



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

**AGENDA PACKET 3/1/2022**

*All city public meetings are being digitally recorded for sound and video camera surveillance.*

The City Council of the City of Myrtle Creek will meet on **Tuesday, March 1, 2022, at 5:30 PM** in the Myrtle Creek Council Chamber, 207 NW Pleasant Street, Myrtle Creek, Oregon.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for other accommodations for persons with disabilities, or for remote access 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 commenting 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*  
*The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately upon request.*
  - 4.1 Approval of minutes of the Regular City Council Meeting for February 15, 2022
- 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 NeighborWorks Umpqua - Grant

**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 15, 2022

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

**PRESIDING OFFICER:** Mayor Matthew Hald

**COUNCILORS PRESENT:** Councilors: Bill Burnett, Kathi Otero, Allan Kusler, Angie Criss

**COUNCILORS ABSENT:** Council President Susan Harris

A quorum was present throughout the meeting.

**STAFF IN ATTENDANCE:** City Administrator Lonnie Rainville, City Recorder Joanna Bilbrey, Police Chief Jonathan Brewster, Fire Chief Manie Pires

**CALL TO ORDER:** Mayor Matthew Hald called the February 15, 2022 meeting to order at 5:30 PM

### PLEDGE OF ALLEGIANCE

### PUBLIC PRESENTATION

There were no presentations.

### CONSENT AGENDA

#### Parts I & II

Motion was made by Councilor Burnett and seconded by Councilor Criss to accept Consent Agenda Parts I & II as presented in the February 15, 2022 council packet. Discussion: None

Vote: Motion passed unanimously.

### DEPARTMENT REPORTS

#### Planning Department

City Administrator Lonnie Rainville submitted the Community Development Report as written. Councilor Criss asked how the Safe Routes to School will be implemented at the schools. After the draft

is signed off on it will go out to the public for comment. After that the final report will be created. Once the final report goes out the City can start applying for grants to complete the suggested improvements.

### **Finance Report**

The Finance Report was submitted into record as written.

### **Police Department**

Police Chief Jonathan Brewster submitted the Police Report as written. The sobering center has reported lower numbers recently. The mayor asked if the fire arms training simulator is up and operating. The Police Chief shared that it is and the officers are able to use it for training. Live fire training is still being conducted.

### **Fire Department**

Fire Chief Manie Pires submitted the Fire Report as written. The high number of medical calls was in part due to the ambulance company being short staffed. Four vounteers have completed an EMR class which will help them to assist on the medical calls.

### **Public Works**

City Administrator Lonnie Rainville submitted the Public Works Report as written. Storm water drain on Western is filled with sand.

## **REGULAR AGENDA**

### **2022 City Council Goals**

City Administrator Lonnie Rainville presented to Council a compilation of the 10 goals that Council decided on during the work session

Motion was made by Councilor Burnett to approve the 2022 City Council Goals. Motion was seconded by Councilor Criss. Discussion: Councilor Burnett suggested that at a later date Council meet again and discuss the goals and what is wanted from each of the them.

Vote: Motion passed unanimously.

### **Golf Course Lease**

City Administrator Lonnie Rainville shared that he had had a meeting at the golf course regarding maintenance items. While there he was asked if the City would be willing to open negotiations a year early. They would like to have a longer lease and to be able to have certain property items transfer to them sooner. Councilor Criss asked if there are benefits for the City to open negotiations early. The City Administrator shared that lengthening the lease term and getting the property taxes moved over to Umpqua Golf Management would benefit the City, but that he has not dug into the lease yet as he was waiting for Council to determine if they would even want to start negotiations early.

Motion was made by Councilor Burnett to allow the City Administrator to enter into negotiations with UGM for a new lease agreement. Motion was seconded by Councilor Otero. Discussion: The

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*City Administrator made note that while the new lease is being discussed all current lease terms will apply.*

*Vote: Motion passed unanimously.*

**CITIZENS HEARD ON NON-AGENDA ITEMS**

No items presented.

**CITY ADMINISTRATOR REPORT**

City Administrator Lonnie Rainville shared that he has had a couple meetings with Sony Murray. She has made contact with the state to have the Main Street Association reactivated. The county property at the north end of town has been transferred to the City at no cost. Preparations for the 2022/2023 budget has begun. Department heads are currently working on their portions. The tower is down at the airport and staff will begin the process for installing the new tower soon.

**MAYOR AND COUNCILOR – COMMITTEE REPORTS and COUNCILOR COMMENTS**

Councilor Otero shared that the library is opening a few more hours. Councilor Criss asked how the City will be distributing the Covid test kits provided by the County Commissioners. Councilor Burnett shared that he spoke with someone in Medford who was looking forward to playing the Myrtle Creek course.

**ADJOURNMENT**

Mayor Matthew Hald adjourned the regular meeting of the City Council for February 15, 2022 at 6:02 P.M.

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Matthew Hald, Mayor

Attest:

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Joanna Bilbrey  
City Recorder

# Myrtle Creek - City Council Agenda Report

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**Agenda item:**

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Meeting Date:	March 01, 2022	Primary Staff Contact:	Lonnie Rainville
Department:	Support Services	E-Mail:	lrainville@myrtlecreek.org
Secondary Dept.:		Secondary Contact:	

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**Issue before the Council:**

Support of two CDBG grant applications being submitted by NeighborWorks Umpqua to provide housing assistance for citizens of Douglas County.

**Staff Recommendation:**

It is staff's recommendation to vote to provide letters of support for the two grant applications being submitted by NeighborWorks Umpqua .

**Background:**

NeighborWorks Umpqua is proposing to apply for two \$500,000 revolving loan fund CDBG grants. Both revolving fund loan grants will afford \$100,000 (each) of work on manufactured homes in parks and \$281,000 (each) of repairs on homes in Douglas County. The CDBG-CV will be focused on repairs that involve safety and air quality projects. The Safety Projects will include deck, stairs, and ramp repairs to allow more safe ingress/egress for the homeowners and emergency personnel. The Air Quality Projects would focus on any project that mitigates moisture intrusion, mold, and lung taxing odors like roofs, walls, windows, doors, carpet replacement, mold remediation, asbestos abatement, and heating. As such, the intent is to provide to homeowners in Douglas County approximately \$762,000 in revolving loan based repairs over the course of two years or less (2 years for CDBG and 1 year for CDBG-CV) with the use of said CDBG Funds.

**Related City Policies:**

NA

**Fiscal Impact:**

No impact to City budget but will provide opportunity for community to be eligible to apply to NeighborWorks Umpqua for home repair assistance.

**Council Options:**

Council can approve a motion to support the grant applications being submitted by NeighborWorks Umpqua.

Council can take no action resulting in no city action for or against the grant applications.

**Potential Motion:**

I make the motion to have the City of Myrtle Creek support the two CDBG grant applications being submitted by NeighborWorks Umpqua and authorize the City Administrator to enter into an IGA with NeighborWorks Umpqua for support of the grant applications and programs.