

City of Creswell
City Council Minutes
February 7, 2011

Council Present:

Mike Anderson
Bill McCoy
A.J. O'Connell

Bob Hooker
Jean McKittrick
Jane Vincent

Staff Present:

Mark Shrives
Roberta Tharp
Roy Sprout
Layli Nichols
Shelley Humble
Denise Walters
Wes Johnson
McKenna Lutje
City Administrator
City Recorder
Public Works Director
Finance Director
Airport Manager
City Planner
RARE Intern
CYAC – (Creswell
Youth Advisory Council) Representative

Council Absent: 1 – Jack Gradle
Press: 1 – Creswell Chronicle
Audience: 11

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 Hooker excused Jack Gradle from this meeting.

State of the City Address

Mayor Hooker presented the 2011 State of the City Address. Mr. Hooker said 2010 was a stabilization year with the main goal being to keep Creswell at the forefront of technology and communication. Mr. Hooker thanked the Council and City Staff for working together to accomplish that goal. During the past year the City completed numerous projects such; the Water Treatment Project, the Airport Fire Suppression Project and February 2011 marks the one year anniversary of moving into the new City Hall. The City also built and maintained many partnerships during 2010; Creswell School District, Coast Fork Watershed Council, Emerald People's Utility District, Rick Dancer Media Services and created CYAC (Creswell Youth Advisory Council) for young people who want to be involved in local government. The City was able to host a tour of Creswell for City Officials from around the State during the annual League of Oregon Cities Conference hosted by the City of Eugene. The tour showcased Creswell Middle School, Creswell Library, Garden Lake Park, the Airport, the Water Treatment Plant, Golf Course and the New City Hall. Mr. Hooker touched on communication by stating the City launched a social media network on Facebook, Twitter, and YouTube, established the on-line bill pay system and an online Citizen Request Program and continued with the quarterly newsletter. Mr. Hooker said Creswell also held the annual 4th of July Celebration, Greet and Treat and Tree Lighting Ceremony and received a beautiful gift; a handmade quilt from a group of community members, reflecting the past 100 years of history which is now on display at City Hall. In 2011, Mr. Hooker said the City will continue with past partnerships and work on building new ones like the lobbying firm in Washington D.C. who will assist us in our quest for federal funding dollars for Airport and Street improvements. The City will continue with the design work in order to complete the second floor of City Hall, update the Creswell Sign Code, and define and refine the Comprehensive Plan to ensure a solid vision for the future of Creswell.

1. Planning

a. Public Hearing – Replat of the Reserve – VAC 2010-01

Denise Walters, City Planner addressed the council explaining the proposed Ordinance 470 is initiated by Lane County Waste Management to vacate an undeveloped portion of the Reserve Subdivision Plat; the site is identified in Assessor's map as 19-03-13-13 Lot 02000 and was reviewed under the Creswell Development Code 4.1.500, 4.3.210, and ORS 271.090 – 271.230.

Ms. Walters said in 2006 the City approved The Reserve planned unit development (PUD-2006-01) and The Reserve Phase 1 Subdivision (SUB-2006-05). The PUD proposal established Tract D along the east side of the boundary for future phase 2 development to provide time for a property line dispute between the applicant, Valley Development LLC and Lane County Waste Management Division to be resolved. As part of the settlement agreement, Lane County was directed to purchase the impacted area. In order to allow the County to purchase the 43,098 square feet, along the east side of the subdivision and PUD an approval of the vacation proposal is

needed. The Planning Commission has reviewed and is recommending approval to the City Council on the vacation proposal. Ms. Walters said if approved by the Council, this area will be removed from The Reserve subdivision and PUD so the area is not subject to The Reserve covenants, codes, and restrictions and/or PUD overlay zone. The vacated portion will take access from Cloverdale Road though the existing Lane County facility and the existing eight foot public utility easement along Hagens Court cul-de-sac shall remain and is not included in the vacation request. Ms. Walters said there have been no written objections filed.

Mayor Hooker opened the Public Hearing on the Vacation of an undeveloped portion of the reserve Subdivision case no. VAC-2010-01 and asked the Council to declare any ex parte contacts, visited the site actual or potential conflict of interest or bias. Councilor Anderson and McKittrick declared they attended the January 20th planning commission meeting where this issue was discussed but both had left the meeting before any decisions were made.

Mark Rust, Planner for Lane County and representative for the Lane County Waste Management Division, 125 East 8th Avenue, Eugene OR 97401 addressed the City Council and spoke in support and requested approval of the proposed vacation.

There being no other public testimony Mayor Hooker closed the Public Hearing.

b. Ordinance 470 An Ordinance Vacating A Portion of the Reserve Subdivision Located in Assessor's Map 19-03-13-13 Lott 2000 and Providing an Effective Date

Bill McCoy read twice by title and moved Mike Anderson seconded that the City Council adopt Ordinance Number 470, An Ordinance Vacating A Portion of the Reserve Subdivision Located in Assessor's Map 19-03-13-13 Lot 2000 and Providing an Effective Date. Voted on and carried unanimously. CYAC voted representative voted in favor.

c. Resolution 2011-02 A Resolution Requesting The Board of Commissioners of Lane County Surrender A Portion of Harvey Road in Creswell, Oregon

Jean McKittrick moved Mike Anderson seconded that the City Council adopt Resolution Number 2011-02, A Resolution Initiating Surrender of a Portion of Harvey Road (North 5th Street). Voted on and carried unanimously. CYAC representative voted in favor.

2. Abatement Appeal Hearing – 805 West “A” Street

Mayor Hooker opened the abatement appeal hearing. Jerry Lee, owner and resident of 805 West “A” Street addressed the council citing false charges. Mr. Lee spoke in opposition to notification and explanation of violations. A discussion ensued regarding membrane structures placed in yards. Mr. Shrives said membrane structures are not allowed under the development code and this particular one was originally placed in the setback area but has recently been moved. This is one of many violations the City is beginning to address. Additional discussion ensued regarding financial constraints on the resident's part for the abatement process.

Bob Hooker moved Jean McKittrick seconded that violations of the Creswell Municipal Code, section 8, exist on the subject property and that the person/s responsible for the property abate the nuisance no later than February 18, 2011. If abatement is not made, staff is directed to proceed with the abatement of the nuisance located at 805 West “A” Street; and with the recovery of abatement and administrative costs as provided in Section 8.05.200 of the Creswell Municipal Code. Motion carried with councilors Anderson, Hooker, McKittrick, and McCoy voting in favor and councilors O'Connell and Vincent opposing. CYAC Representative voted in favor.

Mark Shrives asked Jerry and Evelyn Lee to set up a meeting with Roy Sprout and himself to try to identify the issues and possibly avoid the administrative warrant being signed by the Municipal Judge which will cause the abatement to begin.

3. RARE (Resource Assistance for Rural Environments) Update

a. Tree Board Appointments

Bob Hooker moved Jean McKittrick seconded to appoint Roy Sprout, Hollie Campbell, Ryan Dodson, McKenna Lutje and Martha McReynolds, Jr., to fill positions on the City of Creswell Tree Board for a term expiring on December 31, 2014 and Bill McCoy as City Council Representative for the year 2011. Voted on and carried unanimously. CYAC voted in favor.

b. Social Services Update – Wes Johnson

Tree City USA – The City was informed this week by the State Forestry Department, they are recommending to the Arbor Day Foundation the City of Creswell be recognized as a Tree City USA and will be present the award on Earth Day, April 22, 2011.

Social Services – Community Sharing Program is continuing to run a satellite office out of the Community Center. Since October, Community Sharing has seen forty clients and has provided \$2,336.00 worth of assistance and has referred twenty one clients to other services.

Community Sharing Strategic Plan – The plan written last year by RARE Intern Titus Tomlinson, has began to identify office space in Creswell for Social Services. A committee comprised of twelve citizens has been working to increase local access to social services within the community by researching to utilize the Marquess building located at 285 East Oregon Avenue as a hub. The main tenant of the building has offered to rent office space out to social services agencies for \$200.00 per month including utilities and internet access. Mr. Johnson reported he has been researching other agencies who may want to share the space by distributing an online survey to organizations that serve South Lane County and results show there are between eight to twelve organizations who would be interested in sharing space at the hub. Most of those organizations would need help from either the City or by fundraising efforts to pay the rent. Mr. Johnson said he will provide the official results of the survey at the March meeting.

4. Comments from Mayor, City Council, and City Administrator

Bob Hooker announced Wednesday, February 9th is the first Lane Area Commission on Transportation meeting.

Bill McCoy said he and at least two other City Councilors are planning on attending the Economic Gardening Presentation on Wednesday, February 9th at the University of Oregon.

Mark Shives handed out a book titled “13 Ways to Kill Your Community” for each councilor to read. Mr. Shives said he has read the book which was recommended by Helen Hollyer of the Creswell Chronicle and found it to be very good.

Mark Shives handed out the January 2011 monthly report from Andrew Beck of Bridge Government Relations, LLC. Mr. Beck is the lobbyist in Washington DC the city has formed a partnership with to help secure federal funding for City projects. The report outlined the actions taken by Bridge Government Relations during January and the next steps for February.

5. Correspondence

No comments on Correspondence were given.

6. Public Forum

No public comments were presented.

7. Consent Calendar

Bob Hooker moved Jean McKittrick seconded to approve the Consent Calendar as presented and amended to include the November 30, 2010 Check Register. Voted on and carried unanimously. CYAC Representative voted in favor.

8. CYAC (Creswell Youth Advisory Council) Update -

Ryan Dodson addressed the council giving an update on the Youth Advisory Council stating they have formed two committees: the video committee and the survey committee. The video committee is working on their first video titled “What Is There to do in Creswell” and the survey committee is working to determine what youth want to see as far as events within the community.

9. Airport Grant Update

Airport Manager Shelley Humble addressed the council and gave a brief update on Airport Grants. Ms. Humble said she has been working to finish up projects with the remaining money from the AIP 007 & 008 and CORA grants. The goal is to remove obstructions that were depicted in the 2007 Master Layout Plan with the remaining funds. The time line of the project is to put the obstruction removal project out for bid by the end of February or the first of March and have the project completed by June 30, 2011. Ms. Humble said she finished filing the required forms today and has sent letters to property owners asking permission to remove the obstructions. The remaining balance of the AIP 007 grant is \$49,000 and \$7,000 of CORA. The balance of AIP

008 is \$106,000 and CORA \$6,000, leaving the only cost to the City being staff time and labor to work on the grants.

10. Public Works

No agenda items for public works.

11. Administration

A. Appoint 2011 Council Committee Chairpersons

Mayor Hooker said at the last council meeting, he appointed the 2011 Council Committees and was going to let each committee elect their own chairperson. It has since come to his attention that by Ordinance 414 the committee chairperson must be appointed by the Mayor.

A discussion ensued regarding Ordinance 414 and the Mayor's authority to appoint committee chairpersons.

A.J. O'Connell moved Jane Vincent seconded to postpone this matter until the March meeting until all councilors can be given a copy of Ordinance 414 for their consideration. A discussion ensued regarding the committees needing to meet. Motion failed with Councilors O'Connell and Vincent voting in favor and Councilors Anderson, Hooker, McCoy and McKittrick voting in opposition. CYAC Representative voted in opposition.

Bob Hooker moved Jean McKittrick seconded to rescind the previous council decision made in January regarding the appointment of City Council committees and to re-appoint the committees and declare chairpersons. Motion carried with Councilors Anderson, Hooker, McCoy and McKittrick voting in favor and Councilors O'Connell and Vincent voting in opposition. CYAC Representative voted in favor.

Mayor Hooker re-appointed the following City Council Committees and declared the chairpersons.

Administration

Jack Gradle*
A.J. O'Connell
Jane Vincent

Finance

Mike Anderson
Bill McCoy
Jean McKittrick *

Public Safety

Mike Anderson
Jack Gradle
Jane Vincent*

Transportation

Jack Gradle
A.J. O'Connell
Bill McCoy*

Cultural Services

Jean McKittrick
A.J. O'Connell*
Jane Vincent

Economic /Community Development

Mike Anderson*
Bill McCoy
Jean McKittrick

* denotes chairperson.

Mayor Hooker said there are some discrepancies in the languages between the Council Rules and the Charter and directed staff to look into this and straighten up the language that conflicts.

Mayor Hooker reminded the council that the committees have their own right to convene a meeting but only to work on priorities toward the council goals. Councilor McCoy reminded everyone the committees are for advisory purposes only.

Bob Hooker moved Jean McKittrick seconded to approve the 2011 Creswell City Council Committees and Chairpersons as presented. Motion carried with Councilors Anderson, Hooker, McCoy, McKittrick and Vincent voting in favor and Councilor O'Connell voting in opposition. CYAC Representative voted in favor.

B. City Council Funding Priorities

Mark Shrives presented the City Council Funding Priorities discussed at the January 29, 2011 City Council Retreat and asked for confirmation.

Priority Projects using General Fund

City Hall (Complete Upstairs)
Streets (Capital Projects)
Planning (Maintain Services)

Priority Projects based on Federal Funding

Airport (T-Hangers)
Streets (South 10th Street)
Waste Water Inflow/Infiltration
Green Parking Lot Additions

Councilor McCoy asked Mr. Shrives to prepare a street report and present to the Council.

A brief discussion ensued regarding City Hall costs.

Bob Hooker moved Jean McKittrick seconded to approve the 2011 City Council Priority Projects as presented. Motion carried with Councilors Anderson, Hooker, McCoy, McKittrick and Vincent voting in favor and Councilor O'Connell opposing. CYAC Representative voted in favor.

C. Resolution 2011-03 – A Resolution Supporting Kiwanis Children's Cancer Cure Month

Bob Hooker moved Bill McCoy seconded the Council approve Resolution 2011-03 A Resolution Supporting Kiwanis Children's Cancer Cure Month. Voted on and carried unanimously. CYAC Representative voted in favor.

D. Budget Committee Discussion

Bill McCoy reported he has recruited Holly Campbell as his representative to serve on the budget committee. Mr. Shrives reported there are still two vacancies that need to be filled.

E. City Administrator Step Increase

Bob Hooker moved Jean McKittrick seconded to give Mark Shrives a step increase. A discussion ensued regarding the step increase being based on performance and his evaluation. Voted on with Councilors Anderson, Hooker, McCoy, McKittrick voted in favor and Councilors O'Connell and Vincent opposed. CYAC Representative voted in favor.

12. **Clerk's Report** – None

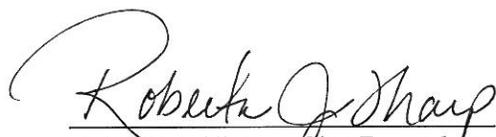
13. **Upcoming Meetings**

A. Planning Commission – February 17, 2011 – Community Center – 7:00 PM

B. Airport Commission Quarterly Meeting – March 10, 2011

14. **Adjournment**

There being no further business to come before the council, Mayor Robert Hooker adjourned the meeting at 8:05 P.M.



Roberta J Tharp, City Recorder



Robert A. Hooker, Mayor