

Council Present:

Omar Bowles
Richard Heyman
Jane Vincent

Patrick Miller
Dave Stram
Richard Zettervall

Staff Present:

Michelle Amberg
Roberta Tharp
Jim Piper
Shelley Humble

City Administrator
City Recorder
Finance Director
Airport Manager

Council Absent: 0

Press: 1 - Creswell Chronicle – Scott Olson

Audience: 17

The regularly scheduled City Council meeting was called to order by Mayor Dave Stram at 7:00 pm and the Pledge of Allegiance was given.

Mayor Stram introduced our out of town guests present this evening:

Lowell Mayor – Mr. Bennett
Lowell City Councilors – Paulson and Osgood
Lowell City Administrator – Jered Cobb

Public Forum

No public comments were given.

Mayor's Report

- Staff Recognition – Mayor Stram presented Airport Manager Shelley Humble with a Service Appreciation Award for her 15+ years of service to the City of Creswell.
- Mayor Stram congratulated the Creswell High School Wrestling Team and their coaches for their performance at the State Wrestling Meet.
- Mayor Stram announced that the application period for filling the City Council vacancy is now closed. We received two applications; one applicant withdrew today. On March 21st prior to the Council Work Session, a Special Meeting will be held to interview the candidate.
- Appointments to the Parks and Tree Advisory Committee
 - Mark Murphy – City Resident – (2 year appointment) Term expires December 31, 2017
 - Carter McReynolds – City Resident – (2 year appointment) Term expires December 31, 2107
 - Jeff Warner – City Resident – (3 year appointment) Term expires December 31, 2108
 - Al Bennet – Non-Resident – (3 year appointment) Term expires December 31, 2018
 - Jane Vincent – City Council Representative – (1 year appointment) Term expires December 31, 2016
 - Michelle Amberg – Staff assigned to the committee

Mayor Stram issued the committee the following charge:

At the first meeting elect a chair and secretary and review the Committee, Commission and Board training manual. Review staff work on construction of pocket park on NE corner of 1st and C Street City Hall parking lot and make a recommendations to the City Council; review requirements for Tree City USA status; review the 2016 Strategic Plan and Parks Master Plan and develop a recommendation based on the plans; hold a joint meeting with the City Council to present and discuss these recommendations. The Chair of this committee shall present a pocket park recommendation at the April 25 City Council meeting. The joint meeting for discussion of the Strategic Plan and Parks Master Plan should be scheduled for the July or August 2016 work session.

The council gave their unanimous consent to the appointments and charges issued to the Parks and Tree Advisory Board.

- Public Safety Committee Charge – Mayor Stram issued the following charge to the Public Safety Committee: Ensure that Council has completed training requirements for FEMA reimbursements. Richard Zettervall, Chair of the Public Safety Committee will provide a progress report at the June 2016 work session.

The council gave their unanimous consensus to the Public Safety Committee charge.

- Resignation of Councilor Miller – Mr. Miller read his letter of resignation from the City Council effective March 22, 2106

Councilor Heyman moved Councilor Zettervall seconded to accept councilor Miller's resignation. Voted on and the motion carries unanimously.

Correspondence

Councilor Vincent spoke her concerns regarding (Letter of support to host a Travel Oregon Bike Tourism Studio in Lane County) the lack of bike lanes next to busy roads. Ms. Amberg noted the letter of support is a kickoff to a growing a cycling tourism market and is not an infrastructure project.

Consent Calendar

Councilor Zettervall moved, Councilor Bowles seconded to approve the consent calendar as presented. Voted on and the motion carries unanimously.

Public Hearing – Ordinance 495 and Resolution 2016-03

Mayor Stram explained the following Public Hearing is to take citizens comments on the proposed draft Ordinance 495 and Resolution 2016-03. Ordinance 495 re-establishes the Public Safety Fee effective on July 1, 2016 due to the sunset clause effective June 30, 2016 outlined in Ordinance 487. Resolution 2016-03 sets the Public Safety Fee to \$6.25 per month, an increase of \$0.25 per month.

At 7:23 pm, Mayor Stram opened the Public Hearing.

There being no testimony, Mayor Stram closed the Public Hearing at 7:24 pm.

Administrative Report

Administration – Ms. Amberg
No report was given.

Council Action Items

Pay Request #22 for Task Order No. 7 – Precision Approach Engineering – AWOS (Inv. 3393)

Councilor Bowles moved, Councilor Zettervall seconded that Council approve Invoice #3393 from Precision Approach Engineering, Inc. in the amount of \$627.30 for services performed in accordance with Task Order No. 7 as presented. Voted on and the motion carries unanimously.

Partial Pay Request #3 for E-C Company for the installation of the AWOS Project

Councilor Miller moved, Councilor Bowles seconded that Council approve partial pay request #3 to E-C Company in the amount of \$29,437.44 as presented. Voted on and the motion carries unanimously.

Adoption of Ordinance No. 495, An Ordinance Establishing A Public Safety Fee for the Purpose of Funding Public Safety Services Within the City and Resolution 2016-03, A Resolution Establishing Fees and Charges in Accordance with the Provisions of Creswell Municipal Code (CMC) Chapter 13.30

Ordinance No. 495

The Council held a brief discussion on the status of the review of the Policing Study. Ms. Amberg noted the Public Safety Committee is working on a couple of scenarios that are not ready to be presented yet. They discussed the likelihood of a transition period should the Council move in a new direction, and will require discussion of the public and the possibility of a public safety levy.

Councilor Miller read twice by title and moved, Councilor Zettervall seconded to adopt Ordinance No. 495, An Ordinance Establishing A Public Safety Fee for the Purpose of Funding Public Safety Services within the City. Voted on and the motion carries unanimously.

Resolution No. 2016-03

Councilor Bowles moved Councilor Zettervall seconded that the City Council adopt Resolution 2016-03, A Resolution Establishing Fees and Charges in Accordance with the Provisions of Creswell Municipal Code (CMC) Chapter 13.30 to include a \$6.25 per month charge. Voted on and the motion carries unanimously.

Job Title Change – Community Development Coordinator to Economic Development Coordinator –
Michelle Amberg

The City recently advertised to fill the Community Development Coordinator position and received 16 applications. During interviews it became apparent that the job was mis-titled and should be retitled to Economic Development

Coordinator. Staff is asking to change the title of the job and re-advertise the vacancy. A discussion ensued and Ms. Amberg explained that staff is not asking to change the job description, just the title to fit the description.

Councilor Heyman moved, Councilor Miller seconded that the City Council change the title of Community Development Coordinator to Economic Development Coordinator. Voted on and the motion carries unanimously.

At 7:49 pm, Mayor Stram closed the regular meeting for the Council to enter into an Executive Session under ORS 192.660 (2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

At 8:13 pm, Mayor Stram re-opened the regular session of the Council Meeting.

Councilor Bowles moved Councilor Zettervall seconded to accept the annual review of City Administrator Michelle Amberg. Councilor Bowles mentioned that the performance review resulted in a rating of exceeds expectations. Voted on and the motion carries unanimously.

Councilor Bowles moved Councilor Vincent seconded that Michelle Amberg's salary be increased to Step 4 (\$102,727 current rate) plus COLA adjustment on the Salary Schedule effective July 1, 2106. Voted on and the motion carries unanimously.

Adjournment

There being no further discussion Mayor Stram adjourned the meeting at 8:18 pm.

*Signature on File

Dave Stram, Mayor

*Signature on File

Roberta J Tharp, City Recorder