MEMO

To: **Mayor and Members of Council**
From: **Vincent Martorello, City Manager**
CC: **City Council File**
Re: **Week of July 12, 2026 - Update**
Date: **July 17, 2026**

Here is a summary of my activities for the week of July 12, 2026.

- I attended the City Council regular meeting - July 13, 2026. During this meeting, Councilor Holt raised questions regarding why the Council had not approved the committee responsible for reviewing and awarding the Façade Grant funds. To ensure all Councilors are fully informed, I would like to clarify the reasoning in this update. The ad hoc committee was established (and charged) to review applications and award grant funds provided by Lane County and operated only for the duration of that specific task. City Council approval was not required for this committee. Its formation fell under administrative authority because the grant funds originated from Lane County and did not involve either a non-budgeted expenditure requiring a budget amendment or a budgeted expenditure from the City's budget. Additionally, no Council-approved policy was required for its creation.
- I met with a number of business owners to review their façade grant award and discuss next steps.
- Reviewed and discussed an updated settlement agreement with our attorney and the litigation team.
- Held our monthly department head meeting with a member of the public who won a "shadow the City Manager for a day" as part of a fundraiser for a local non-profit organization.
- I worked with planning staff to clarify a key aspect of the Urban Growth Boundary expansion requirements. A major objective of this urban growth boundary expansion is to increase the amount of land available for housing. The state wants to focus on non-resource land first to pull from for this program. Thus, to be eligible for this urban growth expansion program, the land will need to have a non-resource designation. This means farmland or other types of resource land are not eligible. We are pushing this information out to the public.

Anticipated Work – Week of July 19, 2026:

- July 21 – Meet with New Hope Church to discuss parking lot access & use of parking lot
- Finalize July 27 work session presentation on the Airport
- Prepare an offer letter for the preferred candidate for the Planning Director position

Upcoming Work:

- July 27 Council Work Session
  - A. Judge Palmers Send Off
  - B. Budget Amendments – Finance Director Jim Piper
  - C. Council Stipend Discussion – Council Holt
  - D. Overview of Creswell Hobby Field Operations and Grant History – Vincent Martorello, Shelley Humble, Jim Piper. Staff will be presenting an overview of the airport, the history and amount of grants, and the general fund transfer to the airport.

Let me know if you have any questions or concerns.

With gratitude,
Vincent