

**City of Lowell, Oregon**  
**Minutes of the City Council Executive Session, and Regular Session**  
**April 17, 2018**

**Executive Session**

The Executive Session was called to order at 6:35 PM by Mayor Bennett.

**Members Present:** Mayor Don Bennett, Jim Burford, Maggie Osgood, Gail Harris, Patricia Angelini

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

The Executive Session was adjourn: 6:53 PM

**Regular Session**

The Regular Session was called to order at 7:02 PM by Mayor Bennett.

**Members Present:** Mayor Don Bennett, Jim Burford, Maggie Osgood, Gail Harris, Patricia Angelini

**Consent Agenda: Councilor Burford move to approve consent agenda, second by Councilor Angelini. PASS 5:0**

**Public Comments:** None

**Council Comments:** None

**City Administrators Report:** CA Cobb reported on the following topics: Third-Party Building Inspection Program, RAIN Oregon Entrepreneur Survey, LOC Regional Meetings, Lowell Beautification Day, Project Updates, and League of Oregon Cities Highlights.

**Financial Report:** March Financial Report provided in packet.

**Police Report:** March report provided in packet.

**Public Works Report:** Max Baker, Public Works Director presented written report provided in packet. He reported on vandalism and other issues occurring in the City Parks, working on installing security cameras, new water meters have been installed on North and South Alder, and beginning on West Main Street. Code Enforcement report.

**Draft Committee Minutes:** Minutes for Blackberry Jam Festival Committee, Parks & Recreation Committee and Economic Development Committee provided in packet.

**Old Business:**

- **Utility Bill Adjustment Request** – CA presented the case for a customer who had a substantial water leak, and her request for an adjustment. Customer was unable to be present for meeting. Councilor Osgood read a statement for the record in support of the customer.

**Councilor Osgood move to approve an adjustment to account #1184 due to water supply leak of \$4379.76, second by Mayor Bennett. PASS 4:1 Councilor Burford opposed.**

**New Business:**

- **Committee Appointments** – CA presented two volunteer applications for BBJ Festival Committee. **Councilor Angelini move to appoint the following residents to the BBJ Festival Committee: Aaron Graham to Position 2, and Timarion Stratis to Position 5, second by Councilor Burford. PASS 5:0**
- **Staff Credit Card Limit Increase** – CA presented request for increase in credit card limit and a card for CA. **Councilor Burford move to approve the request of issuance of three credit cards from Banner Bank with an individual credit limit of \$2,500 and combined limit of \$7,500, with cards issued to Jared Cobb, Joyce Donnell, and Max Baker, second by Councilor Harris. PASS 5:0**
- **Community Grant Program Applications** – CA presented applications from Dexter Lake Farmers Market, and Pine Needler Quilt Group, as recommended by the Economic Development Committee. **Councilor Burford move to approve the FY 2017-18 Community Grant Program request of \$1,023.07 for the Dexter Lake Farmers Market, second by Councilor Angelini. PASS 5:0 Councilor Angelini move to approve the FY 2017-18 Community Grant Program request of \$1,800 for the Pine Needlers Quilt Group, second by Councilor Osgood. PASS 4:1 Councilor Burford opposed.**
- **Resolution 694 – Deferral of System Development Charges** – CA presented Resolution which would defer SDC payments for up to 18 months, change of ownership of the developed property, refinancing of a construction loan, or issuance of a certificate of occupancy, whichever comes first. The agreement would allow the City to lien the property until SDC's are paid. **Councilor Burford move to approve Resolution 694 authorizing the deferral of system development charges, second by Councilor Harris. PASS 5:0**
- **Resolution 695 – Budget Transfers** – CA presented Resolution to complete all of the budgeted transfers. **Councilor Harris move to approve Resolution 695, as written, second by Councilor Angelini. PASS 5:0**
- **Lowell School District Summer Recreation Program Support** – CA presented Parks and Recreation Committee recommendation for \$2,000 to support the 2018 Summer Recreation Program. **Councilor Osgood move to approve \$2,000 for the Lowell School District Summer Recreation Program, second by Councilor Harris. PASS 5:0**
- **Liquor License Renewal Application** – CA presented OLCC list for renewals. No recommendation was provided.
- **DLCD Grant Agreement for Downtown Master Plan** – CA presented Economic Development Committee recommendation for approval of agreement for a \$30,000 grant from the Department of Land Conservation and Development. **Councilor Angelini move to approve the grant agreement for the Downtown Master Plan with the Department of Land Conservation and Development and authorize the City Administrator to sign the agreement, second by Councilor Harris. PASS 5:0**
- **Downtown Master Plan Project Consultant** – CA presented recommendation from Economic Development Committee to request a proposal from the Lane Council of Governments, for a planning consultant for the development of the Downtown Master Plan. **Councilor Angelini move to request a proposal from the Lane Council of Governments for the development of the Lowell Downtown Master Plan, second by Councilor Harris. PASS 5:0**

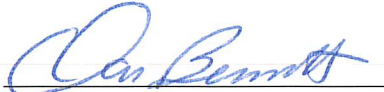
**Other Business: None**

**Mayor Comments:** Mayor reported on the meeting with Lane Act Committee.

**Community Comments:** Hall O'Regan 62 E 3<sup>rd</sup> St., commented on the Lowell School District Summer Rec Program, has encouraged families from surrounding Cities to move here. Brian White, District Manager of Sanipac, commented on the integrity of the Council in the way they handled the water leak issue, kudo's to everyone. The scheduled Work Session to follow, was canceled.

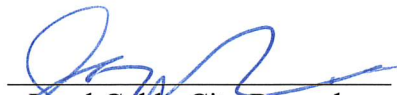
**Adjourn: 8:19 PM**

Approved:

  
Don Bennett, Mayor

5/15/18  
Date

Attest:

  
Jared Cobb, City Recorder

5/15/18  
Date