



MYRTLE CREEK CITY COUNCIL
REGULAR COUNCIL MEETING AGENDA
MYRTLE CREEK COUNCIL CHAMBER

AGENDA PACKET 04/05/2019

Executive Sessions and Regular Council meetings are being digitally recorded.

The City Council of the City of Myrtle Creek will meet on **Tuesday, March 5, 2019 at 5:30 PM** in the Myrtle Creek Council Chamber, 207 NW Pleasant Street., Myrtle Creek, OR.

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 in advance of the meeting to the City Recorder at 541-863-3171.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

REGULAR COUNCIL MEETING – 5:30 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone that wishes to comment on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Public Presentations - Items that do not require immediate council action, such as presentations, discussions of potential future action items.

4. Consent Agenda (requires a motion)

4.1 Approval of minutes of the Regular City Council Meeting for February 19, 2019

5. Regular Agenda

Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.

5.1 Adoption of Budget Calendar for 2019-20

5.2 Application to Planning Commission – Shirley Young

6. Citizens Heard on Non-Agenda Items

7. City Administrator Report

8. Mayor and Councilor – Committee Reports and Councilor Comments

9. Executive Session

The Myrtle Creek City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660, but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

10. Adjournment



CITY OF MYRTLE CREEK

REGULAR MEETING OF THE CITY COUNCIL

DATE: February 19, 2019

PLACE: Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

PRESIDING OFFICER: Council President Bill Burnett

COUNCILORS PRESENT: Councilors: Allan Kusler, Henry Stevens, Kathi Otero, and Susan Harris

A quorum was present throughout the meeting. Mayor Matthew Hald was absent.

STAFF IN ATTENDANCE: City Administrator Sean Negherbon, City Recorder Joshua Norton, Police Chief Don Brown, Finance Officer Eadie Calkins and Utility Billing Clerk Krissy Chandler

CALL TO ORDER: Council President Burnett called the February 19, 2019 meeting to order at 5:30 PM

PUBLIC PRESENTATIONS

Nick Noyes –*Neighborworks Umpqua*

Mr. Noyes described the DreamBuilders program to Council. This program helps low income families build a home. Mr. Noyes wanted to inform council so that they may share the information with the community. Neighborworks Umpqua currently owns lots on Gallahad Loop that they are looking for applicants to build upon.

CONSENT AGENDA

Part I, II, & III

Motion was made by Councilor Stevens and seconded by Councilor Otero to approve the Consent Agenda Parts I II & III as presented in the February 19, 2019 council packet. Discussion:

Vote: Motion passed unanimously.

DEPARTMENT REPORTS

Finance Officer

Finance Officer, Eadie Calkins, submitted her report into record as written.

Police Department

Police Chief Don Brown submitted his report (written by Sergeant Brewster) into record as written and invited Council to the graduation of Samuel Birch from the Police Academy in March. Jimmy Smith will be attending the academy soon. There is a position open currently on the department that will close March 1st 2019.

Fire Department

Fire Department Secretary Krissy Chandler submitted the report into record and invited Council to The Sea Food Social Thursday at 7:00pm.

Public Works Department

Public Works Director Quinn Pickering was absent but his report was submitted into record as written. Councilor Stevens asked for an update on the situation with AECOM; there is no new news at this time.

REGULAR AGENDA

Adoption of Council Goals

By consensus Council adopted the attached Goals for 2019-2020.

Councilor Burnett suggested a sign that says “Myrtle Creek Fire Department Training” to go next to the department where the car extrication practices take place.

Application to Planning Commission

Councilor Stevens made a motion to table this agenda to item to the March meeting. Second to the motion was made by Councilor Burnett. *Discussion:* The item should be voted on when the Mayor is present and both candidates.

Vote: Motion passed unanimously.

City Administrator Report

City Administrator Negherbon took a poll of Councilors interested in the League of Oregon Cities conference in April.

Mayor and Councilor – Committee Reports and Councilor Comments

ADJOURNMENT

Council President Burnett adjourned the regular meeting of the City Council for February 19, 2019 at 6:05 PM.

Bill Burnett, Council President

Attest: _____
Joshua Norton
City Recorder

**City of Myrtle Creek
2019-20 Budget Calendar**

<u>DATE</u>	<u>ACTIVITY</u>
MAR 5	REGULAR COUNCIL MEETING 1. ADOPT BUDGET CALENDAR
APR 4	NOTICE: BUDGET COMMITTEE MEETINGS PUBLISHED IN DOUGLAS COUNTY MAIL
APR 11	SECOND NOTICE OF BUDGET COMMITTEE MEETINGS AND PUBLIC HEARING (STATE REVENUE SHARING MONIES) PUBLISHED IN DOUGLAS COUNTY MAIL
APR 15	FIRST BUDGET COMMITTEE MEETING 1. ELECTION OF OFFICERS 2. BUDGET MESSAGE BY BUDGET OFFICER 3. PUBLIC HEARING (STATE REVENUE SHARING) 4. PUBLIC TESTIMONY 5. BEGIN BUDGET REVIEW
APR 22	SECOND BUDGET COMMITTEE MEETING (IF NECESSARY) 1. CONTINUE BUDGET REVIEW 2. SET NEXT MEETING DATE(S) IF NECESSARY
JUNE 7	LEGAL NOTICE OF BUDGET HEARING BEFORE COUNCIL JUNE 20, 2018 BUDGET SUMMARY PUBLISHED (DOUGLAS COUNTY MAIL)
JUNE 18	REGULAR COUNCIL MEETING 1. BUDGET HEARING (INCLUDING STATE REVENUE SHARING) 2. ADOPT BUDGET (APPROPRIATE FUNDS AND LEVY TAXES) 3. ADOPT RESOLUTION ACCEPTING STATE REVENUE SHARING
JULY 3	SUBMIT TAX LEVY TO COUNTY (MUST SUBMIT BY JULY 15)

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application **MUST** be completed to be valid



Name: SHIRLEY A. YOUNG Date: 2/7/2019

Address: 405 NE JOHNSON ST

City: MYRTLE CREEK State: OR Zip: 97457

Home Phone: 541-860-7237 Cell Phone: 541-860-8743 Work Phone: _____

Email Address: Sajoung257@gmail.com

Occupation: Retired & Self Place of Employment: _____

Are you a registered voter? Yes No

Please mark all Boards, Commissions and Committees for which you are applying:

- City Council..... (Vacancies appointed by Council)
- Park Commission... (3 year term, appointed by Council)
- Budget Committee..... (3 year term, appointed by Council)
- Planning Commission..... (4 year term, appointed by Council)
- Library Board (4 year term, appointed by Council)
- Friends of Pool Task Force (until project complete, appointed by Council)

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Because I want to be a contributing
resident of MC. want to help it grow
while maintaining its similar way of life
Do not want to see its land + town abused.

Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:

On board madison Villa HOA assoc. #1 Sacramento Ca
4 years.

President same board 4 years

Any additional information you would like to provide:

Volunteer service on boards, committees, task force and commissions does require effort and time from members.
Your interest and participation can help your community, and is greatly appreciated.
Appointments to committees and commissions are made by the Mayor with the consent of the City Council.

Shirley A. Young
Applicants Signature

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

Application **MUST** be completed to be valid

RECEIVED
6/17/15
[Signature]

Name: Toni L. McDermott Date: 6/17/15

Address: P.O. Box 1066

City: Myrtle Creek State: OR Zip: 97457

Home Phone: _____ Cell Phone: 541-300-9157 Work Phone: _____

Email Address: creekwood@hughes.net

Occupation: Retired Place of Employment: _____

Are you a registered voter? Yes No

Please mark all Boards, Commissions and Committees for which you are applying:

- City Council..... (Vacancies appointed by Council)
- Park Commission... (3 year term, appointed by Council)
- Budget Committee..... (3 year term, appointed by Council)
- Planning Commission..... (4 year term, appointed by Council)
- Library Board (4 year term, appointed by Council)
- Friends of Pool Task Force (until project complete, appointed by Council)

Please briefly state why you are interested in serving on the board(s), committee(s), task force and/or commission(s) that you have selected:

The City of Myrtle Creek
P. O. Box 940
Myrtle Creek, Oregon 97457
www.cityofmyrtlecreek.com

Phone: 541-863-3171
Fax: 541-863-6805

APPLICATION TO SERVE ON A CITY OF MYRTLE CREEK
BOARD, COMMITTEE, COMMISSION OR TASK FORCE

PLEASE SEE ATTACHMENT

Do you have any experience serving on City boards, committees, task force or commissions? (Prior service is not a requirement for appointment). If you do, please describe the experience, and your length of service:

PLEASE SEE ATTACHMENT

Any additional information you would like to provide:

PLEASE SEE ATTACHMENT

Volunteer service on boards, committees, task force and commissions does require effort and time from members.
Your interest and participation can help your community, and is greatly appreciated.
Appointments to committees and commissions are made by the Mayor with the consent of the City Council.


Applicants Signature

The City of Myrtle Creek
P. O. Box 940
Myrtle Creek, Oregon 97457
www.cityofmyrtlecreek.com

Phone: 541-863-3171
Fax: 541-863-6805

Toni L. McDermott

Attachment, Application to Serve on the City of Myrtle Creek Planning Commission

Please briefly state why you are interested in serving on the Planning Commission:

I recently served for four years on the City's Planning Commission, and it was a very valuable experience. Serving another term on the Planning Commission would allow me to contribute greater experience and knowledge, as well as giving me the opportunity to provide a meaningful service to our community and its residents. I also served on the Budget Committee and on other civic groups that were of benefit to the City, for a sum total of six years of service. Bettering our community through personal contribution is a civic duty that I view as a personal commitment.

Do you have any experience working on City Boards, committees, task forces, or commissions? If you do, please describe your experience and your length of service.

My educational, work, and volunteer background were all directly related to planning, housing, community development, and redevelopment. During periods spanning from two to ten years, I served on multiple committees and task forces as staff or as a private citizen. These included Urban Renewal District program formation; Economic Development; Redevelopment; Boundary Annexation; Major Vacant Property redesign and development; and numerous related activities. Committee and task force representatives' responsibilities included meeting with private property owners; organizing public meetings or formal hearings; reviewing and analyzing petitions and appeals related to private property or development issues; and preparing summaries outlining issues for City Council or Commissions. As a member of staff for more than twenty years (at the municipal, county, and state level) I was responsible for reviewing and analyzing documents, applications, petitions, plans, title documents, valuations, budgetary documents, and other materials related to commercial development and residential properties. In addition, as staff, I provided technical and expert support to City boards and commissions, as needed.

Any additional information that you would like to provide:

My education includes a Bachelor's Degree in Public Administration, with dual Minors in Business Law and Public Law. Additional Master's level coursework to support eminent domain proceedings (property condemnation), and studies beneficial to municipal activities and long-term goals was also completed.

It would be my pleasure to provide any other required information, at your request.