

**Council Present:**

Holly Campbell  
Brent Gifford  
Dave Stram

Jacob Daniels  
Adam Pelatt  
Jane Vincent

**Staff Present:**

Michelle Amberg  
Roberta Tharp  
Layli Nichols  
Shelley Humble  
Cliff Bellew  
Madeline Phillips  
Seth Evans

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

Council Absent: 1 – Nora Reynolds

Press: 3 - Creswell Chronicle - Scott Olson – Jeanne Olson - Martha McReynolds, Jr.

Audience: 17

The regularly scheduled City Council meeting was called to order by Mayor Dave Stram at 7:12 pm and the Pledge of Allegiance was given.

**Public Forum**

No one from the audience came forward to speak.

**Appreciation Presentation – Larry Patterson**

Due to the recent snow and ice storm, Larry Patterson was unable to make the trip and the presentation will be rescheduled to a later date.

**Mayor's Report**

**Councilor Reynolds' Resignation**

Mayor Stram read aloud a Resignation Letter from Nora Reynolds. Jacob Daniels moved Jane Vincent seconded the Council accept Nora Reynolds resignation. Voted on and the motion carries unanimously.

Mayor Stram asked that staff advertise the vacant seat left on City Council by Ms. Reynolds resignation.

**Parks Advisory Board Appointments**

With the Council's unanimous consensus, Mayor Stram appointed John O'Connell and Linda Warner to the Parks Advisory Board. The mayor will have term expiration dates for the positions by the next meeting.

**Public Meeting Announcement**

On February 20, 2014 a community grocery forum will be held at the Creswell High School beginning at 7:00 pm. A group compiled of city staff and community members have been meeting to discuss what can be done to attract a new grocery store to Creswell. They meet every Monday morning and will continue to do so. The purpose of the community forum is to share information with the community, dispel rumors and listen to what community members have to say.

**Correspondence**

No comments were given on the Correspondence.

**Consent Calendar**

Jacob Daniels moved Adam Pelatt seconded to approve the consent calendar as presented. Voted on and the motion carries unanimously.

**Airport**

Precision Approach Engineering Pay Request #6 for Task Order #7 (Invoice #2810) – Professional Engineering Services to assist the City of Creswell Airport in preparing documents for bid for the installation of an AWOS “A” Weather System and to provide construction administration services during the project.

Adam Pelatt moved Brent Gifford seconded the Council approve Invoice #2810 for Precision Approach Engineering, Inc. in the amount of \$11,198.72 for services performed in accordance with Task Order #7 as presented.

Discussion ensued regarding grants covering additional requirements required by the FAA, timeline for completion of project and placement site for the AWOS. Airport Manager Shelley Humble reported the grants received will cover the total cost of the AWOS, which will be placed on site A as previously discussed and the targeted completion date for the project is June 30, 2014.

Voted on and the motion carries unanimously.

**Public Works**

Olsson Industrial Electric Pay Request #1 (Invoice #24661) – Front Street Lift Station  
Jacob Daniels moved Holly Campbell seconded the Council approve Invoice #24661 from Olsson Industrial Electric for payment in the amount of \$33,606.00 for work completed to date on the Front Street Lift Station project as presented. Voted on and the motion carries unanimously.

**Financial Report** – December 31, 2013 Financial Summary and Statement  
No comments were given.

**City Administration**

**City Administrator Report-** Michelle Amberg  
Michelle Amberg reported she is very happy to be here and thanked everyone for the warm reception. She also recognized and thanked the public works crew for all of their hard work and effort put forth this past week/weekend due to the snow and ice storm.

**Reports: Committees, Commissions and Boards**

**Finance Committee**

Chair Brent Gifford reported the auditor will be attending the March meeting to provide his report to the Council.

**Rules Committee and Administration Committee**

Chair Jacob Daniels reported he will be contacting members of these committees to set up meetings.

**Cultural Committee**

Chair Holly Campbell thanked her committee and staff for the very successful Welcome Reception for Michelle Amberg and Dedication of McCluskey Chambers. She will be calling a meeting of the committee in the near future to review applications for the Community Contributions Funding.

**Parks Advisory Board**

Chair Jessica Pelatt reported the committee discovered a pocket park plan for property included in the parking lot at the corner of 1<sup>st</sup> and C Street. She requested from the Mayor a task be assigned to the City Administrator and staff to research the requirements to add the pocket park to the current plans for the City Hall Parking Lot. She would like them to include costs and everything that would be involved in taking on this project. This project was presented to the Council in 2009 and is included in the adopted Downtown Plan Update Volume 2.

After a brief discussion and with Council’s unanimous consent, Mayor Stram directed Michelle Amberg to do some further analysis on the Pocket Park Plan and report back to the Council at the March or April meeting.

The committee is continuing to look for properties suitable for parks and they are looking to the community for ideas on low hanging fruit projects. These projects would be activities such as drain labeling, opportunities lost if the board doesn’t act soon and projects that will have a big impact to Creswell. This is the committees plan in working towards moving forward with the Parks Master Plan.

**Tree Board**

Chair Holly Campbell reported the Tree Board is continuing their work on the Tree Care plan. They are also looking at how the inventory of street trees will fit into the plan. RARE intern Maddie Phillips is beginning to work on the Earth Day celebration.

**City Council Business**

**Old Business** – No old business

**New Business** – No new business

Mayor Stram reminded everyone about the February 24th work session.

**Adjournment**

There being no further business to come before the council, Mayor Stram adjourned the regular meeting at 7:42 pm.

  
Roberta J Tharp, City Recorder

  
Dave Stram, Mayor