

**City of Lowell, Oregon  
City Council  
Regular Meeting Minutes  
October 3, 2023**

The Lowell City Council held a regular meeting on October 3, 2023. The meeting location was Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Bennett called the meeting to order at 7:06 pm.

**City Councilors present:**

Mayor Don Bennett, Gail Harris, Maureen Weathers, Jimmy Murray, Tim Stratis (via Zoom)

**City Councilors absent:**

None

**Staff/others present:**

City Administrator Jeremy Caudle, Library Director Peggy O’Kane, Public Works Director Max Baker (via Zoom)

**Approval of the agenda:**

- Add: “Water system updates by Public Works Director Max Baker” under “Staff reports.”
- Under “New business”: Move item #2 (Library grant application) before item #1 (Camping ordinance discussion).

**Public comments:** None.

**Council comments:** None.

**New business:**

1. Review and approval of grant application with the State Historic Preservation Office in the amount of \$10,306.40 for the “Preserving Lowell, Honoring the Legacy of Maggie Osgood” project.

Library Director O’Kane discussed a grant opportunity to preserve items of historical value to Lowell and the surrounding community. The Library Director stated that the total grant budget amount would increase compared to the \$10,306.40 listed in the agenda. The total project is estimated at \$23,000. The city would provide its match through the Library Director’s wages, which are already budgeted. If the grant is approved, staff will bring the grant contract to City Council for approval.

Motion: “I move to authorize the Library Director to submit an application for the Oregon Heritage Grant program in the amount up to \$23,000 for the ‘Preserving Lowell, Honoring the Legacy of Maggie Osgood’ project.”

Motion made by Councilor Murray. Seconded by Councilor Weathers. Approved: 5-0.

**Staff report:**

- Public Works Director Max Baker updated the City Council on the effect of the Lookout Point drawdown. The drawdown is causing accumulation of sediment in Dexter Reservoir. This is affecting water plant operations through increased staff time, chemical use, and electricity use.
- The City Council asked to see a report on the impact of the drawdown on water treatment operations once the Army Corps of Engineers starts refilling Lookout Point. The City Council would like to communicate the findings of that report to higher levels of government.

**Return to new business:**

2. Discussion on amending the city's ordinances related to camping and vagrancy to comply with state law on "homeless individuals' use of real property."

CA Caudle introduced this item by stating that the city needs to amend its ordinances to comply with changes in state law. The purpose of this meeting's discussion is to start developing parameters from City Council on what time, place, and manger restrictions are reasonable.

Key points from City Council discussion:

- The City of Halsey camping ordinance provided in the packet is a good model.
- Staff should use the Halsey ordinance as a template, with amendments to reflect the City of Lowell.
- Staff will contact LCOG planners to see if they can use their GIS to pinpoint areas where camping could occur under the restrictions listed in the Halsey ordinance.

3. Motion to approve Resolution 814, "A resolution approving the City of Lowell's annex into Lane County's 'Multi-jurisdictional natural hazard mitigation plan."

CA Caudle reviewed the timeline involved in updating the city's annex into Lane County's emergency management plan, as well as the process for the Lane County Board of Commissioners to approve the county-wide emergency management plan.

Motion: "I move to approve Resolution 814, 'A resolution approving the City of Lowell's annex into Lane County's 'Multi-jurisdictional natural hazard mitigation plan.'"

Motion made by Councilor Harris. Seconded by Councilor Murray. Approved: 5-0.

4. Motion to approve an "Amendment of easement" with Lookout Point LLC regarding the "Temporary emergency vehicle turnaround easement," recorded on May 26, 2023 as Reception Number 2021-035493 and located on Tract C of Crestview Estates, and to authorize the City Administrator to sign.

CA Caudle explained that this is related to the emergency vehicle turnaround easement at the top of Rockcrest Drive. This is also related to a private access easement to the

benefit of lot C. The owner of the private access easement is willing to release it, but the emergency turnaround easement needs to be amended.

Motion: "I move to approve an 'Amendment of easement' with Lookout Point LLC regarding the 'Temporary emergency vehicle turnaround easement,' recorded on May 26, 2023 as Reception Number 2021-035493 and located on Tract C of Crestview Estates, and to authorize the City Administrator to sign."

Motion made by Councilor Harris. Seconded by Councilor Murray. Approved: 5-0.

5. Motion to approve an "Intergovernmental partnership agreement" for "ePermit system and services" with the Oregon Department of Consumer and Business Services, Building Codes Division, and to authorize the City Administrator to sign.

CA Caudle explained that this is an electronic permitting system for building permits, as required by state law. This will be at no cost to the city.

Motion: "I move to approve an 'Intergovernmental partnership agreement' for 'ePermit system and services' with the Oregon Department of Consumer and Business Services, Building Codes Division, and to authorize the City Administrator to sign."

Motion made by Councilor Murray. Seconded by Councilor Weathers. Approved: 5-0.

**Mayor comments:** None.

**Councilor comments:** None.

**Community comments:** None.

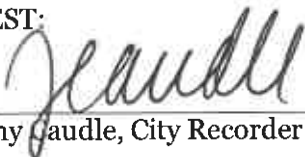
**Adjourned at 8:20 pm.**

APPROVED:



Don Bennett, Mayor

ATTEST:



Jeremy Caudle, City Recorder