

City of Creswell  
City Council Minutes  
April 11, 2011

Council Present:

Mike Anderson  
Bob Hooker  
Jean McKittrick

Jack Gradle  
Bill McCoy  
A.J. O'Connell

Staff Present:

Mark Shrives  
Roberta Tharp  
Roy Sprout  
Layli Nichols  
Shelley Humble  
Wes Johnson

City Administrator  
City Recorder  
Public Works Director  
Finance Director  
Airport Manager  
RARE Intern

Council Absent: 1 – Jane Vincent – Excused by Mayor Hooker  
\*CYAC Representative McKenna Lutje was not present at this meeting  
Press: 1 – Creswell Chronicle  
Audience: 13

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

**1. Resolution 2011-07 A Resolution Establishing Council Rules and Rescinding Resolution No. 2007-05, A Resolution Establishing Council Rules**

A J. O'Connell moved to divide the motion and debate and discuss and vote on each individual amendment presented. The motion died for a lack of a second.

Jean McKittrick moved Mike Anderson seconded to approve Resolution No. 2011-07 A Resolution Establishing Council Rules and Rescinding Resolution No. 2007-05, A Resolution Establishing Council Rules. The motion passed with Councilors Anderson, Gradle, Hooker, McCoy and McKittrick voting in favor and Councilor O'Connell voting in opposition.

**2. RARE (Resource Assistance for Rural Environments) Update – Wes Johnson**

**a. 2011 Earth Day Celebration at Garden Lake Park and Tree City USA Award Presentation**

Wes Johnson addressed the Council and said the City and the School District are moving forward with planning for the second annual Earth Day Celebration at Garden Lake Park on April 22<sup>nd</sup>. Mr. Johnson said there will be approximately two hundred fifty students from Creslane Elementary, Creswell Christian School, Creswell High School and Kennedy High School in Cottage Grove participating in the educational activities.

**Tree City USA** – Following the Earth Day activities at Garden Lake Park, Creswell's first Tree City USA award will be presented by Paul Clements, a representative of the Oregon Department of Forestry. Mr. Johnson invited the Council and public to attend the Earth Day Celebration and the Tree City USA Awards presentation.

**b. Cobalt Building Redevelopment Project Update**

Mr. Johnson said he and Mark Shrives have met with a Willamalane Parks and Recreation District representative to discuss options for them to take over aspects of programming for the building. They will continue discussions and update the council with progress.

**3. Comments from Mayor, Councilors and City Administrator**

Councilor A. J. O'Connell would like to have discussions regarding disaster planning.

Councilor Jack Gradle said he attended emergency disaster planning classes at the League of Oregon Cities Conference a couple of years ago.

**4. Correspondence**

No comments were presented.

**5. Public Forum**

Christopher Douglas who resides at 83904 North Pacific Highway, Creswell and Parks Advisory Board member addressed the Council with concerns regarding Parks. Mr. Douglas encouraged the Council to budget and invest in Creswell Parks.

**6. Consent Calendar**

3Mark Shrives said with the recent sale of the Emerald Valley Resort a Temporary Liquor License Application has been added to the Consent Calendar to allow for a pre-scheduled banquet.

Jack Gradle moved A.J. O'Connell seconded to approve the Consent Calendar as presented. Voted on and carried unanimously.

**7. CYAC (Creswell Youth Advisory Council) Update**

No report was given

**8. Airport**

**a. Pay Request #2 – Task Order #6 (Invoice #1965) Precision Approach Engineering**

Jean McKittrick moved Bill McCoy seconded that Invoice #1965 from Precision Approach Engineering in the amount of \$2,061.50 be approved. Voted on and carried unanimously.

**b. Pay Request #2 – Task Order #6 (Invoice #1966) Precision Approach Engineering**

Jean McKittrick moved Jack Gradle seconded that Invoice #1966 from Precision Approach Engineering in the amount of \$1,021.50 be approved. Voted on and carried unanimously.

**9. Oregon Avenue Repair Update**

Mark Shrives reported Eugene Sand has projected April 14, 2011, weather dependant, to begin the repair of Oregon Avenue. A pre-construction meeting has been held and it was determined that all work on Oregon Avenue will be completed during the evening hours and on weekends.

**10. Administration**

**A. Intergovernmental Agreement between City of Creswell and Lane Council of Governments – Website Creation & Maintenance**

Mark Shrives said with the addition of Social Media services and the work in progress for an upgrade to the City's website, an additional \$4,000.00 needs to be added to the LCOG contract to get us through this fiscal year. The additional \$4,000.00 will increase the original contract amount from \$6,000.00 to \$10,000.00.

Bill McCoy moved Jean McKittrick seconded to approve Amendment #8 in the amount of \$4,000.00 to the City of Creswell and LCOG Intergovernmental Agreement for website maintenance and creation. The motion passed with Councilors Anderson, Gradle, Hooker, McCoy and McKittrick voting in favor and Councilor O'Connell voting in opposition.

**B. Public Sale for Disposal of Surplus Property**

Jack Gradle moved A.J. O'Connell seconded the Council approve the Surplus List for March 2011 as presented. Voted on and carried unanimously.

**C. Save the Schoolhouse Discussion**

Mark Shrives said everyone received a packet from committee member Carol Campbell for review prior to the meeting and asked Councilor Bill McCoy to provide some background on the Schoolhouse Committee. Mr. McCoy said the Schoolhouse is listed on the historical register as the oldest building in town and the consensus of the committee is it needs an abundant amount of work to preserve it, move it to a location that it can be used that has parking available, and determine a use for the building that will compliment the Cobalt building. With the resignation of four committee members, Mark Shrives asked the Council for direction on appointing new members to the committee and budgeting for the schoolhouse for next fiscal year. The Council directed staff to advertise the vacant positions on the Save the Schoolhouse ad-hoc committee to see what kind of response is received and to place it on the May agenda for discussion as to budgeting.

A discussion ensued about committee membership within or outside the boundaries of Creswell. The Council gave their consensus to allow all but three members of the committee to reside outside the boundaries of the City of Creswell.

**D. Joint Planning Commission/City Council Work session – Wetland Inventory Discussion**

Mark Shrives reported on April 21, 2011 a joint meeting between the City Council and the Planning Commission has been scheduled to discuss the Wetland Inventory Study. The Consultants who performed the study will be in attendance to present the information obtained and to provide a question and answer session.

**E. Sister City Presentation – Councilor A.J. O’Connell**

At the March Council meeting, Mayor Bob Hooker directed Councilor A.J. O’Connell to research the financial considerations of joining the Sister City Program. Mr. O’Connell presented a brief power-point presentation on the findings of his research.

The Sister City program is an agreement between two cities for the purpose of fostering international goodwill and cultural exchange. The initial enrollment cost to join the Sister City Inc. Program is \$150.00 per year/per city. The costs from there depend upon the involvement in different types of activities such as the exchange of City documents, construction of signs or post markers, display of Sister City flags or City Officials’ visits. Sister City Inc. provides a list of cities looking to establish a relationship and based the criteria set for selection; you make your choice from the list.

Mr. O’Connell proposed to establish a relationship with four cities:

- Creswell, England
- Pedasi, Panama
- Kalofer, Bulgaria
- Tillaberi, Niger

based upon criteria such as population, geography, demographics, traditional heritage, linkages and access to transportation infrastructure.

Bob Hooker said at the last Mayor’s Round Table meeting he presented the idea of the Sister City Program to other Mayor’s of Lane County in attendance, and those already involved were not overly thrilled with the program saying even though there are not hard costs, delegation visits are expected. Those who were not already enrolled in the program said they have no interest in pursuing enrollment. Another concern of Bob Hooker’s was spending tax payer’s money on this but suggested it may be possible for private funding from businesses etc. Bill McCoy said if the City were to move forward with the City Sister Program he would recommend choosing only one City. Mark Shrivess suggested that maybe we pursue community support and let the citizens buy into the Sister City Program. Mr. O’Connell said we need to work on establishing a repore and feels this is a very good opportunity for the Council to take the lead on this project.

With the consensus of the Council Jean McKittrick suggested having Mr. O’Connell speak to the Chamber of Commerce, the library, School District and the Youth Advisory Council to find out what interest we have among the community.

Bob Hooker asked A.J. O’Connell to speak to other community groups to gather their thoughts and Mr. O’Connell declined.

Bob Hooker moved Jean McKittrick seconded to not proceed with the Sister City’s Program at this time. The motion carried with Councilors Anderson, Gradle, Hooker, McCoy and McKittrick voting in favor and Councilor O’Connell voting in opposition.

**11. Clerk’s Report – None**

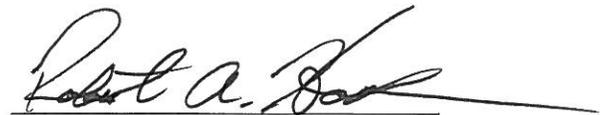
**12. Upcoming Meetings**

- A.** April 21, 2011 – Joint Planning Commission/City Council Meeting – 6:00 PM
- B.** April 22, 2011 – Earth Day Celebration – Tree City USA Presentation
- C.** May 21, 2011 – City Wide Clean-up

**13. Adjournment**

There being no further business to come before the council, Mayor Robert Hooker adjourned the meeting at 7:46 P.M.

  
Roberta J Tharp, City Recorder

  
Robert A. Hooker, Mayor

City of Creswell  
Public Contracting Review Board Minutes  
March 7, 2011

Council Present:

Mike Anderson  
Bill McCoy  
Jean McKittrick  
Jane Vincent

Jack Gradle  
Bob Hooker  
A.J. O'Connell

Staff Present:

Mark Shrives  
Roberta Tharp  
Roy Sprout  
Shelley Humble  
Wes Johnson

City Administrator  
City Recorder  
Public Works Director  
Airport Manager  
RARE Intern

Council Absent:: 0

Press: 1 – Creswell Chronicle

Audience: 8

Mayor Bob Hooker opened the Public Hearing of the Joint Creswell City Council and the City of Creswell Public Contract Review Board.

Mark Shrives said in 2005 and 2006 the City purchased the Local Government Law Groups Public Contracting rules and updates. In 2009 the legislature made changes to the Oregon Public Contracting Code which is reflected in the 2010 Attorney General Model Public Contracting Rules. The Local Government Group has updated the rules which incorporate the new legislative changes. The primary rule changes reflect the following statutory amendments:

- Increased opportunities for disabled veterans in public contracting
- Division 47 now clarifies: a) the meaning of a “satisfactory record of performance”; b) when a contracting agency may find an offer non-responsible; and c) the consequences of a contractor’s failure to meet contract requirements.
- Simplifies emergency procurement procedures for both Divisions 47 and 49
- Division 48 now reflects the statutory prohibition on procuring certain personal services from the same or affiliate firms.
- Other changes include: a) clarify that the entity’s internal review of protests applies to intermediate procurements, as well as to formal procurements; and b) raise the direct appointment threshold for architects and engineers from \$25,000 to \$50,000.

There being no public comment Mayor Hooker closed the public hearing.

A.J. O'Connell moved Mike Anderson seconded to approve Resolution No. 2011-04, A joint resolution of the City Council and Local Public Contract Review Board amending Resolution No. 2005-04 A Resolution establishing Public Contracting Rules In Conformance With Legislative Amendments To The Public Contracting Code For the City of Creswell. Voted on and carried unanimously.

There being no further business to come before the Local Public Contracting Board, Mayor Robert Hooker adjourned the meeting at 7:03 p.m.

  
Roberta J Tharp, City Recorder

  
Robert A. Hooker, Mayor