

Lowell City Council
Executive Session and Special Meeting Agenda
Tuesday November 24, at 6:00 P.M.
Maggie Osgood Library
70 North Pioneer Street

This meeting will be held electronically through Zoom. Executive Sessions are closed to the public. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

Call to Order/Roll Call

Councilors: Mayor Bennett _____ Myers _____ Harris _____ Stratis _____ Dragt _____

Executive Session: ORS 192.660 (2)(a) To consider the employment of a public officer, employee, staff member or individual agent.

Adjourn

Special Meeting will begin after Executive Session Adjourns

This meeting will be held electronically through Zoom. Limited seating is available at the Library. Members of the public are encouraged to provide comment or testimony through the following:

- Joining by phone, tablet, or PC. For details, click on the event at www.ci.lowell.or.us.
- In writing, by using the drop box at Lowell City Hall, 107 East Third Street, Lowell, OR 97452
- By email to: mmiller@ci.lowell.or.us

Special Meeting Agenda

Call to Order/Roll Call/Pledge

Councilors: Mayor Bennett _____ Harris _____ Stratis _____ Dragt _____ Myers _____

Approval of Agenda

Public Comments: Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record. Direct all comments to the Council through the Mayor.

Council Comments (three minutes per speaker)

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Clerk, Joyce Donnell, at 541-937-2157.

All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.
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New Business:

1. Recruitment Process for the City Administrator Position – Discussion/Possible Action
2. Ordinance 302 - Planning Commission Membership – Discussion/Possible Action

Attachment: Ordinance 302

Other Business

Mayor Comments

Community Comments: Limited to two (2) minutes if prior to 9:30 P.M.

Adjourn

AGENDA ITEM SUMMARY

TO: Mayor Bennett and Council
FROM: Marsha Miller, Interim City Administrator
DATE: November 24, 2020
SUBJECT: Consideration of Ordinance 302 to Change Planning Commission Membership

☒ **DISCUSSION**
☐ **ACTION**
☐ **RESOLUTION**
☒ **ORDINANCE**
☐ **PROCLAMATION**
☐ **REPORT**

SUMMARY:

The Planning Commission has two vacant seats on the Commission. The Council discussed the membership requirements on October 20, 2020 and on November 3, 2020 at a work session. The Council had a first reading of Ordinance 302 on November 17, 2020. This item is before Council for approval of a second reading.

FISCAL IMPACT:

None

COURSES OF ACTION:

1. Motion to approve a second reading of Ordinance 302, by title only.
- If a second reading is approved:
1. Motion to approve Ordinance 302

RECOMMENDATION:

1. Motion to approve a second reading Ordinance 302
2. Motion to approve Ordinance 302

ATTACHMENTS:

1. Ordinance 302

CITY OF LOWELL, OREGON

ORDINANCE 302

AN ORDINANCE AMENDING LOWELL REVISED CODE, SECTION 2.623.

THE CITY OF LOWELL ORDAINS AS FOLLOWS:

Section 1. The following section of the Lowell Revised Code 2.623 is hereby amended as follows.

2.623 Planning Commission. There is hereby established a Planning Commission for the City of Lowell under the following policy, unless specified otherwise by ORS 227.030, as amended. The Planning Commission shall serve as a standing quasi-judicial and advisory body.

- (a) Membership: The Planning Commission shall consist of five members and meet the following criteria:
- (1) Four members shall reside within the City of Lowell.
 - (2) One member may reside within the Rural Lowell Fire Protection District
 - (3) No two members shall be engaged principally in buying, selling or developing real estate for profit as individuals; or be members of any partnership, or officers or employees of any corporation that is engaged principally in buying, selling or developing of real estate for profit.
- (b) Term of Office: Members of the Planning Commission shall serve a term of two years. Expiration of the terms shall be staggered such that the terms of three members expire on December 31st of odd numbered years and the terms of two members expire on December 31st of even numbered years.
- (c) Powers and Duties: The Commission shall review and make recommendations regarding planning, zoning, and development within the city, and shall have the powers and duties which are assigned by state law or city charter.
- (d) Reporting: An annual report describing the activities of the previous calendar year shall be submitted by January 31 of each year.

Adopted by the City Council of the City of Lowell, this 24th day of November 2020

Yea: _____

Nay: _____

Approved: _____
Don Bennett, Mayor

First Reading: November 17, 2020
Second Reading: November 24, 2020
Adopted:
Signed:
Effective Date:

Attest: _____
Marsha Miller, Interim City Administrator/Recorder