

- D. Letter – Food for Lane County
- E. Letter – Kiwanis Club of Creswell
- F. Letter – Creswell Citizen – Dawn Rupp
- G. May 2010 Code Enforcement Report

Mr. Shrives updated the Council on two pieces of correspondence; The Food For Lane County Summer Program will be using Creslane Elementary School instead of Harry Holt Park until July 7th in order for public works to prepare the park for the annual 4th of July celebration. After that date they will be using Holt Park for their Summer Lunch Program, and Mr. Shrives has already discussed the letter regarding speeding on Cobalt Lane with the Sheriff's department.

Mr. Shrives reviewed the monthly Code Enforcement Report with the Council and said there were 73 open cases during the month of May.

4. Public Forum

Robert Shaw who resides at 390 Magnolia Drive, Creswell and a board member of the Emerald Valley Homeowners Association (HOA) addressed the Council with irrigation concerns to the Common Area of the Emerald Valley development. Mr. Shaw asked for the Council's consideration to allow the HOA to enter into a 20 year lease with the City for the purpose of using Well #3 previously used for a backup for potable water for irrigation purposes in the Common Area in the Emerald Valley Development.

5. Consent Calendar

- A. Approval of April 12th and May 10, 2010 City Council Meeting Minutes
- B. Approval of Bills – April & May 2010
- C. Liquor License Renewals

Bob Millam moved Jack Gradle seconded to approve the Consent Calendar as presented. Voted on and carried unanimously.

6. Airport

- A. **Resolution 2010-09 A Resolution Adjusting the Basic Rental Fees set Forth in the Existing Airport Leases Between The City of Creswell and The Individual Lessees of Property Located on Hobby Field Airport**

Mr. Shrives said as per Ordinance and Airport Leases, this is the annual review of adjusting basic rental rates. The increase this year in basic rental fees is identified as a 1.58 % increase.

Jack Gradle moved Jean McKittrick seconded to approve Resolution 2010-09 A Resolution Adjusting the Basic Rental Fees set Forth in the Existing Airport Leases Between the City of Creswell and The Individual Lessees of Property Located on Hobby Field Airport. Voted on and carried unanimously.

- B. **Approval of Creswell Airport Market Feasibility Study & Business Plan (RBEG Report)**

The final draft of the Creswell Airport Market Feasibility Study and Business Plan submitted by Airport Consultant Mr. Leland Smith of Elesco was included in the City Council packet for review and adoption. The City Council and Airport Commission held a joint meeting on April 15, 2010 to discuss with Mr. Smith the Creswell Airport and its future. The approval of this market feasibility study and business plan will close out the grant received to complete this project.

Bob Millam moved Jean McKittrick seconded to approve the Creswell Airport Market Feasibility Study & Business Plan as presented. Voted on and carried unanimously.

- C. **Pay Request #2 for Task Order No. 5 Professional Engineering Services to assist the City of Creswell Airport in preparing a Capital Improvement Plan for the development of projects, project phasing, cost opinions, and completion of FAA CIP required forms.**

Jack Gradle moved Bill McCoy seconded that Invoice #1667 from Precision Approach Engineering for the Airport Capital Improvement Plan in the amount of \$1,098.00 be approved. Voted on and carried unanimously.

- D. **Fuel Discussion**

Every June at the fiscal year end it is always a concern that the Airport will run out of fuel. Mr. Shrives reported at this time there is approximately four thousand gallons of fuel to last to the end of the month. He asked for discussion and direction should it get close to the end of the month and fuel supplies are in danger of running out, do we order fuel and revise the budget or wait until July 1st to order more. A discussion ensued with the Council giving their consensus to purchase before June 30th if the Airport is dangerously close to running out.

E. Fuel Discount Policy Revision Discussion

At the joint meeting between the City Council and Airport Commission a brief discussion occurred about fuel discount for businesses on the airport that purchase fuel from the City. The current fuel purchase discount rate stands at ten cents per gallon. Mr. Shrives reported he has reviewed this along with a prepaid card option and feels the current policy of ten cents per gallon fuel discount for fuel purchases by business on the airport is working fine. A brief discussion ensued and the Council gave their consensus to leave the ten cent per gallon discount where it is currently and continue doing business as we have.

7. Public Works

A. Pay Request – CH2MHill – Water System Improvement Project

Jack Gradle moved Jean McKittrick seconded that Council approve Invoice No. 3747096 in the amount of \$14,918.46 from CH2MHill for the Water Treatment Plant Project as presented. Voted on and carried unanimously.

B. Approval of Request and Lease Agreement between the City of Creswell and The Villas at Emerald Valley Homeowners Association (HOA)

Representatives from The Villas at Emerald Valley Homeowners Association (HOA) have approached the City of Creswell with a request to enter into a twenty year lease to provide irrigation water from City owned Well #3 to the common areas of the HOA. Mr. Shrives reported with the completion of the water treatment plant, the city no longer needs to rely on the Emerald Valley well field as a water source, the city would not be treating the water or paying electricity for the well therefore there would be no cost to the city to enter into this lease. This agreement would be a twenty year lease with an escape clause should the city ever need to use the well, and the City being in receipt of \$1350.00 to \$1500.00 per year based on usage. The final draft of the lease is to be brought forth at the July City Council meeting.

Jean McKittrick moved Bob Millam seconded to approve the request by the Villas at Emerald Valley Homeowners Association (HOA) to lease well #3 owned by the City for the purpose of common area irrigation within the HOA. Although work may begin on the project and water may be provided, if a final lease agreement is not reached by the July 2010 City Council Meeting, then the approval of the request will be null and void. Voted on and carried unanimously.

Attorney Ken Jones said there are going to be significant wording changes in the final version of the lease as the city doesn't own the land the well is on, the city has an easement and the City owns the well.

Mr. Shaw, representative of the Emerald Valley Homeowners Association said the group is completely overwhelmed by the legal language and requested to have until the August City Council meeting to have the final lease agreement in place. Mr. Shrives said if the lease agreement is not complete at the July 12th City Council meeting, the group can request an extension of time.

8. Administration

A. Emerald People's Utility Discussion (EPUD) Discussion

Mr. Shrives said in 2003 the City signed an Urban Street Lighting Contract with EPUD for the installation, operation and maintenance of streetlights along Emerald Parkway. The streetlights were installed to standards that allowed only EPUD or a licensed electrician to perform maintenance on them. This has not been a problem up until last year when the rates rose approximately three times per light. Costs increased from \$9.00 per light to \$26.00 per light. In looking for ways to lower the costs EPUD suggested the City take over the ownership of the lights and enter into a maintenance contract with them. The maintenance contract would be on a time and materials basis. In researching this Mr. Shrives found the savings of approximately \$24,000.00 per year in energy costs if the City assumes ownership of the streetlights.

A discussion ensued and the Council gave Mr. Shrives direction to move forward and negotiate a contract with EPUD for City ownership of the EPUD streetlights and also negotiate a streetlight maintenance contract with EPUD, to be presented for Council approval at the July City Council meeting.

B. Resolution 2010-10 A Resolution Establishing the Cobalt Building Capital Campaign Committee

Jean McKittrick reported on the first Capital Campaign Committee meeting held with consultant Rich Foster. There are currently five members on the committee; Titus Tomlinson, RARE Intern for City of Creswell, Creswell High School Principal Gary Mounce, City Councilor Jean McKittrick and a representative from Head Start and Creswell Clubhouse. The committee is looking to add a few more members to the initial steering committee. At the first meeting they outlined an agenda on how they were going to proceed with this project. Ms. McKittrick said they need to raise over a million dollars for the renovation of the building. The next meeting is scheduled for June 16, 2010.

Bob Millam moved Jack Gradle seconded that Council adopt Resolution 2010-10 A Resolution Establishing the Cobalt Building Capital Campaign Committee and further acknowledge the CBCCS as an advisory committee for the City of Creswell. Voted on and carried unanimously.

C. Sign Easement Discussion

Code Enforcement Officer Lissa Davis addressed the Council regarding Sign Code Violations within Creswell. Ms. Davis has been in contact with local business owners who have prohibited signage and they are voicing concerns that Creswell is creating a non-friendly business environment and causing economic harm to their businesses. Ms. Davis said the business owner's signs are important to them from an economic standpoint but the sign ordinance provides safety issues as well. Ms. Davis suggested the sign code is in need of updating and proposed to form a committee consisting of three business owners/Chamber of Commerce members, a realtor, a Council member, and either the transportation or public safety committee to review and recommend revisions to the ordinance. The City of Springfield has an Open Banner Program Ms. Davis would like for the committee to review and possibly incorporate into Creswell's sign ordinance.

A discussion ensued regarding real estate signs, garage signs, sandwich board signs, and placing a moratorium on Sign Code enforcement.

Bill McCoy moved Jean McKittrick seconded to declare a 90 day moratorium on Sign Code enforcement for existing signs and form an ad hoc committee to come up with a proposal to revise the sign ordinance and report back to the City Council at the September 13, 2010 meeting. Voted on and carried unanimously.

D. Acceptance of David Case Resignation

Bob Millam moved Jack Gradle seconded to accept David Case's resignation from City Council effective June 1, 2010 and directed staff to advertise the vacancy. Voted on and carried unanimously.

Mr. Shrives said he would advertise the position and bring back a recommendation to the June 21st Budget Committee Meeting.

E. Resolution 2010-11 A Resolution Charging Off Delinquent Water/Sewer Accounts

Jean McKittrick moved Jack Gradle seconded to approve Resolution No. 2010-11 A Resolution Charging Off Delinquent Water/Sewer Accounts. Voted on and carried unanimously.

F. November 2, 2010 General Election

City Recorder Roberta Tharp reported the City will be holding elections for four positions at the general election in November. The open positions consist of the Mayor and three councilors at large with candidate election packets available for pick-up beginning Friday of this week.

G. Memo of Understanding - For the Criminal Justice Commission 2010-2012 Law Enforcement Grant Program to Disrupt the Manufacture and Distribution of Illicit Drugs.

Mark Shrives presented a Memo of Understand (MOU) for a grant that Lane County is applying for. The proposed grant is for \$125,000.00 per year for use by small jurisdictions in Lane County for drug related law enforcement efforts. For Creswell this would mean \$5,000.00 a year in overtime for additional drug enforcement work or to apply towards drug-related training. If Lane County receives the grant we would enter into an Intergovernmental Agreement with them. At this point all Lane County cities are involved and the MOU is nothing more than being part of the grant application. Council gave their consensus for Mr. Shrives to sign and submit the MOU for the Criminal Justice Commission 2010-2012 Law Enforcement Grant Program.

9. Clerk's Report

10. Upcoming Meetings

- a. June 11, 2010 – Save the Schoolhouse Committee Meeting
- b. June 10 – Airport Commission Meeting
- c. June 21, 2010 – Budget Hearing – 7:00 PM – Community Center
- d.

11. Adjournment

There being no further business to come before the council, Mayor Robert Hooker adjourned the meeting at 8:00 PM.

Robert A. Hooker, Mayor

Roberta J Tharp, City Recorder