

**City of Lowell, Oregon**  
**Minutes of the City Council Regular Session**  
**June 18, 2019**

The Regular Session was called to order at 7:10 PM by Mayor Bennett.

**Members Present:** Mayor Don Bennett, Gail Harris, Samantha Dragt, Tim Stratis

**Member Absent:** Patricia Angelini

Closed Regular Session: 7:10 PM

**Open Public Hearings: 7:10 PM**

1. Ordinance 298 – Blackberry Jam Festival – CA Cobb introduced changes with current ordinance, allowing alcohol and removing the need for separate bank accounts. No Public Comment.

Closed: 7:12 PM

Open: 7:12 PM

2. Ordinance 299 – Downtown Master Plan – No Public Comment.

Closed: 7:13 PM

Open: 7:13 PM

3. Resolution 719 – FY 2018-19 Supplemental Budget – CA Cobb stated due to the building in the School District the Budget for Permits needs to be adjusted. No Public Comment.

Closed 7:14 PM

Open: 7:14 PM

4. Resolution 720 – Establishing Water and Sewer Rates - CA Cobb stated a 3% increase for water and sewer, with a change in bulk water rate to \$10.00 per day and \$9.45 per 1,000 gallons was proposed by the Budget Committee. No Public Comment.

Closed: 7:15 PM

Open: 7:15 PM

5. Resolution 722 – FY 2019-20 Proposed Uses of State Revenue Sharing – CA Cobb stated this is a requirement by the State, the Budget Committee recommended to use for General Fund purposes. No Public Comment.

Closed: 7:15 PM

Open: 7:16 PM

6. Resolution 723 – FY 2019-20 Budget and Imposing and Categorizing Tax – CA Cobb gave brief review of published Budget Document on June 12, 2019. No Public Comment.

Councilor Angelini joins the meeting via conference call.

**Closed Public Hearings: 7: 18 PM**

**Reconvene Regular Session: 7:18 PM**

**Consent Agenda: Councilor Harris moved to approve the consent agenda, second by Councilor Stratis. PASS 5:0**

**Public Comments: None**

**Council Comments:** None

**City Administrator Report:** CA Cobb reported on the following topics: OR Parks & Rec. Dept. Local Government Grant, FEMA Grant, Business Organization, Paddle Sports Demo Day, Committee Meetings, Project Updates, LOC highlights, abatement of property and petition request for speed bumps on Hyland Lane.

**Public Works Report:** Max Baker Public Works Director reported on continued clean-up, preparing for BBJ, new Lift Station Generator to be delivered in July, update on water leaks, new staff are currently enrolled in the Ken Keri program preparing for Level I water and wastewater exams.

**Financial Report:** Monthly Financial Report for May – provided in packet.

**Police Report:** May report provided, discussion followed.

**Old Business:** None

**New Business:**

- **Community Grant Program Application** – CA presented a request from the Dexter Lake Farmers Market for marketing assistance. **Councilor Stratis moved to approve the FY 2018-19 Community Grant Program request in the amount of \$1,249.00 to the Dexter Lake Farmers Market, second Councilor Dragt. PASS 5:0**
- **Ordinance 298 – Blackberry Jam Festival** – CA gave a brief review. **Councilor Stratis moved to approve the first reading of Ordinance 298 as written, second by Councilor Harris. PASS 5:0** Mayor Bennett proceeded with the reading of Ordinance 298. **Mayor Bennett moved that Ordinance 298 be considered for a second reading and potential adoption at the July 16, 2019, second by Councilor Harris. PASS 5:0**
- **Ordinance 299 - Downtown Master Plan** - CA and Jake Callister gave brief comments. **Mayor Bennett moved to approve the First Reading of Ordinance 299, as written, second by Councilor Harris. PASS 5:0** Mayor Bennett proceeded with the reading of Ordinance 299. Discussion followed on changes needed to the verbiage. **Mayor Bennett moved to approve the second reading and potential adoption of Ordinance 299 at July 16, 2019 City Council meeting, second by Councilor Stratis. PASS 5:0**
- **Resolution 719 – Supplemental Budget 2019-20** – CA gave brief explanation due to increase revenue in building permits issued. **Councilor Stratis moved to adopt Resolution 719- A Resolution Adopting A Supplemental Budget for Fiscal Year 2018/19 and Making Supplemental Appropriations, second by Councilor Harris. PASS 5:0**
- **Resolution 720 – Establishing Water And Sewer Rates** – CA presented Budget Committee approval for the water and sewer rates for Fiscal Year 2019-20. **Councilor Dragt moved to approve Resolution 720: A Resolution Establishing Water and Sewer Rates to be Effective July 1, 2019, second by Councilor Harris. PASS 5:0**
- **Resolution 721 – Certifying Services** - CA stated this is a state requirement. **Councilor Harris moved to approve Resolution 721: A Resolution Certifying Services, as presented, second by Councilor Dragt. PASS 5:0**
- **Resolution 722 – Declaring the City’s Election to Receive State Revenues for Fiscal Year 2019-20** - CA stated this is a State Law requirement and gave details. **Councilor**

Stratis moved to approve Resolution 722: A Resolution Declaring the City's Election to Receive State Revenues for Fiscal Year 2019-20, second by Councilor Harris. PASS 5:0

- **Resolution 723 – FY 2019-20 Budget/Imposing & Categorizing Tax** – CA stated the property tax remains unchanged. Councilor Stratis moved to amend Resolution 723, A Resolution Adopting the City Budget for Fiscal Year 2019-2010 and Imposing and Categorizing Tax. Be It Resolved that the City Council of the City of Lowell, Oregon, hereby adopts the budget approved by the Budget Committee for the 2019-2020 fiscal year, without modifications, in the amount of \$4,152,662 of which \$40,948 is unappropriated and reserved, and, Be It Further Resolved that the following amounts are hereby appropriated for the fiscal year beginning July 1, 2019 and ending June 30, 2020:, second by Councilor Dragt. PASS 5:0

Councilor Stratis moved to approve Resolution 723 as amended. A Resolution Adopting the City Budget for Fiscal Year 2019-2010 and Imposing and Categorizing Tax, second by Councilor Dragt. PASS 5:0

- **Addendum No. 1 to Accounting Services Contract** – CA presented addendum to contract for services, as the Accountant worked 2 weeks during the conversion to new software with the absence of CA and City Clerk for training in Utah. Councilor Dragt moved to approve Addendum No. 1 to the Accounting Services Contract, as submitted, second by Councilor Stratis. PASS 5:0
- **Caselle Software and Services Proposal** - CA presented information on additional modules to assist with animal licensing, code enforcement, work and service orders. Discussion followed by council. Councilor Harris moved to approve the Caselle Software and Services Proposal, as presented, second by Councilor Dragt. PASS 5:0
- **City Hall Operating Hours** – CA presented proposed work schedule for staff. Discussion followed by council. Councilor Dragt moved to approve the revised City Hall operating hours, as presented, second by Councilor Harris. PASS 5:0

**Other:** None

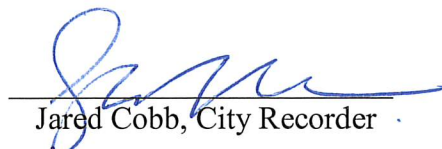
**Mayor Comments:** Reported that the Lowell Fire Dept. is opening the Fall Creek Station July 1, 2019 and misc. information.

**Public Comments:** Hall O'Regan 62 E 3<sup>rd</sup> Street, voiced grave concern about the speeders on Moss Street all day long. Fire Chief Lon Dragt 389 N Pioneer Street, stated with the opening of station they will have paid staff 24/7.

**Adjourn: 9:25 PM**

Approved:   
Don Bennett, Mayor

7-16-19  
Date

Attest:   
Jared Cobb, City Recorder

7/16/19  
Date