

City of Creswell  
City Council Minutes  
November 8, 2010

Council Present:

Mike Anderson	Jack Gradle
Bob Hooker	Bill McCoy
Bob Millam	Jean McKittrick
Jane Vincent	

Staff Present:

Mark Shrives	City Administrator
Roberta Tharp	City Recorder
Layli Nichols	Finance Director
Wes Johnson	RARE Intern

Council Absent: 1 Bob Millam - Excused  
Press: 1 – Creswell Chronicle  
Audience: 9

The regularly scheduled City Council meeting was called to order by Mayor Bob Hooker at 7:00 PM and the pledge of allegiance given.

Mayor Bob Hooker excused Councilor Bob Millam from this meeting due to illness of an immediate family member.

**1. a. Lane County Sheriff's 2010 Crime Trend Analysis Report – Sgt. Douglas Osborne**

Sgt. Doug Osborne addressed the Council and gave a 2010 Crime Trend Analysis Report for the City of Creswell. The analysis is basically a look at different reports that classify crimes, locations and the time the crimes occurred. With that information the Sheriff's Department is able to tailor patrols that focus on the problem areas and provide community outreach. Sgt. Osborne feels the staffing of the Sheriff's Department is appropriately positioned for the City of Creswell.

Sgt. Osborne said over the past three years the crime numbers for the City of Creswell are very consistent. Person crimes are staying about the same and property crimes show an overall reduction. The one increase in property crimes is thefts from vehicles and Sgt. Osborne is looking to partner with the City and the Chronicle to do some community outreach to remind folks to lock up their cars and not to leave valuables in them.

Sgt. Osborne reported the Creswell Deputies and the High School Administration have formed a partnership and better understanding of working together to solve some of the disciplinary problems at the school.

Sgt. Osborne thanked the Council and Mark Shrives for splitting the cost of a hand held radar gun for the deputies' use in Creswell. He reported there has not been any increase in the amount of traffic accidents within the City and is pleased to announce the traffic team will be aiding in traffic enforcement at no extra cost to the city from time to time. The traffic team was able to revise the E-Citation System which will allow them to write citations into Creswell Municipal Court without having the City having purchase expensive software; therefore the court should be seeing an increase in traffic citations.

**b. Creswell Youth Advisory Council Presentation (CYAC) – Ryan Dodson**

Ryan Dodson, CYAC representative addressed the council and presented an update on the group's activities. CYAC has given presentations to four classes at the High School and handed out a number of membership applications. The CYAC is working on a fundraiser for the Cobalt Capital Campaign and will be having a Christmas Tree Decorating Contest and Auction on December 2<sup>nd</sup> in conjunction with the Tree Lighting Ceremony. They are also planning a retreat next weekend in order to plan out the next year. Mr. Dodson said with the Council's consensus he has been working on a resolution to present that will allow a CYAC representative to sit at the table with the City Council. The language of the Resolution was based on the Creswell City Charter and will allow the CYAC to have one non-binding vote.

i. Resolution 2010-27 A Resolution Establishing A Program For Youth Representation On The City Council and Establishing Criteria For Selection Of A Youth Representative

Bill McCoy moved Jean McKittrick seconded that Council approve Resolution 2010-27 A Resolution Establishing A Program For Youth Representation On The City Council And Establishing Criteria For Selection Of A Youth Representative as presented. Voted on and carried unanimously.

**2. Comments from Mayor, City Council, City Administrator**

Bob Hooker passed out the annual City Administrator Performance Evaluation for Mark Shrives review. Mr. Hooker said it is the same format as last year and he would like to have them back by the December Council meeting so he can review them and present the results at the January meeting.

Bill McCoy reported the modifications to the quilt cabinet in City Hall are complete and the Centennial Quilt has been hung for everyone to enjoy.

Mark Shrives presented the 2010 CityCounty Insurance Services/League of Oregon Cities Annual Safety and Wellness award received at the League of Oregon Cities Conference. The Gold Safety Award represents an injury frequency rate of zero incidents during the fiscal years of 2009-2010.

Mark Shrives reported the Community Sharing Program has resumed its services once again at their satellite office in the Community Center. This program is designed to help low income residents with services such as utility, rent, food and daycare during the fall, winter and spring.

RARE Intern Wes Johnson said he has been contacted by Senior and Disabled Services who would like to use the Community Center on Wednesday afternoons from 2:00 – 4:00 PM to help residents schedule appointments for LIEAP (Low Income Energy Assistance Program). Mr. Johnson said this is basically the same service Community Sharing provides only Senior and Disabled Services cater to residents who are sixty years and older. Mr. Shrives said by allowing them to use the center, it is an attempt to bring services to Creswell residents instead of them having to leave town for assistance. There are other organizations that are interested in participating in this sort of venture and he is trying to form a committee to start working with them that will transition these programs away from the city and back to the organizations.

**3. Correspondence**

Bob Hooker asked Mark Shrives to give an update on the code enforcement program. Mr. Shrives said overall the program is successful and things are going well, the initial issues have been dealt with and we are now moving on to properties that are on the border of abatement. The Code Enforcement Officer, Lissa Davis has completed a survey of Creswell properties and shows that forty one properties have been identified as in jeopardy of violations. They will be receiving a letter and given a specified time to become compliant. If the property owner fails to comply we will begin the abatement process. Having a code enforcement officer has really cut down on the amount of complaints Mark Shrives receives which allows him to focus his time on other issues.

**4. Public Forum**

No public comments were given.

**5. Consent Calendar**

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

**6. Airport**

Mark Shrives said he would like to schedule a joint City Council/Airport Commission work session for November 22, 2010 to follow up on topics discussed at previous sessions. The Council decided the time of meeting would be determined next week after checking with Bob Millam for his availability.

**7. Public Works**

**A. Pay Request – CH2MHill Invoice #3766155 Water System Improvement Project**

Jean McKittrick moved Jack Gradle seconded that Council approve Invoice No. 3766155 in the amount of \$3,646.62 from CH2MHill for the Water Treatment Plant Project as presented. Voted on and carried unanimously. Mr. Shrives reported the last performance test on the water treatment plant was completed today and after the Pall Corporation and CH2MHill review the data, we will begin closing out the project.

**8. Administration**

**A. Resolution 2010-28 A Resolution Endorsing The Proposed Bylaws For The Lane Area Commission On Transportation (LACT) And Rescinding Resolution 2010-08**

Bill McCoy moved Jean McKittrick seconded Resolution 2010-28 A Resolution Endorsing The Proposed Bylaws Dated October 11, 2010 For The Lane Area Commission On Transportation (LACT) be approved. Voted on and carried unanimously.

**B. Sign Code Update Status Discussion**

Mark Shrives asked the Council for another ninety day extension on the sign code enforcement moratorium as the committee has met and reports they need to review the sign code in its entirety and also wishes to expand the committee to include business owners and other interested parties for this process. This will allow the committee to review, revise and present a new sign code. The Council gave their consensus to extend the moratorium on sign code violations to allow the sign code committee to review, revise and compile a new sign code to bring before the Council for approval at the March meeting.

**C. Lobbyist Discussion**

Mark Shrives said he met with a Lobbyist from Washington DC whose main focus is pursuing funding for projects within small cities. Mr. Shrives asked the Council for thoughts and discussion on hiring a Lobbyist to lobby for funding on projects such as the Cobalt Building and Hangars at the Airport. A discussion ensued regarding cost and fees associated with paying a lobbyist and Mr. Shrives said there are a couple of options. The first being a monthly fee or it could be on a commission only basis, if he produces funding you would pay him a percentage. The one cost associated with the lobbyist would be to pay for his expenses which we could impose a cap on such as \$1,500.00. Mr. Shrives said he is doing some research on grant costs for comparison to determine if it makes sense to go with a lobbyist.

A discussion ensued regarding negotiation of commission, doing a background check on the lobbyist, other small cities in Lane County participating, and how budgeting for this would work. The Council gave their consensus to move forward with research on the lobbyist and further discuss which direction to proceed at the December meeting.

**9. Clerk's Report - None**

**10. Upcoming Meetings**

- a. November 11, 2010 – Veterans Day – City Hall Closed
- b. November 18, 2010 – Planning Commission Meeting – 7:00 PM Community Center
- c. November 25/26, 2010 – Thanksgiving Holiday – City Hall Closed
- d. December 13, 2010 – City Council Meeting

**11. Adjournment**

There being no further business to come before the council, Mayor Robert Hooker adjourned the meeting at 7:44 PM.

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Robert A. Hooker, Mayor

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Roberta J Tharp, City Recorder