OLCC marijuana license? ☐ Yes ☒ No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Moe Haris

Phone number: 714-761-5426	Email: M.haris@hasoil.com
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LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands OAR 845-005-0311 and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Chevron #5018

Page 4 of 4

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- Each applicant listed in the "Application Information" section of this form has read and understands OAR 845-006-0362 and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Moe Haris



2/27/24

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant name

Signature

Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the Authorized Representative Form. You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.



OREGON LIQUOR & CANNABIS COMMISSION BUSINESS INFORMATION

Please Print or Type

Applicant Name: H&S Stations LLC #5018

Phone: 7147615426

Trade Name (dba): Chevron #5018

Business Location Address: 1510E.PineSt.

City: Central Point

ZIP Code: 97502

DAYS AND HOURS OF OPERATION

Business Hours:

Outdoor Area Hours:

The outdoor area is used for:

Sunday 6 to 10
Monday 6 to 10
Tuesday 6 to 10
Wednesday 6 to 10
Thursday 6 to 10
Friday 6 to 10
Saturday 6 to 10

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

☐ Food service Hours: _____ to _____
☐ Alcohol service Hours: _____ to _____
☐ Enclosed, how _____
The exterior area is adequately viewed and/or supervised by Service Permittees.

(Investigator's Initials)

Seasonal Variations: ☐ Yes ☒ No If yes, explain: _____

ENTERTAINMENT

Check ALL that apply:

- | | |
|--|---|
| ☐ Live Music | ☐ Karaoke |
| ☐ Recorded Music | ☐ Coin-operated Games |
| ☐ DJ Music | ☐ Video Lottery Machines |
| ☐ Dancing ☐ Nude Dancing | ☐ Social Gaming |
| ☐ Live Entertainment | ☐ Pool Tables |
| ☐ Minor Entertainers | ☐ Other: _____ |

*Minor Entertainers in an area prohibited to minors need prior approval from the OLCC

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday _____ to _____
Monday _____ to _____
Tuesday _____ to _____
Wednesday _____ to _____
Thursday _____ to _____
Friday _____ to _____
Saturday _____ to _____

SEATING COUNT

Restaurant: _____ Outdoor: _____ Lounge: _____
Banquet: _____ Other (explain): _____ Total Seating: _____

OLCC USE ONLY

Investigator Verified Seating: _____(Y) _____(N)
Investigator Initials: _____
Date: _____

I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature]

Date: 2/28/2024

www.oregon.gov/olcc

Rev: 2.1.23



OREGON LIQUOR & CANNABIS COMMISSION

Authorized Representative Form

What is this form?

An applicant or licensee may give a representative authorization to make changes to the license; sign application forms on behalf of the licensee or applicant; or receive information about a license or application. The applicant or licensee may use this form to document that authorization.

This form **must** be signed by someone who is a licensee or an applicant for the license.

PLEASE NOTE: *Exceptions* - Each individual person **MUST** sign their own Individual History Form

Section 1 – Applicant/Licensee Information

Applicant/Licensee Name:	H&S Stations #5018
Trade Name:	Chevron #5018
Premise Address:	1510 E. Pine St. Central Point, OR 97502

Section 2 – Representative Information

Representative Name:	Moe Harris		
Representative Phone:	714-761-5426 ^{ex4223}	Representative Email:	m.haris@hasoil.com

Section 3 – Authorization

I give permission for the above-named representative to:

- Make changes regarding this license/application on my behalf.
- Sign application forms and documents regarding this license/application on my behalf.
- Receive information about the status of the license/application, including information about pending compliance action or communications between OLCC and the licensee/applicant.

This authorization will remain in effect until I rescind my permission in writing and provide a copy to the Commission.

Comments:

Signature: 

Date: 2/28/24

Name: Moe haris

Title: CFO



155 South Second Street • Central Point, OR 97502

Scott Logue

Ph: (541) 664-5578 • Fax: (541) 664-2705 • www.centralpointoregon.gov

Chief

Date: 03/13/24

From: Chief Scott Logue
To: Honorable Mayor Williams
Subject: Request for OLCC License

RE: H& S Stations LLC
Persons associated therewith: Moe Haris

Files of the Central Point Police Department contain no information pertinent to the request.

Respectfully,

A handwritten signature in dark ink, appearing to be "S. Logue", written in a cursive style.

Chief Scott Logue
Central Point Police Department

"Dedicated To Service, Committed To Excellence"



DEPARTMENT: Administration

MEETING DATE: April 11, 2024

STAFF CONTACT: Rachel Neuenschwander, City Recorder

SUBJECT: Arts Commission Appointments

SUMMARY AND BACKGROUND:

The Arts Commission reviews public art projects, develops public art projects and serves as a sounding board for art-related items to be presented to the city council for approval.

The Arts Commission was re-established in December 2023 and will consist of seven members serving three-year terms. The city has advertised for volunteers on Social Media and the City Newsletter. The city has received sufficient applications to fill six of the seven vacancies, with the planned first meeting being held on Thursday May 2, 2024.

Joely Davis, School District 6 Teacher
Elise Dineen, N 5th St
Julie Furrer, Victoria Way
Stephanie Hendrickson, S Central Valley Dr
Therese Kwiatkowski, S Central Valley Dr
Cailly Orlando, Timothy St

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Community Culture

Goal 2: Create opportunities for all segments of the population to enjoy Central Point places and events.

Strategy 6 - Create and support public art that celebrates our community. Continue to collaborate with local businesses and schools to develop public art projects such as the mosaic project. Showcase local artists whenever possible. Use art to celebrate community diversity and multiculturalism.

ATTACHMENTS/EXHIBITS:

1. Davis
2. Dineen
3. Furrer
4. Hendrickson
5. Kwiatkowski
6. Orlando

STAFF RECOMMENDATION:

RECOMMENDED MOTION:

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

Involvement in the Arts commission would expand community connections with my art classes and

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

Preserving existing art. Adding more art.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

I do not anticipate any conflicts of interest.

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature:  Digitally signed by Joely Davis
Date: 2024.02.01 15:06:37 -08'00'

Date: _____

City of Central Point, Oregon
140 S 3rd Street, Central Point, OR 97502
541.664.3321 Fax 541.664.6384
www.centralpointoregon.gov



Administration Department
Chris Clayton, City Manager
Rachel Neuenschwander, City Recorder
Elizabeth Simas, Human Resource Director

**APPLICATION FOR APPOINTMENT TO
CITY OF CENTRAL POINT COMMITTEE**

Name: Elise Dineen Date: 2/28/24

Address: [REDACTED]

Home Phone: [REDACTED] Business Phone: Cell Phone:

Fax: E-mail: [REDACTED]

Are you a registered voter with the State of Oregon? Yes X No

Are you a city resident? Yes X No If Yes, How long: 8 years

Which committee(s) would you like to be appointed to: *(Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)*

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

- | | |
|-------------------------------------|---|
| ☐ | Budget Committee: Meetings vary in April Bi-Annually |
| ☐ | Citizens Advisory Committee: 2 nd Tuesday of quarterly |
| ☐ | Planning Commission: 1 st Tuesday of each month |
| ☐ | Parks and Recreation Committee/Foundation: Meeting dates vary |
| ☒ | Arts Commission: Meets quarterly |

Employment, professional, and volunteer background:

Local Realtor for almost 10 years. I worked as a behavioral therapist for 10 years after graduating from SOU with My BS in Psychology.

Community affiliations and activities:

Downtown Medford Assoc. I have helped run the "Bikes and Brews" Bike event for the past 3 yea

Previous City appointments, offices, or activities:

Volunteer for Downtown Medford events

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

I love art and I would love to help beautify my city. Bringing attractions to CP to help our local busi

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

We ought to prioritize the strategic assembly of individuals and locales to cultivate artistic endeav

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

I love living in and raising my children in Central Point. I would love to see our local businesses th

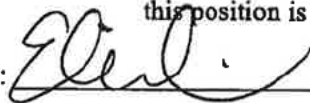
4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

I do not see any conflicts of interest arising. Beautifying Central Point is a goal of mine. If there we

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature: _____



Date: 2/28/24

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www.centralpointoregon.gov



Administration Department
Chris Clayton, City Manager
Rachel Neuenschwander, City Recorder
Elizabeth Simas, Human Resource Director

APPLICATION FOR APPOINTMENT TO
CITY OF CENTRAL POINT COMMITTEE

Name: Julie Furrer Date: 1/23/24

Address: [REDACTED]

Home Phone: [REDACTED] Business Phone: [REDACTED] Cell Phone: [REDACTED]

Fax: [REDACTED] E-mail: [REDACTED]

Are you a registered voter with the State of Oregon? Yes ☒ No ☐

Are you a city resident? Yes ☒ No ☐ If Yes, How long: 15 years

Which committee(s) would you like to be appointed to: (Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

☐
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Budget Committee: Meetings vary in April Bi-Annually
Citizens Advisory Committee: 2nd Tuesday of quarterly
Planning Commission: 1st Tuesday of each month
Parks and Recreation Committee/Foundation: Meeting dates vary
Arts Commission: Meets quarterly

Employment, professional, and volunteer background:

Regre Creamery website develop + marketing 2017-2018
Self Employed finish carpentry 2019-2021
Mizzle Ceramics owner 2021-current

Community affiliations and activities:

Madrone Trail Public Charter School • Beautification Committee 2012
Southern Oregon Clay Guild Promotions Chair • Parent Council Chair 2017-2019
Oregon Potters Association Social Media Committee • Auction Committee Chair 2013-2016

Previous City appointments, offices, or activities:

Vendor twice a year at Made in Southern Oregon
Timber workshops at Crater works every few months

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

My husband & I chose it for it's small town atmosphere & community. We live up from Coater & my children attend there. I've been in the arts community for years & am aware of the cultural need for it. I'm really good at networking & run the Southern Oregon Makers Meet Up for a few years now. I can administrate a project & break it down in process to see it completed.

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

I'd like to bring in more local culture. I've been a part of several mural projects & I would love to see our local school participate in more outdoor art. With our city being stretched from Coater all the way to Twin Creek, I have a strong vision to see some sculptural work placed throughout the city to bring a sense of belonging.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

I've been a part of many artistic pieces & can bring more visual aids if needed.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

I'm a mosaic artist & would recuse myself if we had a project I was bidding on.

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature: _____

Date: _____

1/23/24

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Administration Department
Chris Clayton, City Manager
Rachel Neuenschwander, City Recorder
Elizabeth Simas, Human Resource Director

**APPLICATION FOR APPOINTMENT TO
CITY OF CENTRAL POINT COMMITTEE**

Name: Stephanie Hendrickson Date: 1-22-24

Address: [REDACTED]

Home Phone: [REDACTED] Business Phone: [REDACTED] Cell Phone: [REDACTED]

Fax: [REDACTED] E-mail: [REDACTED]

Are you a registered voter with the State of Oregon? Yes ☒ No ☐

Are you a city resident? Yes ☒ No ☐ If Yes, How long: [REDACTED]

Which committee(s) would you like to be appointed to: *(Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)*

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

☐
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Budget Committee: Meetings vary in April Bi-Annually
Citizens Advisory Committee: 2nd Tuesday of quarterly
Planning Commission: 1st Tuesday of each month
Parks and Recreation Committee/Foundation: Meeting dates vary
Arts Commission: Meets quarterly

Employment, professional, and volunteer background:

Executive Director - CP Chamber of Commerce 9/18 - current
Owned Refashion Consignment Shop in Medford 6/12 - 6/18

Community affiliations and activities:

Community event planner & volunteer - 4th of July, Halloween etc.
Parks & Rec Commissioner - Current Board of Directors - Travel Southern Oregon

Previous City appointments, offices, or activities:

Parks & Rec Commissioner - current

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

I am a lifelong resident of Central Point. I ~~love~~ love the community through my profession and it doesn't stop at the end of the workday. I am passionate about our city's vitality and the well being of its citizens.

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

Diversity is a must. We must keep the idea of being a city with a 'small town feel' but at the same time meet the demands of our growing community. Taking pride in our City's appearance is important to attract these businesses and the desired customers and clients.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

My profession requires creating relationships with business owners, non profit organizations, school officials etc. I believe my connections will be beneficial to this Commission.

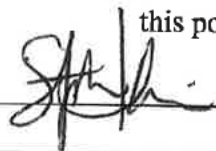
4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

I do not.

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature: _____



Date: _____

1-22-24

City of Central Point, Oregon

140 S 3rd Street, Central Point, OR 97502

541.664.3321 Fax 541.664.6384

www.centralpointoregon.gov

Administration Department

Chris Clayton, City Manager

Rachel Neuenschwander, City Recorder

Elizabeth Simas, Human Resource Director

**APPLICATION FOR APPOINTMENT TO
CITY OF CENTRAL POINT COMMITTEE**

Name: Therese Kwiatkowski

Date: 1/22/24

Address:

Home Phone: n/a Business Phone: n/a Cell Phone:

Fax: n/a

E-mail:

Are you a registered voter with the State of Oregon? Yes X No

Are you a city resident? Yes X No If Yes, How long: 8.5 Years

Which committee(s) would you like to be appointed to: *(Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)*

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

Budget Committee: Meetings vary in April Bi-Annually

Citizens Advisory Committee: 2nd Tuesday of quarterly

Planning Commission: 1st Tuesday of each month

Parks and Recreation Committee/Foundation: Meeting dates vary

Arts Commission: Meets quarterly

Employment, professional, and volunteer background: I am currently a 5th grade teacher at Mae Richardson Elementary school in Central Point. This is my 8th year in this position. I hold an associates

degree in Women's Studies, a bachelor in Elementary Education and a masters degree in Teaching. I have been an elementary school teacher for 10 years, and prior to that I taught preschool for 6 years. I run the district wide after school ski/snowboard program with the Mount Ashland youth program. This is my 2nd year running it, prior to that I volunteered as a parent chaperone. I am an advocate for my students and other students I am connected with. I have volunteered countless hours to help these children in situations they have no control over, providing a trusted adult, food, clothing, a meal, toys, art supplies, books for home, etc. I am also building representative for our local teachers union ensuring our working conditions are healthy and well established for success. I also serve as a coach and mentor to teachers new to the profession. Aside from my focus of education, I have had only a few other volunteer opportunities within the community of Central Point when I can fit them into my schedule between personal and professional responsibilities and extensions.

Community affiliations and activities: Aside from teaching, and advocating for children in any way I am called to, and being an active member of the teachers union I enjoy taking part in community activities and celebrations in Central Point and other cities in Southern Oregon. I am constantly outdoors enjoying nature with my family. I am passionate about sharing my love of nature, art and finding beauty wherever you look with my two children, Elliot (14) and Evelyn (8).

Previous City appointments, offices, or activities: None

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature: *Therese Kwiatkowski*

Date: 1/22/24

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 541.664.3321 Fax 541.664.6384
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Administration Department
 Chris Clayton, City Manager
 Rachel Neuenschwander, City Recorder
 Elizabeth Simas, Human Resource Director

APPLICATION FOR APPOINTMENT TO CITY OF CENTRAL POINT COMMITTEE

Name: Cailly Orlando Date: 2/28/2024 | 8:43 AM PST

Address: [REDACTED]

Home Phone: [REDACTED] Business Phone: [REDACTED] Cell Phone: [REDACTED]

Fax: [REDACTED] E-mail: [REDACTED]

Are you a registered voter with the State of Oregon? Yes x No

Are you a city resident? Yes x No If Yes, How long: 7 years

Which committee(s) would you like to be appointed to: *(Please make sure the dates below work with your schedule before applying. Council and Planning Commission members are required to file an Annual Statement of Economic Interest to the State of Oregon.)*

Meeting Dates (All meeting dates are subject to change or additions, times vary for each committee):

☐
☐
☐
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☒

Budget Committee: Meetings vary in April Bi-Annually

Citizens Advisory Committee: 2nd Tuesday of quarterly

Planning Commission: 1st Tuesday of each month

Parks and Recreation Committee/Foundation: Meeting dates vary

Arts Commission: Meets quarterly

Employment, professional, and volunteer background:

Licensed Realtor for the last 4 years and did property management here in the valley for 4 years prior to that.

Community affiliations and activities:

I am passionate about contributing to the enrichment of our community through support for local arts and activities. I have a background in band, having been actively involved throughout my elementary, junior high, and high school years. I thoroughly enjoy participating in various community events.

Previous City appointments, offices, or activities:

None

Central Point Committee Application
Page 2

To provide additional background for the Mayor and City Council, please answer the following questions.

1. Please explain why you are interested in the appointment and what you would offer to the community.

I am eager to play a more significant role in fostering the arts within our community. My deep passion for cultural pursuits is a driving force behind this interest. In my professional capacity, I possess a diverse understanding of the local area and engage with our community regularly.

2. Please describe what you believe are the major concerns of the City residents and businesses that this committee should be concerned about.

In my opinion, the committee's focus should be on continuing to enhance the arts and culture within our community.

3. Please provide any additional information or comments which you believe will assist the City Council in considering your application.

Central Point is not just a place for me; it has been my home for the past seven years. This community holds a special place in my husband's heart too, and we have long-term plans to stay here. I am enthusiastic about contributing to the improvement of our community in any capacity. Given my deep passion for the arts, I am particularly excited about the prospect of fostering the growth of our diverse culture.

4. Do you anticipate that any conflicts of interest will arise if you are appointed; and if so, how would you handle them?

I don't foresee any conflicts of interest should I be appointed. However, if any arise, I am committed to addressing them with neutrality and utmost professionalism.

Please feel free to use additional sheet if you have more information to help the Council make a final decision.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentation and/or omission of facts are cause for removal from any council, advisory committee, board or commission I may be appointed to. All information/documentation related to service for this position is subject to public record disclosure.

Signature:

DocuSigned by:
Cailly Orlando
084F58EC143241D...

Date: 2/28/2024 | 8:43 AM PST



DEPARTMENT:	Administration	MEETING DATE:	April 11, 2024
--------------------	----------------	----------------------	----------------

STAFF CONTACT: Sydnee Dreyer, City Attorney

SUBJECT: 2nd Reading - Ordinance Amending Ord No. 2107 - Arts
Commission Membership

SUMMARY AND BACKGROUND:

Recently the Council adopted Ordinance No. 2107 which amended CPMC 2.59.030, to expand the membership requirements for the Arts Commission. This amendment was recommended, given that historically the City has had difficulty finding a sufficient number of volunteers for this commission.

Prior to adoption of Ordinance No. 2107, at least 5 members had to be residents within City limits, and the 6th and 7th members could be either a resident of the City or reside within the UGB, own or operate a business within the City limits, or be a teacher with School District No. 6 working within City limits.

The 2023 revision modified the membership requirements such that a minimum of 4 members must reside within City limits and the remaining 3 could establish membership as provided above.

Recently, City staff was approached by an individual seeking to become a member of the Arts Commission. The individual has a Central Point address, but does not live within City limits or the UGB, and has family members with longstanding businesses in City limits with which she is involved, but is not an owner. The individual has requested that the City consider further expanding the requirements for membership, in order to allow individuals such as herself with longstanding interest in Central Point, an opportunity to serve on the commission.

At the February 22, 2024, Council meeting the question of whether to amend the ordinance to further expand the membership qualifications for the Arts Commission was discussed with Council and a variety of options were presented. Per that discussion, Council directed staff to bring back an ordinance allowing the 5th, 6th, and 7th positions to be available to anyone with an interest in the arts in Central Point, and to expand the definition of "owning a business" to include a potential member who has a close family member with a business in city limits.

The proposed Ordinance retains the requirement that 4 of the 7 positions must be held by residents within the City limits. The remaining 3 positions could be held by persons that live within the UGB; own, or have a close family member that owns a business within City limits; is a teacher for School District No. 6 working in city limits; or,

demonstrates an interest in the arts in Central Point.

At its March 14, 2024 Council voted to forward the Ordinance to a second reading.

FINANCIAL ANALYSIS:

LEGAL ANALYSIS:

None

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Expanding the ability of members to serve on the Arts Commission is consistent with the following Council goals:

7. Strive for successful public/private partnerships with the business community, the school district, the library, and other regional governments;
8. Create a unique identity for Central Point;

ATTACHMENTS/EXHIBITS:

1. Ord Amending Ch 2.59.030 Arts Commission Membership

STAFF RECOMMENDATION:

No recommendation.

RECOMMENDED MOTION:

I move to approve Ordinance No. _____, an Ordinance amending Ordinance No. 2107
- Arts Commission Membership.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 2107 - ARTS COMMISSION MEMBERSHIP

Recitals:

- A. Pursuant to CPMC, Chapter 1.01.040, the City Council, may from time to time make revisions to its municipal code which shall become part of the overall document and citation.
- B. The City has historically had difficulties finding a sufficient number of volunteers to maintain an Arts Commission. Recently the Council adopted Ordinance No. 2107 which modified the membership requirements from a minimum of five city residents, to four city residents, with an additional three members to establish membership through City business ownership/operations, residing within the UGB, or serving as a teacher in School District No. 6.
- C. Staff has been approached by individuals seeking to expand membership requirements further to allow more flexibility in finding suitable volunteers for the Commission.
- D. The Council finds it is in the public interest to modify the membership requirements to allow greater flexibility in filling the volunteer positions.
- 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. Central Point Municipal Code § 2.59.030 is amended in part to read:

2.59.030 Membership.

A. The arts commission shall consist of seven members who shall be selected through an open public process and formally appointed by the mayor with approval of the city council. At least ~~five~~ **four** members shall be residents within the city limits, and the ~~fifth~~, sixth and seventh member may either be a resident of the city **limits** or shall **meet at least one of the following requirements:** (1) reside within the urban growth boundary of the city as established in the city's comprehensive plan, (2) own and operate a business within the city limits, **or have a close family member who owns and operates a business within city limits,** ~~or~~ (3) be a teacher for School District No. 6 working in the city limits, **or (4) demonstrate an interest in the arts in the city of Central Point.**

B. Members must maintain their membership requirements during the course of their terms to continue to hold office.

C. Members will be appointed for terms of three years. Three of the initial members shall be appointed for two-year terms to assure that all appointments do not expire at the same time. Terms will expire December 31st of each year.

D. The mayor may appoint one member of the city council to attend the arts commission and act as liaison to the city council.

E. For purposes of Section A above, a “close family member” means a spouse, registered or unregistered domestic partner, parent, step-parent, or child or step-child of the applicant.

F. For purposes of Section A above, a demonstrated interest in the arts in Central Point includes but is not limited to experience or interest with the arts such as professional artists or educators in the arts, prior volunteer work in the arts, and an expressed interest in the arts programs of the city of Central Point. (Ord. 2107 §1, 2023; Ord. 1933 §1, 2010; Ord. 1930 §1(part), 2009).

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-C) 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 _____ 2024.

Mayor Hank Williams

ATTEST:

City Recorder

**DEPARTMENT:** Public Works**MEETING DATE:**

April 11, 2024

STAFF CONTACT: Matt Samitore, Parks and Public Works Director**SUBJECT:** Establishment of Tier 4 Irrigation Rates**SUMMARY AND BACKGROUND:**

In January, the City Council approved new water rates that went into effect this past month. At the time of the initial meeting, staff had prepared an option to look at irrigation meters. Staff analysis showed that most high-water consumers were Homeowners' Associations (HOAs). At the last City Council meeting, staff proposed that the City offer irrigation audits and up to \$1,000-\$2,000 per association, potentially \$10,000, to implement conservation measures once the irrigation audits were complete. Conservation measures will be developed for each HOA based on the irrigation audit.

Additionally, after discussion, it was agreed upon that the new rate should only be 125% of the current rate and only for those using over 100 CCF of water. Additionally, staff proposes that the new rate not go into effect until October 2024 to allow the audits to occur and be presented to each of the HOAs. This would also allow them to make any proposed changes/fixes before the 2025 irrigation season begins.

Table 1: Proposed Irrigation Rates

Irrigation								
Meter Size	Monthly Base Charge	Monthly R & R Charge	Total Monthly Fixed Charge		Volume Charge First 8 ccf	Volume Charge 8 - 22 ccf	Volume Charge Over 22 ccf	Volume Charge Over 100 ccf
5/8"	20.00	1.50	21.50		1.10	2.13	3.42	4.27
1"	27.40	4.15	31.55		1.10	2.13	3.42	4.27
1.5"	34.78	8.65	43.43		1.10	2.13	3.42	4.27
2"	49.58	14.00	63.58		1.10	2.13	3.42	4.27
3"	79.17	28.00	107.17		1.10	2.13	3.42	4.27
4"	108.77	44.00	152.77		1.10	2.13	3.42	4.27
6"	204.93	88.00	292.93		1.10	2.13	3.42	4.27
8"	315.90	139.00	454.90		1.10	2.13	3.42	4.27

FINANCIAL ANALYSIS:

If not accompanied by audits, the implementation of Tier 4 Irrigation rates would result in around \$112,000 of extra revenue from May to September due to high water consumption. However, the staff anticipates that after conducting irrigation audits and making the necessary fixes, the revenue generated will be less than 25% of that amount. It is important to note that the new rates will not take effect until October 1, 2024.

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

City of Central Point 2040 Strategic Plan – Strategic Priority – Responsible Governance

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

STRATEGY 1 – Continually update the City’s long-term financial plan/strategy.

STRATEGY 2 – Work with partner agencies and stakeholders to eliminate redundancy and maximize efficiency in all areas.

STRATEGY 3 – Solicit support from partner agencies in our effort to maintain a robust financial position.

ATTACHMENTS/EXHIBITS:

1. 2024 Tier 4 Irrigation Water Rate Resolution

STAFF RECOMMENDATION:

Staff recommends approval of Resolution ____ establishing Tier 3 irrigation rates.

RECOMMENDED MOTION:

I move to approve Resolution No. ____ a Resolution of the City of Central Point Establishing a Tier 4 Water Irrigation Rate effective October 1, 2024.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF CENTRAL POINT
ESTABLISHING A TIER 4 WATER IRRIGATION RATE ADJUSTMENT EFFECTIVE
OCTOBER 1, 2024

Recitals:

- A. The City has reviewed all the high-water users in the City and determined that 95% of the highest usage of water is from Homeowner's Associations.
- B. The City of Central Point continues to encourage water conservation as an effective tool to reduce the increasing costs of water, and for the overall goal of reducing water usage through conservation.
- C. A new Tier 4 Irrigation rate is 125% of the Tier 3 Rate.

The City of Central Point resolves as follows:

Section 1. Effective October 1, 2024, the City of Central Point Water Rates shall be updated as set forth on the Attachment A.

Passed by the Council and signed by me in authentication of its passage this _____ day of April 2024.

Mayor Hank Williams

ATTEST:

City Recorder



DEPARTMENT: Public Works

MEETING DATE: April 11, 2024

STAFF CONTACT: Matt Samitore, Parks and Public Works Director

SUBJECT: Elk Creek Culvert Replacement

SUMMARY AND BACKGROUND:

Elk Creek is a small tributary that flows through the southwest portion of the city. It flows adjacent to Forest Glen Park, under I-5, and eventually into Bear Creek through the area burned as part of the 2020 Fires. Near the outfall to Bear Creek is a small culvert severely damaged as part of the fires. The City received grant funding for the project but was delayed as it needed specific fish and environmental upgrades. The project is now fully designed, and the project is scheduled for construction this summer.

The City received three bids for the project, the lowest from Timber Mountain Construction. Bids ranged from \$398,000 to \$736,100. The engineer's estimate was \$225,000 to \$300,000. The City budgeted the upper amount as FEMA pays for 90% of the project. The City's budgeted amount was \$30,000. With the low bid, the City's match will now be \$39,800. The additional money match will come from the Storm Water Fund or Urban Renewal.

FINANCIAL ANALYSIS:

The project was awarded a FEMA disaster recovery grant for the 2020 fires. The fires destroyed the posts holding the older culvert in place. The grant will pay for 90% of the project's cost. The remaining amount was budgeted from the Storm Water Fund or the Urban Renewal budget. The bid is approximately \$100,000 higher than our estimate, meaning an additional \$10,000 in match.

LEGAL ANALYSIS:

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Community Investment; Goal 5 – Plan, design, and construct modern and efficient infrastructure in all areas and systems. Strategies 3 and 4.

ATTACHMENTS/EXHIBITS:

1. Resolution Accepting Bid-Awarding Contract_EC
2. Elk Creek Bid Tabs

STAFF RECOMMENDATION:

Approve a resolution awarding the Elk Creek Box Culvert replacement project to Timber Mountain Construction Co.

RECOMMENDED MOTION:

I move to approve Resolution No. _____ a Resolution Accepting the Lowest Qualified Bid from Timber Mountain Construction, Co. for the Construction of the Elk Creek Box Culvert Replacement Project and Authorizing the City Manager to Execute a Contract.

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE LOWEST QUALIFIED BID FROM TIMBER MOUNTAIN CONSTRUCTION, CO. FOR THE CONSTRUCTION OF ELK CREEK BOX CULVERT REPLACEMENT PROJECT AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT

RECITALS:

A. WHEREAS, the City recently published a solicitation for the lowest bids for constructing the Elk Creek Box Culvert Replacement Project.

B. WHEREAS, the City received three qualified bids.

C. WHEREAS, the lowest qualified bid was submitted by Timber Mountain Construction, Co. for \$398,000.

The City of Central Point resolves as follows:

Section 1. The City Council hereby accepts the lowest qualified bid from Timber Mountain Construction, Co. for \$398,000 to construct the Elk Creek Box Culvert Replacement Project.

Section 2. The City Manager is hereby authorized to execute a contract and any related documents necessary to effectuate the acceptance of this award in a form substantially the same as that included in the specifications.

Section 3. This Resolution shall take effect immediately from and after its passage and approval.

Passed by the Council and signed by me in authentication of its passage this _____ day of _____, 2024.

Mayor Hank Williams

ATTEST:

City Recorder

1 - Resolution No. _____ 3/14/2024 Council meeting)

		Elk Creek Culvert Replacement				AGENCY City of Central Point		ENGINEER'S OPINION OF PROBABLE COST		TIMBER MOUNTAIN		SUULUTAAQ		LADUKE		
KIND OF WORK CULVERT REPLACEMENT					DATE 4/4/24											
ITEM #	SPEC #	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL		
		TEMPORARY FEATURES AND APPURTENANCES														
10		MOBILIZATION	LS	1			39,000.00	39,000.00	23,422.77	23,422.77	70,000.00	70,000.00				
20		TEMPORARY WORK ZONE TRAFFIC CONTROL, COMPLETE	LS	1			1,720.00	1,720.00	10,749.07	10,749.07	2,600.00	2,600.00				
30		TEMPORARY DRAINAGE FACILITIES	LS	1			8,800.00	8,800.00	8,988.36	8,988.36	28,000.00	28,000.00				
40		EROSION AND SEDIMENT CONTROL	LS	1			8,200.00	8,200.00	4,016.21	4,016.21	2,000.00	2,000.00				
		ROADWORK														
50		CONSTRUCTION SURVEY WORK	LS	1			9,700.00	9,700.00	16,675.00	16,675.00	10,000.00	10,000.00				
60		REMOVAL OF STRUCTURES AND OBSTRUCTIONS	LS	1			13,500.00	13,500.00	4,016.21	4,016.21	10,000.00	10,000.00				
70		GENERAL EXCAVATION - CHANNEL EXCAVATION	LS	1			17,500.00	17,500.00	57,929.87	57,929.87	62,000.00	62,000.00				
80		SUBGRADE GEOTEXTILE	CY	17			3.00	2,010.00	1.64	1,098.90	4.00	2,680.00				
90		LOOSE RIPRAP, CLASS 100	CY	10			395.00	3,950.00	485.43	4,854.30	200.00	2,000.00				
		BRIDGES														
100		SHORING, GRUBBING AND COFFERDAMS	LS	1			7,900.00	7,900.00	6,027.53	6,027.53	26,200.00	26,200.00				
110		STRUCTURE EXCAVATION	LS	1			8,700.00	8,700.00	4,016.21	4,016.21	20,000.00	20,000.00				
120		PRECAST REINFORCED CONCRETE BOX CULVERTS	LF	16			6,600.00	105,600.00	5,963.62	95,417.92	9,625.00	154,000.00				
130		WINGWALLS	LF	14			34,750.00	34,750.00	49,209.68	49,209.68	158,000.00	158,000.00				
		BASES														
140		AGGREGATE BASE	CY	290			66.00	19,140.00	50.05	14,514.50	40.00	11,600.00				
		PERMANENT TRAFFIC SAFETY AND GUIDANCE DEVICES														
150		GUARDRAIL, TYPE 1	LF	50			115.00	5,750.00	94.00	4,700.00	220.00	11,000.00				
160		GUARDRAIL END PIECES, TYPE B	EA	4			345.00	1,380.00	100.00	400.00	1,900.00	7,600.00				
170		EXTRA FOR WOODEN HANDRAIL	LF	40			51.00	2,550.00	50.00	2,500.00	200.00	10,000.00				
		RIGHT OF WAY DEVELOPMENT AND CONTROL														
180		PERMANENT SEEDING AND PLANTING	LA	1			83,010.00	83,010.00	96,098.00	96,098.00	103,000.00	103,000.00				
190		ROOTWADS	EA	3			650.00	1,950.00	4,691.00	14,073.00	900.00	2,700.00				
200		STREAMBED BOULDERS	TON	8			720.00	5,760.00	921.06	7,368.48	200.00	1,600.00				
210		STREAMBED MATERIAL	CY	215			82.00	17,630.00	130.99	28,162.85	194.00	41,170.00				
SUBTOTAL					\$0.00		\$398,500.00		\$454,238.86		\$736,150.00					
PROJECT TOTAL					\$225,000.00		\$398,500.00		\$454,238.86		\$736,150.00					



DEPARTMENT: Planning **MEETING DATE:** April 11, 2024

STAFF CONTACT: Stephanie Powers, Planning Director

SUBJECT: Planning Commission Report

SUMMARY AND BACKGROUND:

The Central Point Planning Commission met at their regular meeting on March 5, 2024. There were three (3) items on the agenda including two (2) quasi-judicial public hearings for a Master Plan and Tentative Subdivision Plan for property within the Eastside Transit Oriented Development (ETOD) Overlay area and a discussion item concerning land development code amendments.

Sunnybrook Village TOD Master Plan

The Planning Commission conducted the public hearing to consider a Master Plan to govern the development of 7.57 acres in the ETOD. Staff provided a brief overview of the 42-unit residential development proposal and noted that the public hearing had been continued from the March meeting as necessary for the applicant to provide information about shallow wells and soil quality. It was noted that the applicant is still working on assembling the required information and requested a 30-day extension to the 120-day rule and to continue the public hearing to the May 7th Planning Commission meeting. Commissioners had questions about shallow well concerns in the ETOD and the 120-day timeline. No members of the public spoke during the public hearing. The Planning Commission unanimously voted to continue the public hearing until the May 7, 2024 meeting.

Sunnybrook Village Tentative Subdivision Plan

The Planning Commission continued the public hearing to consider a Tentative Subdivision Plan for Sunnybrook Village. One the criteria for tentative plan approval in the TOD Overlay is conformance with an approved Master Plan. No public testimony was received. In light of the fact the Planning Commission continued the Sunnybrook Village Master Plan public hearing, they unanimously voted to continue the Tentative Plan public hearing to the May 7, 2024 meeting.

Land Development Code Amendment Discussion

Staff provided an overview of land development code updates to support City-driven objectives and those to comply with state rules for Climate Friendly Areas (CFAs). City-driven objectives include auditing and cleaning up outdated code language, complying with state rules and statutes, expanding housing opportunities, aligning code standards with the Strategic Plan vision and objectives and providing clear language that is more accessible and user-friendly. Due to the CFA code audit and update, staff reported that the City-driven changes will be scaled back to avoid making changes that would conflict with the CFA updates. Focus will be on clarifying application requirements and approval criteria, eliminating outdated and conflicting standards, and clarifying land division requirements in Title 16. A Joint Study Session will likely be scheduled in June to delve into the CFA code audit results and update concepts.

Miscellaneous

A brief update was provided to the Planning Commission about mobile food businesses, recent complaints/enforcement actions and potential code amendments addressing issues including but not limited to: permitted locations, equipment allowances, and permitting requirements. The Planning Commission expressed general support for code amendments that allow flexibility to encourage mobile food vendors in the City and that more closely align with the standards applied in Medford.

The meeting adjourned at 7:30 p.m.

FINANCIAL ANALYSIS:

Not applicable.

LEGAL ANALYSIS:

Not applicable.

COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:

Not applicable.

ATTACHMENTS/EXHIBITS:

None

STAFF RECOMMENDATION:

Not applicable.

RECOMMENDED MOTION:

Not applicabl.