



October 17, 2019
City Council Meeting
Willamette Activity Center Room 8
47674 School Street
7:00 p.m.

MINUTES

1.0 CALL MEETING TO ORDER

Council Present: Mayor Kathy Holston, Councilors, Trisha Maxfield, Christina Hollett, Paul Forcum, Donald Hadley, Bobbie Whitney and Dawn Kinyon

Staff Present: City Administrator Bryan Cutchen, Finance Director Bill Jones, City Recorder Jackie Sims, Community Services Director Rick Zylstra

2.0 Pledge of Allegiance

3.0 Roll Call – All present

4.0 Additions, Corrections or Adjustments to the Agenda

Add 13.1 amending the effective date of Resolution 09-2019

Add 11.1 OEDAC application discussion

Add 11.2 Admin Committee discussion

5.0 Public Comment – None

6.0 Mayor and Council Comments / Announcements / Proclamations

Mayor Holston: Met with Juinie Chada, Senator Wyden's aide. It was mostly a meet and greet. A group met this evening to talk about the needs of the homeless and community for this coming winter. She attended meetings of UBRA and the Chamber of Commerce. She also met with Joy Kingsbury to discuss some of the housing issues. She stated she serves on the Southern Willamette Forest Collaborative Board.

7.0 Council Comments / Announcements

Councilor Whitney: Is interested in hearing more about the homeless population and would like to join the group because she has some ideas of her own.

Mayor Holston: She will add her name to the list, Kack Camerer is compiling this information.

8.0 Consent Agenda- None

9.0 Business from the City Council

9.1 Suspension of the Annual Water Rate Consumer Price Index Increase

Bryan: A councilor requested to look at suspending the annual CPI increase for a period of time, one to two years.

Councilor Kinyon: At the budget pre-meeting she raised the possibility of skipping next year's CPI rate increase. She went through the minutes for the entire year and it has not been approved by the council to increase the CPI rates for the year we are currently in.

Bryan: He believes the resolution is written as such the CPI increase doesn't need council approval after you pass the resolution.

Mayor Holston: That is correct.

Councilor Kinyon: Every year we vote on the CPI rate increase.

Mayor Holston: I don't think we have.

Mayor Holston: It was voted initially and they were supposed to implement it every year and they failed to do that for the first three years and then we had to bring it back up again. In light of the fact that we might not be raising the rate as much as we thought we were going to, she would prefer that we not suspend any of our index increases, this is something we do every year.

Councilor Whitney: She remembers when Bill gave his presentation he said our CPI rate increase has not kept pace with what the actual operating costs. With that in mind she doesn't know that this is necessarily a good thing to do in the big picture.

Councilor Hollett: Can you come back to us with more information on what effect this will have if we do suspend this?

Councilor Kinyon: She wanted to point out that maybe it would be a good idea to review previous minutes, every year our finance director came to the council with a percentage for the council to approve.

Bryan: Read the paragraph from the resolution which states the CPI increases are automatic.

Mayor Holston: Councilor Kinyon's suggestion was that we consider the suspension for this year, but we have already done this years, so it would be for next year, do we want to make sure that we get information as to what the index increases will look like.

9.2 Approval of Councilor Training and Travel

Bryan read the issue.

Councilor Hadley: asked who the councilor is?

Mayor Holston: Councilor Kinyon.

Bryan: If there is anyone else who hasn't been and wants to go we can also bring that forward at a later date.

Action- I move we approve the travel and training for the council member.

Motion- Councilor Forcum
Second- Councilor Hollett
Vote-Passed unanimous

10.0 Business from the City Administrator

Executive Session ORS 192.660 (2) (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Executive Session ORS 192.660 (2) (f) To consider information or records that are exempt by law from public inspection.

Executive Session ORS 192.660 (2) (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Adjourn for Executive Session 7:11 P.M.

Start regular session 8:19 P.M.

10.1 Follow up to Executive Session

Action- I move that the City Council approves a change order for a \$250,000 increase in the contract price for the 2017 Water Source, Transmission, Storage & Distribution improvements construction project which amount will be paid as additional compensation for Laskey-Clifton's work on the project.

Motion- Councilor Hollett
Second- Councilor Whitney
Vote- Passed 6-1

Action- I move that we not accept the sale offer for Oakridge Industrial Park Lot 7.

Motion- Councilor Hollett
Second- Councilor Hadley
Vote- Passed 6-1

10.2 Approval of Memorandum of Understanding between Regional Accelerator & Innovation Network, City of Lowell and City of Oakridge

Bryan read the issue.

Action- I move we approve the Memorandum of Understanding with Oregon Regional Accelerator and Innovation Network for FY20

Motion- Councilor Whitney
Second- Councilor Maxfield
Vote- Passed 6-1

10.3 Filling Safety Committee Vacancy

Bryan read the issue.

Mayor Holston: Asked the applicants to introduce themselves and answer questions from the council.

Cameren Anderson: Introduced herself and said she will be a great asset.

The council and mayor asked questions as to why Ms. Anderson thinks she is good candidate.

Stephan Ball: Introduced himself and told why he would be a good candidate.

Action- I move we appoint Stephan Ball to serve in the vacant Oakridge Public Safety Advisory position for a three year term.

Motion- Councilor Forcum
Second- Councilor Hollett
Vote- Passed 6-1

Action- I move we appoint Cameren Anderson to serve in the vacant Oakridge Public Safety Advisory position for a three year term.

Motion- Councilor Maxfield
Second- Councilor Forcum
Vote- Passed 4-3

10.4 Community Services

10.4.1 Short Term Rental Discussion

Mayor Holston: This is something that has been brought to her attention, how do we regulate short term rentals to ensure there is no negative impact within a neighborhood and have them pay the appropriate amount of TRT taxes and have health inspections? Are they competing against our hotels and motels unfairly; do they need a business license? This is a conversation that is happening in many cities. She asked the council to discuss and see if this is an issue that should move forward or should we table it.

Councilor Hadley: Thinks we should pursue this.

Councilor Hollett: She has had a couple citizens reach out to her on this issue, she agrees that they should pursue this.

Councilor Kinyon: Is it true that if an ordinance was going to be developed around this that it would go to the Planning Commission?

Mayor Holston: It is true. We wouldn't be hammering out an ordinance, but as a council they can identify the issues involved in short term rentals that we want to see addressed.

Councilor Whitney: She believes Lowell has an ordinance that addresses this.

Mayor Holston: How does this affect our rental market, will this take away opportunities for our residents to rent when an owner decides to rent as a full Air B & B? If council agrees we can put this on a work session for a future date.

Bryan: Before or after Planning Commission review?

Mayor Holston: Before, she would like them to be able to recognize what our goals are for our community.

Councilor Hollett: Work sessions are typically not for public comment, but she thinks in this case community members would like to speak on this.

Mayor Holston: She agrees with Councilor Hollett, when we have our work session we will ask for public comment.

It was agreed to have the City Administrator create a date for a work session.

11.0 Reports from Boards, Commissions and Committees

11.1 OEDAC Applications

Councilor Hollett: The OEDAC Committee replicated the Lane EC application to use as a template for their new application. They sent it to the Admin Committee for review.

Mayor Holston: We will bring this to the next Council meeting for approval.

11.2 Admin Committee

Councilor Maxfield: As a committee they approved the annual report evaluation, the internal committee evaluation and the process for what that will look like, which basically outlines the city administrator, city council and the community member's functions.

Councilor Kinyon: All committees should be reporting at the meetings correct?

Mayor Holston: Yes, these are the two active committees and now we have the Public Safety Advisory Committee.

12.0 Items Removed the Consent Agenda- None

13.0 Ordinances, Resolutions and Public Comments

13.1 Effective date of Resolution 02-2019

Bryan: He would like to request amending the effective date of Resolution 09-2019 which adjusted the fees for water charges. This will be Resolution 10-2019. The only difference between the two is the last page, it changes the effective date of November 1, 2019 to a date no later than January 1, 2020. We came across an accounting error that changed the dollar figure for the rate increase. He wants to sit down with the Finance Director and review the schedule to make sure we are correct before we pass this on to the citizens. In any case the rate increase number will go down.

Action- I move we adopt Resolution 10-2019 a Resolution adjusting the effective date of Resolution 09-2019 to a date no later than January 1, 2020.

Motion- Councilor Whitney

Second- Councilor Hollett

Councilor Maxfield: Thanked Bryan for bringing this back to us and acknowledging the error.


Vote- Passed Unanimous

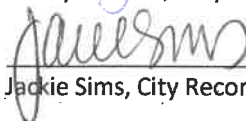
14.0 Public Hearings- None

15.0 Appointments-None

16.0 Public Comment

17.0 Adjourn – 9:12 P.M.

Signed: 
Kathy Holston, Mayor

Signed: 
Jackie Sims, City Recorder