

**City of Lowell Oregon
City Council
Regular Meeting Minutes
August 19th, 2025**

The Lowell City Council held a regular meeting on August 19, 2025. The meeting location was at the Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Weathers called the meeting to order at 7:00 pm.

City Councilors present: Mayor Maureen Weathers, Jimmy Murray, Don Bennett, Gail Harris, Tim Stratis

City Councilors absent: None

Staff/others present: City Administrator Max Baker

Approval of Agenda: Mayor Weathers asked if there were any changes to the agenda. City Administrator Baker mentioned he had a few additional items to add to his staff report. No other changes were proposed, and the agenda was approved by consensus.

Consent Agenda: Mayor Weathers listed the items on the consent agenda, including quarterly financial reports for Q2 2025, check register and leave register for July 2025, and meeting minutes from June 17, 2025 and July 15, 2025. She asked if any items needed to be pulled for further discussion.

Councilor Stratis moved to approve the consent agenda, seconded by Councilor Bennett.

Mayor Weathers: YES; Murray: YES; Harris: Yes; Bennett: YES; Stratis: YES

Public Comments: There were no public comments during this portion of the meeting.

Staff Reports: City Administrator Max Baker presented his report, starting with an update on code enforcement activities. He mentioned that letters had been sent out for a rooster complaint and two nuisance complaints affecting public peace. Additionally, a door hanger and mailed letter were sent regarding vegetation issues. Baker noted that out of 77 initial code enforcement cases from June, only one property was still being worked on, indicating a good overall response.

Baker emphasized the ongoing nature of code enforcement efforts and the involvement of all city staff in the process. He mentioned that public works staff were encouraged to take different routes through town to help identify potential issues.

Regarding roosters, Baker clarified that they are not allowed in the city, and enforcement typically relies on citizen complaints. He cited a recent case where the issue was promptly resolved after notification.

Baker then discussed the ECWAG sed basin project. He reported that Civil West was working with the US Army Corps of Engineers to accept the geotechnical study approved by the city council two months prior. Baker mentioned estimated administrative fees from the Army Corps of Engineers for water facility administration (approximately \$34,000) and geotechnical administration (about \$24,000), noting these figures were not yet finalized.

On land use and planning, Baker reported on two current applications:

- LU 2025-02: A 13-lot partition on North Highland (former Whipple property). The Planning Commission meeting for this application was scheduled for October 1st at the Maggie Oscar Library community room.
- LU 2025-03: The mobile food vendor ordinance submitted on behalf of the city, with a Planning Commission meeting scheduled for September 3rd.

Baker also provided updates on parks and recreation activities, including the post-event meeting for Black Bear Day and plans for next year's event, potentially including a car show. He mentioned the Parks and Recreation Committee's decisions on the placement of new equipment in Rolling Rock Park.

Regarding the covered bridge, Baker reported ongoing discussions with Lane County about an intergovernmental agreement (IGA) for maintenance and operations. He noted that city staff would begin opening and closing the bridge soon, but volunteers would not be asked to assist until after necessary repairs were completed.

Baker informed the council that the city's application for the Small City Allotment grant was not selected for funding this year. He explained that the city's failure to apply in a previous year may have affected their scoring, as points are awarded for consistent annual applications.

Public Works Report No comments were made.

Library Report While not explicitly discussed during the staff reports section, Baker later mentioned that the library's next meeting would include discussions about potential fee schedule changes and extending library hours of operation, noting strong volunteer support for expanded hours.

Presentations: Yard of the Month Award Presentation

Mayor Weathers announced that the Yard of the Month award was given to the property at 454 D Street. City Administrator Baker described the property as having lots of birdhouses and numerous plants. He noted that the owners, particularly Laurie, had been working on the yard for 30 years. The council members expressed appreciation for the beauty and effort put into the yard.

Old Business: There was no old business discussed during this meeting.

New Business:

Fiscal Year 2025-2026 City Council Goals Update – Discussion

City Administrator Baker provided a detailed update on the progress of various council goals:

- Hiring a City Administrator: Completed as of July 1st.
- Hiring an Outreach Coordinator: In very early stages, to be discussed at a future work session.
- Fiscal responsibility: Cell phone policy at City Hall in progress.
- Old City Hall: Agent acquired, evaluating offers in progress.
- Surplus property inventory: To be discussed in a future work session.
- Seeking funding opportunities: Ongoing, with specific focus on code enforcement, caboose maintenance, and Pioneer Main Street improvements.
- Dependable infrastructure:
- Pioneer Main Street Safety Improvements: Funding opportunities to open in January 2026. Baker reported receiving permission from Lane County to install radar speed signs in the county right-of-way.
- Master plan updates: In progress, with plans to create a calendar for regular updates.
- Water and sewer infrastructure: Ongoing work with Civil West on updates and potential new water treatment facility.
- System Development Charges (SDCs): Under review, with anticipated presentation to the council soon.
- Rate study: Set to begin in late fall, to be conducted by RCAC at no cost to the city.
- Sustainable development:
- Buildable land inventory: Not yet started due to various dependencies.
- Land use code updates: In progress, with recent approval for downtown development standards updates.
- Exceptional quality of life:
- Code enforcement: First quarterly check process completed.

- Caboose repairs: In progress, with funding being sought.
- Permanent Christmas tree: Discussions ongoing, with plans to involve the community in the September Parks and Recreation meeting.

Baker invited questions from the council, but none were raised.

Other Business: City Administrator Baker proposed rearranging the council chamber setup for the next work session, suggesting flipping the orientation of the tables to face the public. The council agreed to try this new arrangement. Baker also mentioned plans to install a larger TV in the chamber to improve visibility for both council members and the public.

Mayor Weathers announced that the next regular meeting would be on September 19th. Councilor Stratis mentioned he might not be able to attend that meeting.

Adjourn

Mayor Weathers adjourned the meeting at 7:39 PM.

APPROVED:



Maureen M. Weathers, Mayor

ATTEST:



Max Baker, City Recorder

