

CITY COUNCIL MEETING MINUTES

May 9, 2024

7:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

www.centralpointoregon.gov



1 Meeting Called to Order

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

2 Pledge of Allegiance

3 Roll Call

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

The following staff were also present: City Manager Chris Clayton, Acting City Attorney Dan O'Connor, Parks and Public Works Director Matt Samitore, Finance Director Steve Weber, Planning Director Stephanie Powers, Police Lt. Chadd Griffin, and City Recorder Rachel Neuenschwander.

4 Public Comments

5 Consent Agenda

A. Approval of April 25, 2024, Meeting Minutes

Michael Parsons moved to approve the minutes as amended.

Motion: Amend

Moved By: Michael Parsons

Seconded by: Rob Hernandez

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

6 Items Removed from the Consent Agenda

7 Ordinances and Resolutions

A. Ordinance Repealing City Treasurer & Expanding Finance Director Duties 2nd Reading

City Manager Chris Clayton presented the second reading of an Ordinance Repealing City Treasurer & Expanding Finance Director Duties. No changes were made since the first reading.

Kelley Johnson moved to approve Ordinance No. 2115 the Ordinance amending CPMC Chapter 2.12 - repealing provisions for City Treasurer and expanding Finance Director duties.

Motion: Approve

Moved By: Kelley Johnson **Seconded by:** Tanea Browning

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

B. Mobile Food Business Code Amendments

Planning Director Stephanie Powers presented a Resolution of Intent to the Council regarding the Mobile Food Business Code Amendments. City staff is seeking direction from the council to initiate code amendments to clarify mobile food business definitions and regulations. Since the new rules have been adopted, the City has observed an increase in mobile food business service and has noted what seems to be working well and where changes to the code should be considered. Based on complaints, staff observations, and input from the Citizen's Advisory Committee and the Planning Commission, the following issues have been identified:

- Mobile food businesses are locating or requesting permission to locate in areas where they are not currently allowed, including the High Mix Residential (HMR) zone in Twin Creeks, the Employment Commercial (EC) zone outside the Central Business District, and

the public right-of-way;

- Every mobile food truck in the city has set up a temporary shelter for patrons to wait for food and consume food on-site. This is not currently permitted in the development and operational standards. Additionally, the Transit-oriented Development Overlay requires a higher level of design that is not met by temporary pop-up style shelters;
- Based on implementation, the application process and requirements are not transparent and vary from other cities in the valley; and
- There is a more significant impact on the street system than was initially considered, which has promoted re-evaluation of the application requirements and System Development Charges for mobile food business operations in the City.

Staff and Council discussed different options for amendments to the code so that it is easily understood. Planning will work on making amendments to clarify the code and to bring it back to the council at a future meeting.

Melody Thueson moved to recommend approval of Resolution No. 1785, A Resolution Declaring the City Council's Intent to Initiate Amendments to the Central Point Municipal Code in Chapter 5.44, Mobile Food Businesses, and Various Chapters in Chapter 17, Zoning, to Expand Mobile Food Business Location Opportunities, Clarify Application Requirements and Standards and Make Other Minor Revisions.

Motion: Approve

Moved By: Melody Thueson **Seconded by:** Kelley Johnson

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

8 Business

A. Community Center Lease and Cost Estimates

Parks and Public Works Director updated the Community Center to the Council. Since the last update, the City and County have agreed upon a 119,000-square-foot community center. The City's portion has

grown to 31%. This includes two meeting rooms, an exercise room, a community teaching kitchen, a pre-school/teen room, staff offices, a concession stand, and two gymnasiums. The City's maximum amount would be 18.7 million.

The land use process has been completed, and Adroit Construction has been hired as the facility's contractor. An early design package is ready to be submitted to Jackson County, RVSS, and the City of Central Point for construction in June. Additionally, the team is prepared to move forward on the final design and purchase of the steel building.

The current maximum price includes an almost six million-dollar contingency from Adroit and an additional 1.5 million from Jackson County. We are still awaiting connection costs from Pacific Power, RVSS, and Avista.

City staff worked with County staff to identify various value engineering and cost options to help reduce the City's obligations. Adroit Construction has identified various construction-level changes and a potential grant for Solar. These cost savings equate to around 2.5 million. Other cost-saving options are to remove a proposed wall between the County and City sides, change the exercise room to a classroom, delay the playground until year 2, and an option to reduce the number of classrooms the City has access to.

The Council would like to keep the multi-purpose room and hold off on putting in the kitchen equipment. There was talk about using the rooms for a Pre-school, as there is a need for this in the community.

City Manager Chris Clayton spoke to the Council regarding the financial aspect of the Community Center. The City has been working on a use agreement to be presented to the County next week. If the City chooses not to go forward with this project, with the past agreement, the City agreed to pay 50% of the design cost, which would be about \$800,000. The Jackson County Lease Terms are a 35-year Amortization of a 15 million dollar base, with a balloon payment in years 6-10 and an interest rate of 4.5%. After the initial term, lease rates would be renegotiated based on market factors.

Mr. Clayton shared the Urban Renewal Financial Projections with the Council. The 2024 UR Tax Increment Projection was \$1,086,764.73, and the amount collected is slightly higher than this projected amount.

As undeveloped properties within the Urban Renewal district develop, the amount of property taxes that will be received is projected to increase to \$2,498,948.33 by 2030. Also presented were estimated Fund Balance and Expenditures from 2024-2040, showing that the lease could be paid in full in 10 years, still leaving the ending fund balance of the Urban Renewal in a good position for any future projects to be completed.

The Council has concerns over the lease agreement. The facility would benefit the City and the community. The user agreement needs to be one that will survive staffing changes; the City Council and the County Board of Commissioners will change in the next ten years. The Council had questions about why the use agreement had not been discussed. The primary benefit to the facility is that both sides have relinquished some control over the facility. The process has been very complicated, and there has been a lack of communication between all involved parties. The user agreement will help build a relationship between the City and the County regarding how the facility operations will take place, as the County is great at running special events, and the City is great at running the day-to-day operations of recreation classes and other smaller community events.

City staff will meet with Jackson County next week regarding the user agreement and will return more information at the May 23, 2024, Council Meeting.

C. Planning Commission Report - May 7, 2024

Planning Director Stephanie Powers presented to the council the Planning Commission report from the May 7, 2024, commission meeting. There were four items on the agenda including two quasi-judicial public hearings for a Master Plan and Tentative Subdivision Plan for property within the Eastside Transit Oriented Development (ETOD) Overlay area, a public hearing for Pheasant Creek Estates Phase II and the Housing Authority Partition.

The City Planning Staff and the Planning Commission bid farewell to Don Dixon, who has served on the Planning Commission since the fall of 2023. He is moving out of the area for a couple of years.

9 Mayor's Report

Mayor Williams reported that:

- He attended a Meet and Greet at Twin Creeks for Representative

Christine Goodwin.

- He was on a Zoom call with Placer.ai, and they wanted the city to use their program.

10 City Manager's Report

City Manager Chris Clayton reported that:

- He will be sending out an updated emergency evacuation map tomorrow.
- He has been talking with the Grange Co-op regarding a land swap for the Bush St. and Community Garden property that is located behind the Grange Co-op on First St., as they are looking for more storage.
- CIS let the City know that the management insurance increase would be 9.2%.
- Rachel has been working with Public Works and Police regarding Weed Abatements.
- He will share an article tomorrow that Scott Logue shared with him regarding the top states in which to be a police officer.
- He discussed possibly putting together an ad-hoc committee regarding the diesel fuel tax.
- The City has received approximately 300 responses to the community survey so far.

11 Council Reports

Council Member Melody Thueson reported that:

- She attended the School Board meeting.
- She went to the opening of the Cake Bar in downtown Central Point.

Council Member Mike Parson reported that he attended the Planning Commission report.

Council Member Rob Hernandez reported that:

- He attended the Rotary Auction.
- He attended the Crater Foundation 100% event, for seniors receiving scholarships.

Council Member Tanea Browning reported that:

- She attended the LOC Spring Conference.

- She attended the study session.
- She attended the Rotary Auction.
- There will be a Ribbon Cutting at the park that is being donated back to the school from Fire Dist. 3 on Saturday.

Council Member Neil Olsen reported that he attended the Planning Commission meeting.

12 Department Reports

Planning Director Stephanie Powers reported that the Wash-n-Go submitted a revised plan of just painting the trim.

Parks & Public Works Director Matt Samitore reported that the Made in Southern Oregon Event is this weekend. The food court area has expanded and invited all the council to visit the event.

Finance Director Steve Weber reported that he handed out copies of letters from the Auditors, which are normal letters that Moss Adams sends out to all clients.

Police Lt. Chadd Griffin reported that:

- At the end of this month, the North West Accreditation Alliance will be on site.
- Officer Lex will be graduating from the Police Academy at the end of this month.

13 Adjournment

Neil Olsen move to adjourn. All said aye and the meeting was adjourned at 9:08 p.m.

The foregoing minutes of the May 9, 2024, Council meeting were approved by the City Council at its meeting of _____, 2024.

Dated:

Mayor Hank Williams

ATTEST:

City Recorder