MEMO

To: **Mayor and Members of Council**
From: **Vincent Martorello, City Manager**
CC: **City Council File**
Re: **Week of May 17, 2026 - Update**
Date: **May 21, 2026**

Here is a summary of my activities for the week of May 17, 2026.

- I attended the Budget Committee meeting on May 19.
- I attended the public Safety Committee meeting on May 20.
- I will be out of the office on May 22.
- On May 19, staff met with R3 and their consultant, Catalyst Public Policy Advisors, for an update on the ongoing analysis of potential housing density for the city-owned lot at 151 N. 1st Street. As noted, in February 27, 2026, City Manager Weekly Update, R3 has been evaluating whether the site can accommodate more than the currently allowable two dwelling units. Based on preliminary review, the consultant team believes the lot may be able to support three dwelling units. Additional work is underway to assess how required parking and yard space could be configured. A follow-up meeting is scheduled for the coming weeks. Staff anticipates that a clearer proposal will be available in July and recommends scheduling this item for a Council work session to discuss potential development options moving forward.
- I updated the Robinett – Hughes Improvement plan and developed a multiyear phased approach to the improvements, and I sent the plan to the Parks and Trees Advisory Board. Public Works would like to get a sidewalk in from the parking lot to the restroom this spring, and there is the need to excavate approximately 12” of gravel/ soil to have a lawn and landscape added. The sidewalk and excavation are the two things we will focus on first and in accordance with the budget.
- I updated the Planning Supervisor job description. The position was posted on Monday may 18 and it will close on May 29. The goal is to have the position filled by mid-July.
- I received a senate bill (SB) update from our city attorney for SB 974 (2025), Section 1 (now ORS 195.860.) As of July 1, 2026, a new 120-day rule (similar to the land use 120-day review) will apply to our review of “final engineering plans … that require review and approval following tentative plat approval.” Under this new requirement, upon receipt of an application for final engineering plans for residential development within an urban growth boundary, we must confirm that the application is complete within 30 days and then act on a complete application within 120 days.
- I attended the Lane County Sheriff’s Office Precision Immobilization Technique (PIT) Maneuver training, where deputies practice tapping a vehicle’s rear quarter panel to initiate a controlled spin. I had the opportunity to ride in both the patrol car performing the PIT and the vehicle being pitted. It gave me a close, first-hand look at how LCSO conducts this type of training and the techniques involved.

Anticipated Work – Week of May 24, 2026:

- May 25 - City Hall closed in observance of Memorial Day.
- May 26 - City Council Work session.
- May 26 - Finance and Administration Committee meeting.
- May 27 – Kiwanis High School Student Scholarship Awards Ceremony.

Upcoming Work:

- June 1 – Creswell Chamber of Commerce Board of Directors meeting.
- June 1 – Monthly check-in with Councilor Kent.
- June 4 – Pre- Regular Council meeting check-in with the mayor
- June 8 – Council Regular meeting

Let me know if you have any questions or concerns.

With Gratitude,
Vincent