CRESWELL CITY COUNCIL MEETING AGENDA

August 10, 2026
Creswell City Hall - McCluskey Chambers
13 South 1st Street
6:00 P.M.

Nicholas Smith, Mayor Presiding
City Councilors:
Alonzo Costilla, Alan Dukes, Clark Kent
Mark Kremer, Joan Morris

Please silence your cell phones as a courtesy to everyone

Pledge of Allegiance

1. **Public Forum–** Maximum time 30 Minutes. Speakers will be limited to three (3) minutes each. The Council will not engage in discussion or make decisions based on public comment at this time. The mayor may direct the City Manager to follow up on comments received.

2. **Mayor's Report**

3. **Correspondence**
   - I. Molly Nicole - Letter
   - II. Molly Nicole - Letter
   - III. Molly Nicole – Petition for Speed Bumps on F Street

4. **Consent Calendar -** *All items listed are considered routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a City Councilor requests that an item be removed from the Consent Calendar and considered separately.*

   I. July 13, 2026, City Council Meeting Minutes
   II. June 27, 2026, City Council Work Session Minutes

5. **July 2026 Administrative Report**

   A. Finance Expenditures Report
   B. Lane County Sheriff's Report
   C. City Attorney Report
   D. Code Enforcement Report
   E. Building Permit Recap Report

6. **Council Action Items**

   A. Resolution 2026 – 20 A Resolution to Authorize the Mayor to sign the Transportation and Growth Management Grant Support Letter – Planning Technician Fabian Hernandez Gomez
   B. Resolution 2026 – 21 A Resolution Authorizing the City Manager to Sign A Grant Agreement for $30,000 from the Regional Fiber Consortium and Enter Into A Memorandum of Understanding with Douglas Fast Net Regarding Fiber Optic Network Construction and Operation – Finance Director Jim Piper

The meeting location is wheelchair accessible. Anyone needing special accommodations (hearing impaired, language translation, large print, etc. please make your request at least 2 Business Days prior to the meeting at 541- 895-2531. Creswell is an Equal Opportunity provider and employer and complies with Section 504 of the Rehabilitation Act of 1973. Questions about this agenda from the hearing impaired can use TTY and call at 1-800-735-2900; Spanish TTY at 1-800-735-3896.

C. Resolution 2026 22 A Resolution Authorizing the City Manager Vincent Martorello to add two additional phases to the Creswell Butte Transmission Main Project - Public Works Director Cliff Bellew

D. Resolution 2026-23, A Resolution Adopting a Supplemental Budget For Fiscal Year 2026-27, Making Appropriation/Total Requirement Changes for Specific Funds

E. Approval or Denial of Liquor License Ownership Change-City Recorder Caitlin Born

7. Upcoming Meetings and Events

A. Farm to Table Event – August 15, 2026 – 10:00 A.M to 2:00 P.M.

B. Movies in the Park – August 15, 2026 – 7:30 to 10:00 P.M.

C. Planning Commission Meeting – August 20, 2026 – 5:00 P.M

D. Creswell STOL'N Out West – August 29, 2026 – 9:00 A.M. – 10

E. Movies in the Park – August 29, 2026 – 7:30 P.M. – 10:00 P.M.

8. Adjournment

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Mayor's Report
Agenda Item No. 2

Correspondence
Agenda Item No. 3

[redacted]

To the mayor and city council members

Hello,
My name is Molly Nicole Smith. I'm writing to you because I'm very concerned about the increase of people driving extreme speeds on F st, which I live on. This happens numerous times per day and they often squeel their tires as they turn onto Hwy 99 to speed up 99 as well. It is absolutely frightening. Our neighbors who are living at the intersection of S. 2nd St. and F st witness people blowing through the stop sign ALL the time. I strongly suggest that speed humps be put on F st. Speed humps are square and this allows emergency vehicles to straddle the speed humps without being slowed down. To see a good example, see a photo of Elmira St. in Eugene. With S. 2nd St being repaved, there will be more speeding going on. My dad and his friend were walking on the sidewalk on Willakenzie Rd when a lady drove onto the sidewalk and hit them and then hit a tree. My dad survived by a miracle but his friend died one month later. As I stand on my porch I see people texting as they drive and they never slow down as they text! My parked car was ran into by a woman talking on her cell phone. The tow truck driver that I hired to pick up my car told me he picks up lots of cars on this road that have been ran into as they are parked on the street. Please put in speed humps before there is another innocent victim who gets killed like dad's friend Roger. Why wait until someone is ki ed? Thank you

There's lots of kids living on our street.

[redacted]

To the Mayor and city Council members

Hello,
My name is Molly Nicole Smith. There are a few things I forgot to mention in my last letter about the ongoing extreme speeding on Fst and people often blowing through the stop sign at S. 2nd and Fst. When the lady who was talking on her cell phone while driving hit my parked car, my neighbor Michelle was in her wheel chair near my car. If my car had not been there to shield Michelle, then Michelle probably would have been hit. On the opposite side of the road cars are not allowed to be parked on the street. This is where tons of children play. There are no parked cars to shield these kids from wreckless drivers. So when some maniac drives up onto the sidewalk and into the kid's yard, who knows how many kids the driver will mow down. It's a frightening thought. My neighbor Michelle's little 5 yr old girl died in a car wreck and she is scared to death of seeing a kid get ran over, as we all are. Michelle said, "I don't want any parent to go through what I went through." I don't want there to end up being a bunch of roadside cross memorials [redacted] and everyone feeling sad everytime they drive by for the next decades. Let's please prevent a tragedy and avoid all this. Please put speed humps on Fst.

[redacted]
CReswell OR 97426

[redacted]

[redacted]

To the mayor and city council members.
This is a petition for all those in favor of speed cushion being put on F st. Speed cushions have a more gradual slope than speed bumps and they do not slow down emergency vehicles. This petition was created by Molly Nicole Smit.
Grace Deafendeffer

[redacted]

Dylan Beckstead [redacted]

[redacted]

William Hansen 350 S. 2nd St.
Hanna K Shumate Knopp [redacted]

[redacted]

Jason Hinton 355 S Fr[redacted]

[redacted]

Consent Calendar
Agenda Item No. 4

This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio/video recordings of the meeting and may be reviewed upon request to the City Recorder.

City of Creswell City Council Meeting

Council Members Present:

- Mayor Smith
- Councilor Costilla, Council President
- Councilor Holt –
- Councilor Kent
- Councilor Kremer
- Councilor Morris
- Councilor Dukes

Audience: 5

Press: 0

Staff Present

- City Manager Vincent Martorello
- Finance Director Jim Piper
- Public Works Director Cliff Bellew
- Assistant to City Manager Angela Keppler
- City Recorder Caitlin Born
- Airport Manager Shelley Humble
- Sergeant Alex Speldrich

Opening of the Meeting

Mayor Smith opened the meeting at 6:06 pm, he noted that the pledge had already been done in the urban renewal agency meeting. Mayor Smith noted that Councilor Holt had an excused absence.

Public Forum

Anne O'Connell, addressed the Council regarding the war memorial located near the community center. She shared that during a visit to the Vietnam War Memorial in Washington, D.C., she discovered the name of William Lyle Bower a U.S. Marine with a home of record in Creswell, Oregon listed on Panel 7E, Line 15. Corporal Bauer was killed in action in Quang Nam Province on May 1, 1966. Ms. O'Connell noted that his name is not inscribed on the Creswell War Memorial and acknowledged that the memorial falls under the jurisdiction of the Creswell VFW, not the City. She respectfully requested that the Council and Mayor apply pressure on the VFW to add his name to the memorial in recognition of his service.

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Mayor Nicholas Smith thanked Ms. O'Connell for bringing the matter forward and expressed support for honoring local veterans. He indicated that he had already talked with Monica and Debbie and was considering organizing a day to honor Creswell's war heroes, ensuring that fallen soldiers with ties to the community are properly recognized.

Monica Knight, Creswell resident, addressed the Council to express her disappointment regarding the outcome of the city's facade grant program. She explained that 13 applicants, including the Creswell Grange, applied for grant funding, and that 7 were selected. The Creswell Grange was not among the recipients. Ms. Knight emphasized the Grange's extensive community contributions — including delivering gift baskets to Meals on Wheels recipients, collecting food donations for the local food bank, supporting veterans through the Lane County Stand Down event, and hosting free community dinners — and argued these activities made the Grange a highly qualified candidate. She noted that the Grange's smallest eligible project was only $1,200, meaning the city's share would have been just $600 out of the $30,000 available, and encouraged the Council to consider the Grange in future grant cycles.

Following Ms. Knight's comments, Councilor Holt inquired whether the grant award decisions were public record and asked about the composition of the selection committee. City Manager Vincent Martorello explained that a three-member community review committee not city staff evaluated the applications, consistent with the administrative function outlined by the grant program. Councilor Holt questioned whether such committees should require Council approval. City Manager Martorello clarified that this body was a task force for grant review purposes and did not rise to the level of a formal committee requiring Council oversight under existing policy.

Mayor's Report

Mayor Nicholas Smith extended thanks to the Chamber of Commerce, including Kelly, Mandy, and the board, for organizing the Fourth of July celebration. He noted that the event drew a significantly larger crowd than in prior years and that the parade was well-received. Regarding the fireworks display, Mayor Smith acknowledged that malfunctions occurred and a safety officer halted the show before its intended conclusion, though the display had been planned to be more extensive. He encouraged residents who were disappointed to understand the circumstances and praised the many volunteers and community members who made the day a success.

Correspondence

Mayor Smith noted that a letter had been sent to all Council members and the City Manager but had not been included in the agenda packet, as it had not been explicitly requested to be added to the correspondence section. He clarified for the public that letters sent to the Council do not automatically appear in the agenda citizens wishing their correspondence to be included in the public packet must make that request. City Recorder Caitlin Born would be posting the letter online later that evening.

Consent Calendar

The Consent Calendar included the following items:

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i. June 08, 2026, City Council Meeting Minutes ii. June 22, 2026, City Council Work Session Minutes

No items were pulled for separate discussion.

Motion to approve the Consent Calendar as presented was made by Councilor Kent and seconded by Council President Costilla. The motion carried unanimously

June 2026 Administrative Report

Finance Expenditures Report

City Manager Martorello introduced the Finance Expenditures Report and indicated staff was available to answer questions.

Councilor Kent asked about a line item for a "Paynter" (Check No. 36709, Page 20 of the PDF). Finance Director Piper clarified that this was payment to a local window painter who created the seasonal artwork displayed on the front of City Hall.

Mayor Smith inquired about the "TextMyGov" line item, asking whether the service was billed annually, what volume of activity it generated, and whether it had proven effective. Finance Director Piper confirmed the charge covers a full year and includes a cell phone plan. He noted that the service fields incoming public texts, routes unanswered queries to staff via email for follow-up, and also distributes outbound emergency alerts — citing the recent sewer line incident as an example of the system working as intended. Mayor Smith requested that usage data be presented at a future session to validate the expenditure. Councilor Holt suggested the data summary be brought to a Work Session.

Lane County Sheriff's Report

Sergeant Speldrich presented the June report. He noted that call volume was consistent with normal levels, though the month involved several significant cases. He indicated that summer typically brings an increase in calls for service.

Regarding the Fourth of July, Sergeant Speldrich reported that seven deputies including reserve officers were deployed in Creswell, the largest staffing level he had seen for that event. The parade proceeded without major incident, though numerous illegal fireworks complaints were received. Deputies remained busy throughout the day responding to disputes and DUIs.

Sergeant Speldrich highlighted two major Measure 11 cases. The first, included in the Council packet via a published Facebook post, involved both a present and a historical crime disclosed in the same call. Both subjects remain in custody and are facing significant prison sentences, with one potentially facing life in prison. A second, more recent case resulted in an arrest on 19 Measure 11 sex crime charges against a disabled family member. Sergeant Speldrich expressed pride in his team's work in securing accountability for vulnerable members of the community.

Councilor Holt raised a concern about a prior case involving an elderly woman who was attacked on Creswood Drive. She noted that community members had reported the perpetrator was no longer incarcerated, contrary to prior indications. Sergeant Speldrich acknowledged the frustration,

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explaining that a plea deal had resulted in a different outcome than anticipated and that he did not have full visibility into the prosecutorial reasoning. He noted that the individual convicted of felonies appeared to no longer be in the local area.

Council President Costilla raised concerns about ongoing criminal activity at a known problem property at 469 Morse Street, noting that residents had reported an increase in activity in recent months. Sergeant Speldrich confirmed that the property is one of the most persistent challenges in the area, characterized by a revolving cast of residents and an owner situation that complicates enforcement. He noted that code enforcement and building inspections have been employed as supplemental tools, but that the situation continues to be difficult to resolve permanently.

Councilor Holt followed up on the theft problem more broadly, questioning why individuals known to be stealing continue to operate without consequence. Sergeant Speldrich explained the evidentiary challenges involved particularly in establishing who, among multiple residents of a property, is responsible for a specific theft and encouraged residents to call dispatch whenever suspicious activity is observed, including late at night, as deputies are available. He also confirmed that the city's municipal court lacks the authority to jail individuals without the city paying for jail beds, and that criminal charges therefore proceed through circuit court and Lane County.

Mayor Nicholas Smith inquired about the resolution of a prior dog attack case involving a woman and her daughter. Sergeant Speldrich reported that the municipal court found the dog owner guilty, and that ongoing requirements including restitution and fines are in place and will be monitored for compliance.

Mayor Smith thanked Sergeant Speldrich and the deputies for working through the holiday weekend.

City Attorney Report

City Manager Martorello reported that the city attorney billed a total of 13 hours for June. Councilor Holt asked about a line related to public participation at city meetings. City Manager Martorello explained that the inquiry involved questions about meeting decorum and whether the Council's rules which permit public comment during work sessions extend to the Planning Commission, or whether the Commission may adopt its own public comment structure for work sessions.

Code Enforcement Report

No discussion for this agenda item.

Building Permit Recap Report

No discussion for this agenda item.

Council Action Items

A. Resolution 2026 – 18 A Resolution to authorize the Mayor to sign the City Attorney Contract

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City Manager Martorello presented Resolution 2026-18, which authorizes the Mayor to execute a new contract for city attorney services with the Local Government Law Group. He explained that the contract is substantively similar to prior years, with one notable amendment: the performance evaluation process was revised to allow for more frequent Council interaction with the city attorney throughout the year, rather than a single end-of-year evaluation. Two firms responded to the solicitation. The Local Government Law Group was recommended as the preferred candidate based on their Oregon presence, their established history with the city, and their capacity to assign additional attorneys for specialized legal needs.

> Motion to authorize the Mayor to sign the contract with the Local Government Law Group for an initial three-year term, thereafter extendable for additional two-year terms upon written consent of both parties, was made by Councilor Morris and seconded by Councilor Kremer. The motion carried unanimously.

B. Resolution 2026 – 19 A Resolution authorizing the Mayor to sign settlement agreement with Meadowbrook, LLC

City Manager Martorello presented Resolution 2026-19, which authorizes the Mayor to sign a settlement agreement with Meadowbrook LLC. He noted that the settlement had been reached through mediation and negotiation, but that the agreement remains technically open until it has been signed by both parties. The Mayor was expected to sign the agreement within the week, and the other party was anticipated to sign within a week thereafter. Councilor Kent expressed concerns over a typographical error in the case number that appeared in the suggested motion, pointing out that it did not match the case number in the resolution. City Manager Martorello acknowledged the discrepancy and directed that the motion be amended to address this issue, removing any reference to the incorrect numbers from the suggested motion. The City Recorder then confirmed the correct case number as 24CV61064. To ensure the amendment was handled properly, there was a need for procedural clarification. Following this, a corrected motion was reintroduced. Councilor Dukes moved to amend and authorize the Mayor to sign the settlement agreement with Meadowbrook, LLC, using the correct case number. Councilor Morris seconded the motion. The amended motion carried unanimously.

> Motion to amend and move that the City Council authorize the Mayor to sign the settlement agreement with Meadowbrook LLC regarding litigation case number 24CV61064 was made by Councilor Dukes and seconded by Councilor Morris. The amended motion carried unanimously.

C. City Council approval to apply for the 2026 UGB Expansion Area Planning Grant

Planning Technician Fabian Hernandez Gomez presented the agenda item, noting it was the same grant proposal previously discussed at a Council work session. The grant relates to a wetland delineation study for a property located between Creswell Court and the Campus Mobile Home Park on North Mill Street. The property has been identified as having housing development

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potential but has stalled due to the presence of wetlands. The grant would fund a study to determine what development, if any, is feasible on the property and what steps could be taken to mitigate the wetland constraints.

Mayor Nicholas Smith initially sought clarification distinguishing this grant from the Urban Growth Boundary expansion process, as both are housing-related. City Manager Martorello clarified that the UGB expansion process is receiving applications separately, while this grant is specifically a wetland boundary delineation study for a parcel already within the UGB that has been unable to move forward due to development constraints.

Councilor Dukes asked about property access and whether the landowner or the city was the applicant. Planning Technician Hernandez Gomez confirmed that the City of Creswell is the applicant and that the grant is intended to help advance the city's broader housing goals. City Manager Martorello added that the cost of the wetland delineation had been identified as the primary obstacle for the developer, and that conversations between the developer and the city led to the decision to pursue the grant.

Councilor Holt questioned whether it was the property owner's responsibility to conduct their own due diligence. City Manager Martorello explained that the state is actively promoting this type of grant to identify and unlock parcels with development potential that have been stalled for external reasons, and that this grant is consistent with that policy intent.

> Motion to authorize the Mayor to sign a letter of support for the North Mill Street Wetlands Plan was made by Council President Costilla and seconded by Councilor Kent. The motion carried, with Councilor Holt voting in opposition.

7. Upcoming Meetings

Council was directed to visit the Creswell City Calander to review the upcoming meetings

Adjournment

With no further business Mayor Smith adjourned the meeting at 6:51 p.m.

_____

Nicholas Smith, Mayor

Attest:

_____

Caitlin Born, City Recorder

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City of Creswell City Council Work Session Meeting

Council Members Present: **Audience Present:4**

- Mayor Smith – excuse
- Councilor Costilla, Council President **Press Present: 0**
- Councilor Dukes
- Councilor Holt
- Councilor Kent
- Councilor Kremer
- Councilor Morris

Staff Present:

- City Manager Vincent Martorello
- Assistant to City Manager Angela Kepple
- City Recorder Caitlin Born
- Airport Manager Shelley Humble
- Municipal Judge Scott Palmer
- Finance Director Jim Piper

Open Meeting

Council President Costilla opened the June 26, 2026, City Council Work Session at 6:00 PM. He asked everyone to stand for the Pledge of Allegiance. Council President Costilla noted Mayor Smith and Councilor Morris both have excused absences.

Committee Reports

A. Parks and Tree Advisory Board

Councilor Morris reported that the committee met on July 14. Members confirmed completion of their OGEC training and received an update on the Cobalt Activity Center, which has no significant new activity at this time. Bike Day planning was tabled until December. The committee discussed the Emerald Ash Borer, noting that traps have been placed near the sewer areas, at Garden Lake Park by the canal, and in the Cottage Grove area. Informational links regarding the

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pest will be posted on the Parks and Trees website. The primary focus of the committee continues to be the master plan review. No new park activity was reported, though increased use has been observed at the bicycle wayside.

Regarding Cinderella Park, Councilor Morris noted the committee was unfamiliar with the site. City Manager Martorello provided context, explaining that Cinderella Park is Lane County property believed to be a former landfill. Previous conversations between the city and the county regarding a potential land transfer stalled over concerns about environmental liability, with the county seeking to be harmless for future issues while the city declined to assume that risk. City Manager Martorello confirmed no active conversations are currently taking place. The park will remain as a nebulous long-term goal in planning documentation. A member of the public confirmed that Cinderella Park is located east of the Creswell transfer station across from the wastewater facility. The committee will meet next on October 13.

B. Public Safety Committee

Councilor Kremer reported on National Night Out planning, noting the event will again feature participation from the Lane County Sheriff's Department with rescue crew, dogs, drones, boats, and horses building on the success of the prior year. Thanks were extended to staff members Heather and Caitlin for their work on the event

Councilor Kremer recapped the Fourth of July events. The parade was generally successful despite some resident concern over the new route. All five deputies worked staggered shifts, the rodeo operated with its own internal security, and there were no fireworks citations or injuries in Creswell.

The committee discussed the growing presence of e-bikes and motorized scooters, noting that while helmet use has increased, many riders still fail to properly buckle them. Sergeant Speldrich has been engaging youth directly on the issue. Efforts were made to schedule a school assembly on bicycle safety, though it could not be arranged in time for the current year.

The committee also announced plans to meet more frequently—quarterly for now, with increased frequency leading up to National Night Out. The next meeting is planned for the first week of October and will focus on topics of winter public safety such as generators and emergency preparedness.

Judge Palmer noted that approximately 15–20 years ago, the city conducted a significant bicycle helmet safety initiative in cooperation with the Sheriff's Department that included citations issued through the court, and reminded the committee that relevant ordinances remain on the books. A resident, Monica Knight, raised concerns about faded "no biking on sidewalk" signs near the business district on 3rd Street and reported near-collisions with motorized scooter riders on the sidewalks.

C. Airport Commission

Council President Costilla reported on two recent meetings. On July 9, the Planning Advisory Committee met for the strategic plan for the airport, where David Miller and Mark Steel of Century West presented on facility requirements, preliminary development concepts, and the project schedule. Detailed materials are available on the city website.

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On July 15, the Airport Commission held its regular quarterly meeting. Council President Costilla highlighted the following:

- The handbase radio station is 99% complete in terms of purchased items. Seven volunteers are assembled to complete installation, and the station is expected to be operational within a month.
- Airport Manager Humble is working with engineers on the design of new electronic gates, with an RFP expected soon.
- An environmental study for the taxiway project will begin shortly after the first of the year.
- The EPUD project is near completion. Although the Douglas Fast Net project was unable to provide fiber optic connectivity to the airport, Finance Director Piper successfully secured a $30,000 grant to bring fiber optic service to the airport.
- The annual ODART exercise went well, with some hand base radio equipment was used in practice. Approximately five planes and three Creswell planes participated in the mock disaster exercise.
- The Young Eagles event was a strong success, with approximately 90 registered participants and 80 flights.
- The National STOL Competition is scheduled for August 28–29. Airport Manager Humble reported that her sponsorship goal of $40,000 has been nearly met, with $37,950 raised at the time of the report, already exceeding the $30,000 contract threshold.

Airport Manager Humble clarified ticketing details for the National STOL event. Tickets are available at NationalSTOL.com. General admission is $15 and VIP is $50 through July 31, increasing to $70 on August 1. Children 12 and under are free but are encouraged to register for attendance tracking purposes. Volunteers receive free admission and a t-shirt. Debbie Yee noted that a direct link to the event is available on the city's website.

Discussion Items

2. Discussion Items

A. Judge Palmer's Send Off – Mayor and Council

Mayor Smith recognized the retirement of Municipal Court Judge Scott Palmer after 42 years and 5 months of service to the City of Creswell, having been appointed in 1984. Mayor Smith acknowledged the depth of Judge Palmer's contribution to the city and the value of the many discussions they had shared. The Mayor presented Judge Palmer with a commemorative gift on behalf of the City.

Judge Palmer addressed the Council. He reflected on 50 years in the legal profession, noting the date coincided with his passage of the Oregon Bar Exam in 1976. He recounted a career that included civil litigation, divorce law, service as city prosecutor for Drain, Springfield, and Eugene, and a decade of repossessing logging equipment.

Judge Palmer expressed deep gratitude to the Council and city staff for their ongoing support, noting that Creswell is in his heart even though he does not reside there. He explained that his retirement was a pre-planned clause in his last contract five years ago set August 2026 as his

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transition date, coinciding with his 75th birthday, at which age circuit court judges face mandatory retirement. He stated he drew that precedent as a guiding principle and that it was the right time to make way for someone younger. He will remain available to serve as pro tem judge as needed. Judge Palmer closed with the remark attributed to Douglas MacArthur: "Old judges don't die—they just lose their appeal," noting with pride that he had been reversed only once in 42.5 years.

B. Supplemental Budget Adjustments – Finance Director Jim Piper

Finance Director Piper provided a brief update on supplemental budget adjustments. He noted that previously announced grants were already incorporated into the council packet. He also informed the Council of an additional funding award for the water line relocation project, totaling just over $500,000, which was not yet included in the packet as it was not finalized in time. He indicated this item will be formally brought forward at the next regular City Council meeting.

C. Council Stipend Discussion – Councilor Holt

Councilor Holt raised the question of whether the current council stipend arrangement should be made optional. She expressed concern that accepting a stipend particularly one that originated during COVID and was never discontinued was an unnecessary expense when the city faces significant infrastructure costs. She noted the annual total is approximately $13,000 and suggested those funds could better serve constituents by offsetting wastewater or water project expenses.

City Manager Martorello explained that under current IRS rules, because the stipend is established by resolution, it is considered taxable income for council members whether received or not, making voluntary non-receipt ineffective without a resolution change. Finance Director Piper confirmed this, noting the IRS treats a stipend codified in a resolution as constructive receipt. The recommended path forward is to rescind the current resolution and adopt a new one allowing councilors to opt out.

Council discussion reflected general support for this approach. Councilor Holt noted she currently donates her stipend but prefers not to bear the associated tax burden. Mayor Smith also noted he donates his stipend but acknowledged the administrative cost. Council President Costilla emphasized the importance of preserving the stipend as an option, noting it can help individuals with lower incomes—including those managing costs of childcare, elder care, or time away from work—participate on the Council. Councilor Kent raised whether voting on a stipend change presents a conflict of interest; City Manager Martorello indicated it likely does not, as the stipend applies equally to all members and is compensation for a public service. Consensus was reached to direct staff to rescind the existing resolution and prepare a new resolution providing councilors the option to opt out of receiving the stipend.

D. Overview of Creswell Hobby Field Operations and Grant History – City Manager Vincent Martorello, Airport Manager Shelley Humble, Finance Director Jim Piper

City Manager Martorello opened by acknowledging the work of Airport Manager Humble and Finance Director Piper, who together reviewed 26 years of audited financial data going back to 2001 in preparation for the presentation. He stated the purpose of the overview was threefold: to present a financial history of airport operations, document the airport's grant history, and clarify the

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nature and purpose of general fund transfers to the airport fund all in response to inaccurate public claims of financial mismanagement circulating on social media.

City Manager Martorello emphasized that all transfers from the general fund to the airport fund are fully compliant with Oregon budget law, as evidenced by the city's successful audits over many years.

Airport History and Context

The City of Creswell purchased the airport in 1963. Creswell Airport Inc. operated it from 1963 through 2000, at which point the city assumed operations. As part of that transition agreement, Creswell Airport Inc. was permitted to retain rental revenue from 36 T-hangar units—approximately $36,000 per year. Since 2001, this arrangement has resulted in approximately $936,000 in lost lease revenue to the city. City Manager Martorello characterized this as a consequential decision made 25 years ago that continues to constrain airport finances to this day, and emphasized it as an illustration of the long-term weight of council decisions. The agreement with Creswell Airport Inc. expires in 2030.

Finance Director Piper noted that the airport is currently the only city operating fund that carries capital projects within the same fund, rather than in a separate capital improvement reserve fund as is done for water, sewer, and streets. He expressed his intent to bring a future work session proposal to separate these, which he believes would demonstrate that the airport's day-to-day operations are effectively self-sustaining.

Financial Overview (FY 2013–2026)

City Manager Martorello summarized key financial data:

- Personnel and material services expenses totaled approximately $5,550,000 (averaging $397,000/year).
- Airport revenues totaled approximately $12,000,000 (averaging $855,000/year).
- On average, revenues exceeded operating expenses by approximately $450,000 per year.
- Transfers from the general fund to the airport fund totaled $1,400,000 over the period, or approximately $104,000 per year.
- When the $936,000 in lost lease revenue is factored in, the effective net general fund support drops to approximately $73,000 per year.
- For every dollar transferred from the general fund, the airport generated approximately $8 in revenue—a 700% return on investment.

Airport Operations and Economic Impact

Airport Manager Humble presented on the scope of airport operations, noting that 12 businesses currently operate at the airfield, including three flight schools, four maintenance shops, a skydiving operation, the EAA, ODART, a resiliency hub, the FBO, fuel concessions, Heliquest, and contracts with the U.S. Forest Service and Oregon Department of Forestry. She noted that the airport hosts approximately 100 based aircraft (though FAA registration data reflects approximately 84 due to ongoing rebuild projects) and is among the third-busiest general aviation airports in Oregon with no commercial air service, recording approximately 50,000 annual aircraft operations.

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Airport Manager Humble highlighted the airport's resiliency hub on the north end of the property, which was established through grant funding in coordination with ODART and serves as an emergency operations and disaster relief staging facility in the event of a Cascadia Subduction Zone earthquake severing I-5.

City Manager Martorello noted the airport supports 37 direct, indirect, and induced jobs generating $1,600,000 in payroll value to the Creswell area. The upcoming National STOL event alone is projected to bring approximately $63,000 in economic activity to the city.

Grant History

Airport Manager Humble reported that since being hired in February 2000, she has applied for, overseen, and closed grants totaling $10,256,495. The city's match for those grants totaled approximately $1,195,414. From 2001 to 2026, the airport has earned $6,567,470 in grant funds, with $5,892,248 of that earned between FY 2013 and FY 2026. An additional $3,370,442 in grants remains open, covering the master plan and the North Taxi Lane project, both expected to close within five years. For every $1.46 transferred from the general fund, the city received approximately $5.89 in grant funding.

She explained the three primary grant programs utilized: the FAA Airport Improvement Program (AIP), funded by federal aviation fuel taxes and ticket taxes; the Critical Oregon Airport Relief Grant (CORE), part of the Aviation System Action Program (ASAP), managed by the Oregon Department of Aviation and funded by aviation fuel taxes; and Connect Oregon, established by the Oregon State Legislature in 2005 to fund non-highway transportation modes. In total, Airport Manager Humble has secured 49 grants over 26 years across these and other programs. She noted that without these grants, the city would have been required to spend approximately $6,311,087 in taxpayer funds to complete the same capital improvements from FY 2013 to FY 2026 alone.

Summary and Conclusion

City Manager Martorello concluded by reading the key takeaways: grant revenues covered 93% of total capital outlay during the period; the general fund transfers are small relative to the revenue and economic activity generated; the city lost approximately $936,000 due to the prior lease arrangement; and every dollar matched from the general fund returned approximately $8 in revenue. He stated plainly that the characterizations of financial mismanagement circulating in the public are inaccurate, and that the presentation was intended to set the record definitively straight on behalf of both staff and Council.

Council President Costilla and Mayor Smith each expressed appreciation for the presentation, with Mayor Smith acknowledging that his own perspective on the airport had evolved over time as he became more informed of the data.

E. 2026 Transportation Growth Management Grant Application – Planning Technician Fabian Gomez Hernandez

City Manager Martorello presented a request for council consensus to authorize staff to submit a Transportation and Growth Management (TGM) grant application, with a formal resolution to follow at the next regular meeting. The grant, estimated at $200,000 with an 11.5% city match of approximately $22,000, would fund initial design work—roughly 10–20% design effort—for two components: the "Creswell Gateway" at the intersection of the I-5 southbound off-ramp and

This document is supplemented by agenda packet materials, meeting materials distributed and electronic audio/video recordings of the meeting and may be reviewed upon request to the City Recorder.

Oregon Avenue, and a transportation corridor study from Oregon Avenue to F Street intended to evaluate transportation network options serving adjacent industrial land.

City Manager Martorello clarified that while a property owner's land will be part of the corridor analysis—given that the proposed road would traverse that property—the study is not intended to direct the owner's land use decisions. Any land use or rezoning consideration would remain entirely at the property owner's discretion. The corridor study is already identified in the Creswell Transportation System Plan. The $22,000 city match would require a future budget amendment upon award.

Councilor Holt sought clarification on the extent to which the grant would involve analysis of a private property owner's land, noting concern about the city effectively subsidizing private due diligence. City Manager Martorello explained that this type of coordinated analysis is standard practice when a major road is being planned through private property, as trip generation, road design, and network planning are all affected by potential land use changes.

Mayor Smith noted constitute feedback about traffic congestion off the Creswell exit and expressed support for proactive planning. Council consensus was given to direct staff to prepare and submit the grant application and return with a resolution at the next regular meeting.

Mayor Smith noted that the basketball court on Cobalt Avenue is now open and operational, and expressed thanks to Public Works Director Cliff for above-and-beyond assistance to a resident on a Sunday.

Adjournment

With no further business Mayor Smith adjourned the meeting at 7:22 p.m.

_____

Nicholas Smith, Mayor

Attest:

* _____

Caitlin Born, City Recorder

DRAFT

Administrative Report
Agenda Item No. 5

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount	
07/26	07/01/2026	36752	130	AMERICAN WATER WORKS ASSOCIA	SO298932	02-40-685	.00	443.00	
07/26	07/01/2026	36753	160	ARCHIVESOCIAL INC	371610	15-40-645	.00	4,848.13	
07/26	07/01/2026	36754	450	CENTRAL OREGON & PACIFIC RAILR	Multiple	02-40-685	.00	4,909.51	
07/26	07/01/2026	36755	740	DBT TRANSPORTATION LLC	5942-26/27	15-40-687	.00	5,942.00	
07/26	07/01/2026	36756	765	DEPT OF CONSUMER & BUSINESS SE	126061500027	01-40-602	.00	197.12	
07/26	07/01/2026	36757	1440	LANE COUNCIL OF GOVERNMENTS	101437	01-40-680	.00	2,407.00	
07/26	07/01/2026	36758	1805	NORTHWEST INSURANCE GROUP IN	Multiple	15-40-637	.00	8,567.55	
07/26	07/01/2026	36759	1915	OREGON CITY/COUNTY MANAGEMEN	31863	01-40-630	.00	318.63	
07/26	07/01/2026	36760	2000	OREGON HEALTH AUTHORITY CASHI	PWS046-26/27	02-40-685	.00	2,000.00	
07/26	07/01/2026	36761	2925	WELLS FARGO FINANCIAL LEASING	2039124103	03-40-620	.00	326.00	
07/26	07/02/2026	36762	135	ANALYTICAL LABORATORY GROUP	Multiple	02-40-670	113.90	1,025.10	
07/26	07/02/2026	36763	365	C & K PETROLEUM EQUIPTMENT CO.	E1310	02-40-673	.00	3,715.63	
07/26	07/02/2026	36764	515	CITI CARDS	Multiple	02-40-650	.00	5,965.96	
07/26	07/02/2026	36765	620	CONSOLIDATED SUPPLY COMPANY	S012938252.00	01-63-645	.00	616.84	
07/26	07/02/2026	36766	1110	H D FOWLER COMPANY	Multiple	03-40-650	.00	4,256.04	
07/26	07/02/2026	36767	1485	LANE ELECTRIC COOPERATIVE INC	JUN26-3276900	03-40-625	.00	105.58	
07/26	07/02/2026	36768	1760	NATIONAL BUSINESS SOLUTIONS	50164447	15-40-646	.00	416.53	
07/26	07/02/2026	36769	2060	ORKIN	297967071	01-63-690	.00	80.42	
07/26	07/02/2026	36770	2205	PETERSON	Multiple	01-40-602	.00	3,290.00	
07/26	07/02/2026	36771	2950	WILDISH CONSTRUCTION COMPANY	8	12-80-801	.00	.00	V
07/26	07/09/2026	36772	135	ANALYTICAL LABORATORY GROUP	Multiple	02-40-670	21.30	1,007.70	
07/26	07/09/2026	36773	210	BANNER BANK	Multiple	01-59-620	.00	1,918.67	
07/26	07/09/2026	36774	300	BOYCE & SONS INC	10049140	15-40-602	.00	48.00	
07/26	07/09/2026	36775	340	BUCKS SANITARY SERVICE	Multiple	01-63-645	.00	771.44	
07/26	07/09/2026	36776	415	CASCADE HOME CENTER	Multiple	03-40-650	.00	1,339.58	
07/26	07/09/2026	36777	510	CINTAS CORPORATION #3	Multiple	01-63-690	.00	1,497.25	
07/26	07/09/2026	36778	525	CITY OF COTTAGE GROVE	17987	10-40-650	.00	595.50	
07/26	07/09/2026	36779	590	COMFORT FLOW HEATING COMPANY	158453	01-40-602	.00	555.00	
07/26	07/09/2026	36780	705	CRESWELL SCHOOL DISTRICT NO 40	585739	01-227	.00	5,857.39	
07/26	07/09/2026	36781	765	DEPT OF CONSUMER & BUSINESS SE	Multiple	10-40-604	.00	4,710.53	
07/26	07/09/2026	36782	1175	HERB NEWELL	204412	15-40-602	.00	24.00	
07/26	07/09/2026	36783	1270	INTEGRATED ELECTRONIC SYSTEMS	49602	05-80-803	.00	956.00	
07/26	07/09/2026	36784	1760	NATIONAL BUSINESS SOLUTIONS	IN165150	01-40-602	.00	179.00	
07/26	07/09/2026	36785	2785	TWGW INC WILSON'S NAPA	Multiple	03-40-673	.00	257.15	
07/26	07/09/2026	36786	2863	VERSALIFT SOUTHWEST LLC	VSW-178724	04-40-601	.00	21,281.20	
07/26	07/09/2026	36787	2993	WREN ENTERTAINMENT	JUN20	01-63-680	.00	75.00	
07/26	07/08/2026	36788	2880	VOID CHECK	36788	01-204	.00	.00	V
07/26	07/09/2026	36789	2880	VOID CHECK	36789	01-204	.00	.00	V
07/26	07/10/2026	36790	600	COMMUNITY SHARING PROGRAM	29930	02-202	.00	299.30	
07/26	07/10/2026	36791	820	DOUGLAS FAST NET	Multiple	03-40-626	.00	1,435.85	
07/26	07/10/2026	36792	970	FERGUSON WATERWORKS INC #301	Multiple	04-80-801	.00	4,538.24	
07/26	07/10/2026	36793	1525	LEWIS, JODY	D305	15-40-602	.00	50.00	
07/26	07/10/2026	36794	2140	PACIFIC POWER	Multiple	01-63-640	.00	3,127.11	
07/26	07/10/2026	36795	2310	PROFECTUS INC	EUG07260101	01-63-690	.00	822.42	
07/26	07/10/2026	36796	2485	SECURITY MONSTER	239448	04-40-602	.00	220.85	
07/26	07/10/2026	36797	2665	SWANK MOTION PICTURE INC	2746640	01-63-683	.00	2,140.00	
07/26	07/16/2026	36798	30	ACCUSOURCEHR INC	106121	01-51-630	.00	150.00	
07/26	07/16/2026	36799	135	ANALYTICAL LABORATORY GROUP	Multiple	03-40-670	46.20	415.80	
07/26	07/16/2026	36800	200	BAKER SHOE'S AND CLOTHING	3267	03-40-685	.00	200.00	
07/26	07/16/2026	36801	255	BEST LITTLE PRINTHOUSE	35119	03-40-620	.00	206.15	
07/26	07/16/2026	36802	260	BI-MART CORPORATION	Multiple	03-40-650	.00	109.40	
07/26	07/16/2026	36803	505	CINTAS CORPORATION #2	Multiple	01-63-602	.00	215.00	
07/26	07/16/2026	36804	530	CITY OF CRESWELL	215-26-00011	16-80-801	.00	3,372.27	

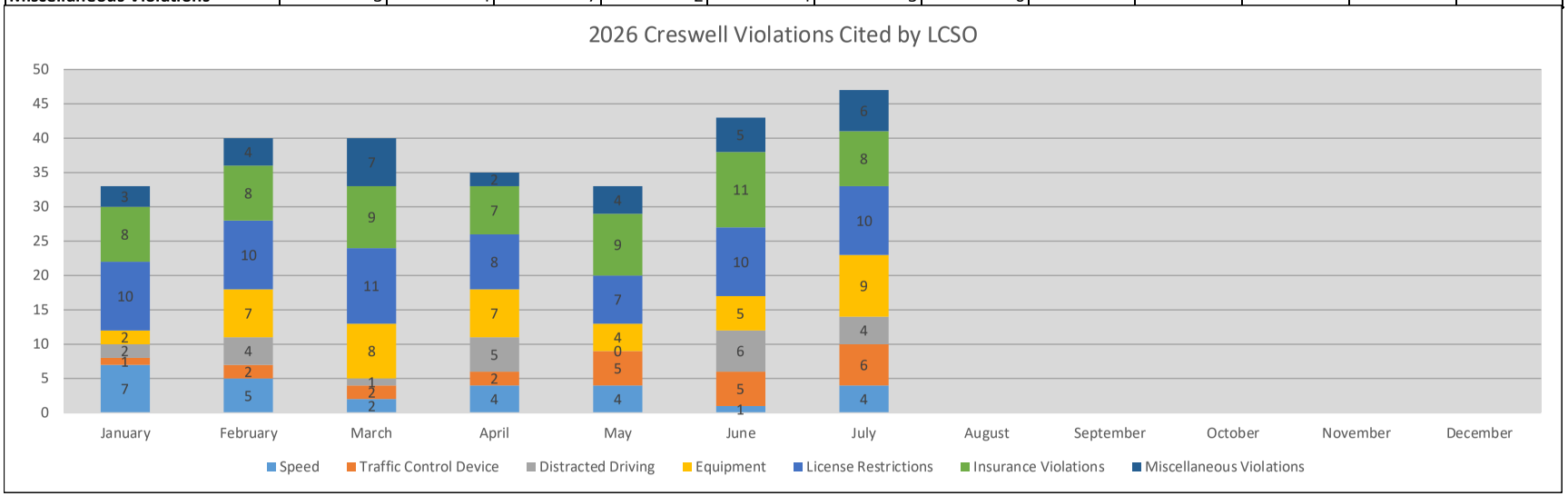
GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount	
07/26	07/16/2026	36805	675	CRESWELL COMMERCIAL SERVICE I	Multiple	15-40-675	.00	1,854.55	
07/26	07/16/2026	36806	1110	H D FOWLER COMPANY	I7344835	04-40-602	.00	40.50	
07/26	07/16/2026	36807	1350	KENDALL AUTO GROUP	8126899	04-40-601	.00	142.76	
07/26	07/16/2026	36808	1780	NET ASSETS CORPORATION	94-202606	01-59-613	.00	315.00	
07/26	07/16/2026	36809	1880	ONE CALL CONCEPTS INC	6060339	02-40-650	.00	93.22	
07/26	07/16/2026	36810	2245	POINT S TIRE SERVICE	1399285	04-40-601	.00	.00	V
07/26	07/16/2026	36811	2470	SANIPAC INC	Multiple	01-63-645	.00	792.91	
07/26	07/16/2026	36812	2620	STEPUP IT SERVICES LLC	13966	15-40-645	.00	55.35	
07/26	07/16/2026	36813	2645	SUMMIT SUPPLY CORP OF COLORAD	86074	01-63-645	.00	380.80	
07/26	07/16/2026	36814	2845	USA BLUE BOOK	1024114	02-40-673	.00	33.87	
07/26	07/16/2026	36815	2885	W C & L ENTERPRISES INC	44130	04-40-686	.00	1,843.75	
07/26	07/16/2026	36816	2950	WILDISH CONSTRUCTION COMPANY	7-JUN 26	12-80-801	.00	313,420.90	
07/26	07/17/2026	36817	465	CENTURYLINK	Multiple	02-40-626	.00	393.45	
07/26	07/17/2026	36818	465	CENTURYLINK	JUL26-3336564	03-40-626	.00	101.99	
07/26	07/17/2026	36819	475	CHARTER COMMUNICATIONS	Multiple	03-40-626	.00	510.71	
07/26	07/17/2026	36820	590	COMFORT FLOW HEATING COMPANY	389442125	01-40-602	.00	172.50	
07/26	07/17/2026	36821	995	FORREST PAINT COMPANY	206-74378-00	04-40-602	4.45	440.95	
07/26	07/17/2026	36822	1080	GOVERNMENT FINANCE OFFICERS A	300186341-202	01-40-630	.00	250.00	
07/26	07/17/2026	36823	1270	INTEGRATED ELECTRONIC SYSTEMS	Multiple	01-40-602	.00	195.00	
07/26	07/17/2026	36824	1830	NW NATURAL	Multiple	01-63-695	.00	266.08	
07/26	07/17/2026	36825	2445	RSINET	EIEXJ4PF-0002	15-40-687	.00	180.00	
07/26	07/17/2026	36826	2460	SAIF CORPORATION	1002304575	15-40-551	.00	1,681.69	
07/26	07/17/2026	36827	2620	STEPUP IT SERVICES LLC	13931	15-40-645	.00	3,806.99	
07/26	07/17/2026	36828	2925	WELLS FARGO FINANCIAL LEASING	5039249124	15-40-646	.00	334.00	
07/26	07/22/2026	36829	55	AIRGAS-NOR PAC INC	5525977157	02-40-665	.00	150.96	
07/26	07/22/2026	36830	260	BI-MART CORPORATION	844767500	01-63-661	.00	103.00	
07/26	07/22/2026	36831	605	COMPUTER FORMS INC	A0217366	15-40-620	.00	792.76	
07/26	07/22/2026	36832	877	ELITE TRUCK SCHOOL	10239	03-40-685	.00	5,985.00	
07/26	07/22/2026	36833	920	EPUD	Multiple	02-40-625	.00	10,239.08	
07/26	07/22/2026	36834	990	FORERUNNER	1648	01-59-680	.00	6,000.00	
07/26	07/22/2026	36835	1515	LEAGUE OF OREGON CITIES	2026-206218	01-40-695	.00	5,623.05	
07/26	07/22/2026	36836	1525	LEWIS, JODY	D306	15-40-602	.00	150.00	
07/26	07/22/2026	36837	1720	MONTOYA LAW	2601218	01-40-682	.00	990.00	
07/26	07/22/2026	36838	2140	PACIFIC POWER	Multiple	01-51-625	.00	697.26	
07/26	07/22/2026	36839	2340	QT PETROLEUM ON DEMAND	1010-SP2026	15-40-687	.00	2,475.00	
07/26	07/28/2026	36840	2950	WILDISH CONSTRUCTION COMPANY	9	12-80-801	.00	.00	V
07/26	07/22/2026	36841	2985	WIND ROSE EXCAVATION LLC	3A	19-80-801	.00	451,804.52	
07/26	07/23/2026	36842	460	CENTURY WEST ENGINEERING COR	252321	15-80-802	.00	28,142.50	
07/26	07/23/2026	36843	1450	LANE COUNTY DEPT OF FINANCE	91315	01-51-643	.00	813.15	
07/26	07/23/2026	36844	1535	LOCAL GOVERNMENT LAW GROUP	74220	02-40-682	.00	3,312.50	
07/26	07/23/2026	36845	1720	MONTOYA LAW	2601218-26	01-40-682	.00	1,275.00	
07/26	07/23/2026	36846	1825	NV5 INC	522038	15-80-802	.00	7,366.45	
07/26	07/23/2026	36847	1955	OREGON DEPT OF REVENUE	39945	01-51-643	.00	399.45	
07/26	07/23/2026	36848	1975	OREGON EMPLOYMENT DEPARTMEN	L0018788976	04-40-555	.00	8,198.26	
07/26	07/23/2026	36849	2930	WEST YOST & ASSOCIATES	2068383	20-80-801	.00	820.44	
07/26	07/23/2026	36850	2935	WESTECH ENGINEERING INC	Multiple	20-80-801	.00	22,275.27	
07/26	07/29/2026	36851	135	ANALYTICAL LABORATORY GROUP	Multiple	03-40-670	61.20	550.80	
07/26	07/29/2026	36852	200	BAKER SHOE'S AND CLOTHING	3315	02-40-685	.00	200.00	
07/26	07/29/2026	36853	405	CASCADE COLUMBIA DISTRIBUTION	958447	02-40-665	.00	2,400.00	
07/26	07/29/2026	36854	515	CITI CARDS	Multiple	04-40-602	.00	4,212.59	
07/26	07/29/2026	36855	520	CITY COUNTY INSURANCE SERVICES	PO-CRW-12026	15-40-637	.00	140,079.76	
07/26	07/29/2026	36856	530	CITY OF CRESWELL	Multiple	01-40-638	.00	365.21	
07/26	07/29/2026	36857	645	COSTILLA, ALONZO	JUL 26	01-40-632	.00	175.00	
07/26	07/29/2026	36858	840	DUKES, ALAN D	JUL26	01-40-632	.00	150.00	
07/26	07/29/2026	36859	1110	H D FOWLER COMPANY	Multiple	02-40-650	.00	4,644.16	
07/26	07/29/2026	36860	1190	HOLT, STACI	JUL 26	01-40-632	.00	150.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount
07/26	07/29/2026	36861	1320	JBL SIGNS	3186	01-63-645	.00	30.00
07/26	07/29/2026	36862	1355	KENT,CLARK A	JUL 26	01-40-632	.00	150.00
07/26	07/29/2026	36863	1410	KREMER, MARK	JUL 26	01-40-632	.00	150.00
07/26	07/29/2026	36864	1485	LANE ELECTRIC COOPERATIVE INC	JUL26-3276900	03-40-625	.00	116.15
07/26	07/29/2026	36865	1725	MORRIS, JOAN	JUL 26	01-40-632	.00	150.00
07/26	07/29/2026	36866	1760	NATIONAL BUSINESS SOLUTIONS	Multiple	01-40-620	.00	601.79
07/26	07/29/2026	36867	2060	ORKIN	299458498	01-63-690	.00	80.42
07/26	07/29/2026	36868	2140	PACIFIC POWER	JUL26-2214590	01-51-625	.00	58.68
07/26	07/29/2026	36869	2530	SMITH, NICHOLAS A	JUL 26	01-40-632	.00	225.00
07/26	07/29/2026	36870	2720	TMG SERVICES INC	55435-IN	02-40-673	.00	1,521.77
07/26	07/29/2026	36871	2845	USA BLUE BOOK	INV01092740	02-40-673	.00	407.55
07/26	07/29/2026	36872	2860	VERIZON	6148328312	03-40-626	.00	59.71
07/26	07/29/2026	36873	2985	WIND ROSE EXCAVATION LLC	2842.4050-0-01	19-80-801	.00	12,692.24
07/26	07/29/2026	36874	2993	WREN ENTERTAINMENT	JUL18	01-63-680	.00	75.00
Grand Totals:							247.05	1,161,973.29

Report Criteria:
Report type: Summary

Check Number	Check Issue Date	Payee	Amount	Check Printed	Void
3664	07/01/2026	US POSTAL SERVICE	215.28	Yes	No
3665	07/13/2026	CLEVELAND, WILLIAM	97.13	Yes	Yes
3665	07/13/2026	CLEVELAND, WILLIAM	-97.13	Yes	Yes
3666	07/13/2026	SHELTON, JAMES	78.87	Yes	No
3667	07/13/2026	SIERRA BUILDERS	125.85	Yes	No
3668	07/13/2026	BUTLER, THOMA	34.19	Yes	No
3669	07/13/2026	DE LA ROSA, AUBREY	80.91	Yes	No
3670	07/13/2026	EDWARD ROBERTSON	29.36	Yes	No
3671	07/14/2026	PAUL & JAZZMYN CARTER	160.00	Yes	No
3672	07/20/2026	MICHAEL ANDERSON	1,064.37	Yes	No
3673	07/22/2026	ROSALES, KYISHA	121.07	Yes	No
3674	07/30/2026	R&R PROPERTIES	70.29	Yes	No
3675	07/31/2026	US POSTAL SERVICE	1,193.92	Yes	No
Grand Totals:			3,174.11		
			13		

	January	February	March	April	May	June	July	August	September	October	November	December
Speed	7	5	2	4	4	1	4					
Traffic Control Device	1	2	2	2	5	5	6					
Distracted Driving	2	4	1	5	0	6	4					
Equipment	2	7	8	7	4	5	9					
License Restrictions	10	10	11	8	7	10	10					
Insurance Violations	8	8	9	7	9	11	8					
Miscellaneous Violations	3	4	7	2	4	5	6					



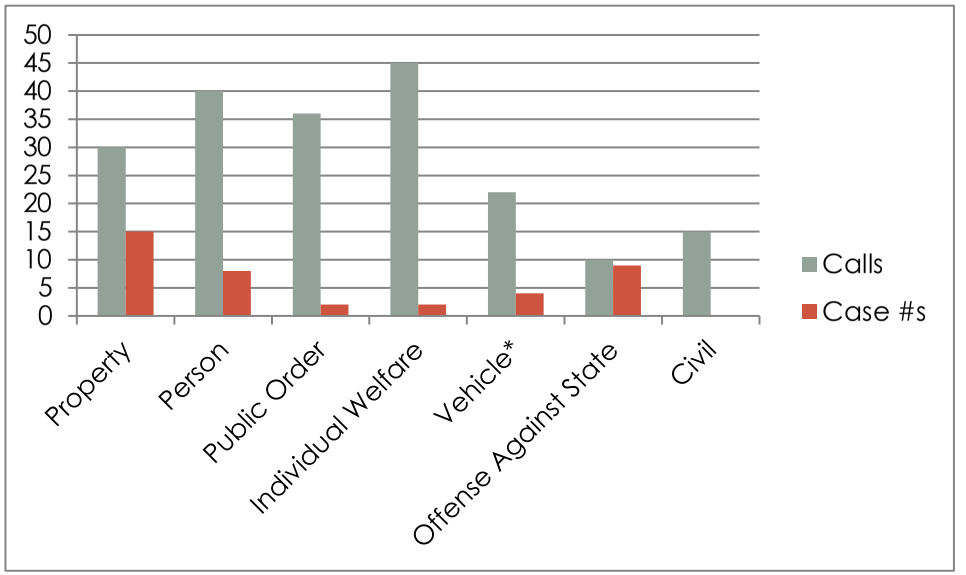
NOTE: This data only includes violations cited into Creswell Municipal Court. This does not include violations cited into Circuit Court or verbal warnings.

City of Creswell Monthly Police Activity- July 2026

Prepared by Sgt. Alex Speldrich, LCSO

Calls for Service by Incident Types:

Incident Type	Calls	Case #s
Property	30	15
Person	40	8
Public Order	36	2
Individual Welfare	45	2
Vehicle*	22	4
Offense Against State	10	9
Civil	15	0
Total	198	40
Measure 11	1	1
Self-Initiated Activity	206	12



Property (Burglary, Thefts, Criminal Mischief, Trespass, Found Property, UUV, UEMV)
Person (Assaults, Menacing, Harassment, Viol. Restraining Order)
Public Order (Disorderly Subjects, Suspicious Vehicles/Persons, Animal Calls, Citizen Initiated Contacts)
Individual Welfare (Welfare Checks, Missing Persons, Overdose, Suicidal Subjects)
Vehicle (DUII, DWS, Illegal Parking/Vehicles, Traffic Hazard, Crash)
Offense Against State (Drug, Warrants)
Civil (Civil Service, Eviction Process, Gov't Administration)
Measure 11 (Murder, Manslaughter 1&2, Agg. Veh. Homicide, Assault 1&2, Kidnap 1&2, Rape 1&2, Sodomy 1&2, Unlawful Sex

Aggregate Calls Month/Year	Total
Jan-26	**151**
Feb-26	**170**
Mar-26	**215**
Apr-26	**183**
May -26	**192**
June -26	**186**
July-26	**198**
Aug-26	
Sept-26	
Oct-26	
Nov-26	
Dec-26	

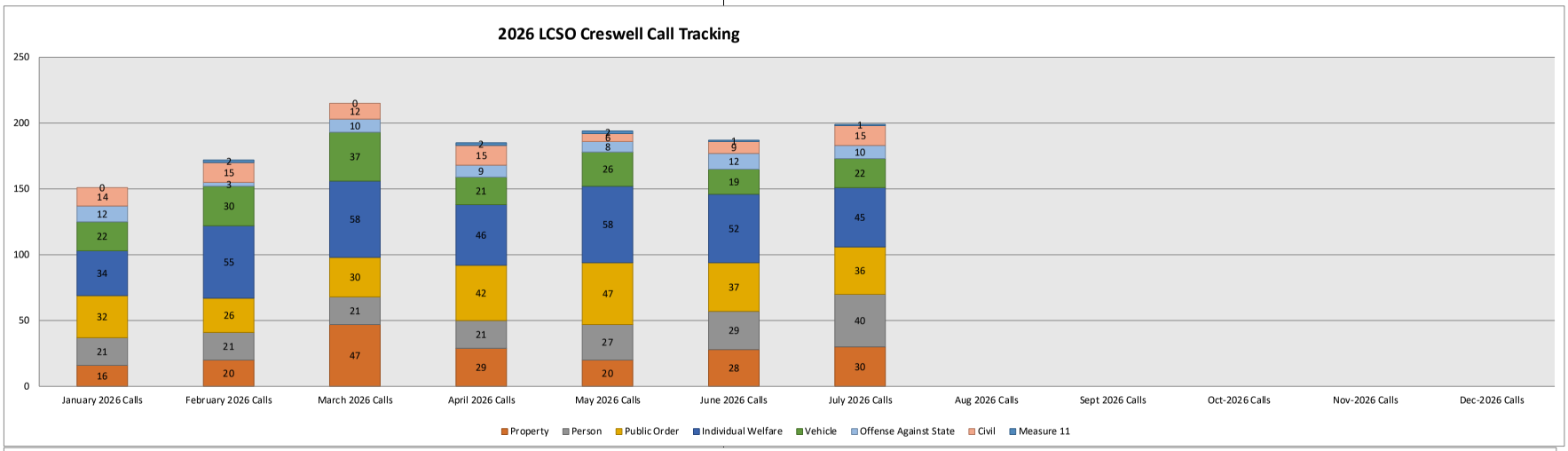
Measure 11 is not included in total of calls or case numbers

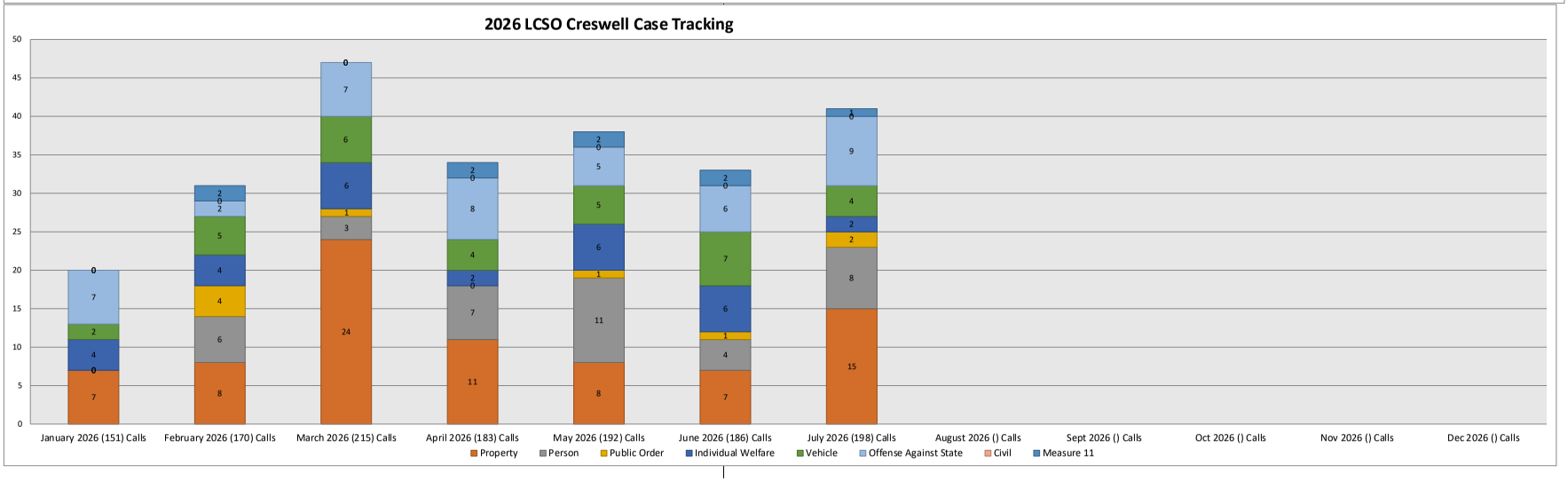
Calls Month/Year	Property	Person	Public Order	Individual Welfare	Vehicle	Offense Against State	Civil	Measure 11
January 2026 Calls	16	21	32	34	22	12	14	0
February 2026 Calls	20	21	26	55	30	3	15	2
March 2026 Calls	47	21	30	58	37	10	12	0
April 2026 Calls	29	21	42	46	21	9	15	2
May 2026 Calls	20	27	47	58	26	8	6	2
June 2026 Calls	28	29	37	52	19	12	9	1
July 2026 Calls	30	40	36	45	22	10	15	1
Aug 2026 Calls								
Sept 2026 Calls								
Oct-2026 Calls								
Nov-2026 Calls								
Dec-2026 Calls								

Measure 11 is not included in total of calls or case numbers

Cases Month/Year	Property	Person	Public Order	Individual Welfare	Vehicle	Offense Against State	Civil	Measure 11	Total
January 2026 (151) Calls	7	0	0	4	2	7	0	0	20
February 2026 (170) Calls	8	6	4	4	5	2	0	2	29
March 2026 (215) Calls	24	3	1	6	6	7	0	0	47
April 2026 (183) Calls	11	7	0	2	4	8	0	2	32
May 2026 (192) Calls	8	11	1	6	5	5	0	2	36
June 2026 (186) Calls	7	4	1	6	7	6	0	2	31
July 2026 (198) Calls	15	8	2	2	4	9	0	1	40
August 2026 () Calls									
Sept 2026 () Calls									
Oct 2026 () Calls									
Nov 2026 () Calls									
Dec 2026 () Calls									

Measure 11 is not included in total of calls or case numbers





LOCAL
GOVERNMENT
LAW GROUP
An Oregon Professional Corporation

Carolyn H. Connelly
Ross M. Williamson*
Mark A. Wolf
Diana Moffat
Lori Cooper
Truman Stone
Armand Resto-Spotts
Neil F. Taylor
*Also Admitted in Washington

CITY ATTORNEY REPORT
CRESWELL CITY COUNCIL
(AUGUST 2026)

July work:

General

Ross worked with Caitlin on proposal to transition municipal court to a court of record.

Truman worked with Vincent and Pierre on a billboard regulation matter.

Ross worked with Caitlin on multiple public records matters.

Airport

Ross worked with Vincent on various ongoing airport matters.

Franchises

Armand worked with Jim on the CenturyLink franchise.

July work totaled approximately 16 hours of attorney time (through July 30).

Code Enforcement Report

07/01/2026 - 07/31/2026

Community Engagement / Field Questions & Warnings	
40	Engagement/Education
11	Warnings issued (Parking included)

Case #	Case Date	Violation Name	Closed On	Violation Status
		Open cases from previous Code Enforcement Report (s)		
424	12/31/2025	8.15.030 Public responsibilities. 8.05.040 Nuisances pub.health, 8.30.50 Prop maint. standards, 8.05.140 Junk		*Open*
431	1/12/2026	15.20.070 Prohibited signs		*Open*
468	3/17/2026	8.05.040 Nuisances affecting public health. 8.05.140 Junk		*Open*
478	4/3/2026	8.05.140 Junk	7/8/2026	Closed-Resolved
487	4/24/2026	8.30.50 Property Maintenance standards, 8.05.140 Junk		*Open*
531	6/9/2026	6.05.110 Dog licenses	7/27/2026	Closed-Resolved
531	6/9/2026	6.05.210 Continuous annoyance and barking dogs.	7/27/2026	Closed-Resolved
538	6/15/2026	8.05.080 Noxious Vegetation - B	7/9/2026	Closed-Resolved
537	6/15/2026	15.20.090 Temporary signs.	7/15/2026	Closed-Resolved
541	6/16/2026	8.05.080 Noxious Vegetation - B		*Open*
541	6/16/2026	15.20.090 Temporary signs.		*Open*
543	6/17/2026	15.20.090 Temporary signs.	7/7/2026	Closed-Resolved
546	6/22/2026	8.05.080 Noxious Vegetation - B		*Open*
548	6/24/2026	8.05.080 Noxious Vegetation - B		*Open*
552	6/25/2026	6.05.200 Dogs at large prohibited.		*Open*
552	6/25/2026	6.05.110 Dog licenses		*Open*
553	6/29/2026	9.25.160 Sound reproduction devices.	7/6/2026	Closed-Resolved
		New cases for July		
556	7/2/2026	8.05.080 Noxious Vegetation - B		Closed-Resolved
557	7/2/2026	8.05.080 Noxious Vegetation - B		Closed-Resolved
558	7/6/2026	6.05.200 Dogs at large prohibited.		Closed-No violation
559	7/6/2026	10.10.050 Damaging sidewalks and curbs		Closed-No violation
559	7/6/2026	10.15.030 Prohibited parking		Closed-No violation
560	7/6/2026	8.05.080 Noxious Vegetation - B		Closed-No violation

Case #	Case Date	New cases for July Cont.	Closed On	Violation Status
561	7/8/2026	6.05.200 Dogs at large prohibited.		*Open*
561	7/8/2026	6.05.110 Dog licenses		*Open*
562	7/9/2026	15.20.090 Temporary signs.		*Open*
563	7/15/2026	6.05.110 Dog licenses		*Open*
564	7/16/2026	8.05.090 Scattering Rubbish		Closed-Resolved
565	7/17/2026	8.05.090 Scattering Rubbish		Closed-No violation
566	7/28/2026	8.05.080 Noxious Vegetation - B		Closed-Resolved
567	7/28/2026	8.15.030 Public responsibilities.		Pending
568	7/28/2026	15.20.090 Temporary signs.		*Open*
569	7/28/2026	8.05.050 Creating a hazard	7/31/2026	Closed-Resolved
570	7/28/2026	Pending investigation		Pending
571	7/29/2026	15.20.090 Temporary signs.		*Open*
572	7/31/2026	15.20.070 Prohibited signs		*Open*

New: 19

Resolved Municipal Violations

1. Case # 564 (8.05.090 Scattering rubbish) Closed 7/27/26



Looking North



Looking North

---

2. Case # 557 (8.05.080 Noxious Vegetation) Closed 7/28/26



Looking North

NO PICTURE
WAS ABLE TO BE OBTAINED

Outstanding Municipal Violations

1. Case 569 (8.05.050 Creating a hazard)



Looking Northwest

---

2. Case 548 (8.05.080 Noxious Vegetation)



Looking North



Looking East

PERMITS ISSUED SUMMARY

Report parameters:

Date start from 7/1/2026 to 7/31/2026

Minimum valuation is $0.00

Record type	Permits issued	Fees paid	Job value
Residential 1 & 2 Fam Dwelling (New Only)	2	$27,802.93	$474,434.37
Commercial Plumbing	2	$886.86	$0.00
Commercial Alarm or Suppression Systems	2	$1,190.25	$29,770.00
Residential Mechanical	10	$975.78	$73,748.50
Commercial Mechanical	1	$17,650.58	$474,822.00
Commercial Structural	1	$883.53	$35,000.00
Residential Plumbing	1	$95.94	$150.00
Commercial Electrical	3	$224.64	$93,304.00
Residential Electrical	4	$418.86	$10,100.00

Overall summary

Total	**26**	**$50,129.37**	**$1,191,328.87**

Council Action Items
Agenda Item No. 6

CRESWELL CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item Number and Title:	**Item 6 A (MOTION) – Transportation and Growth Management Grant Support**
Date:	**August 10th, 2026**
Staff Contact:	Fabian Gomez Hernandez, Planning Technician

AGENDA ITEM SUMMARY

The City of Creswell is interested in a grant to create a master plan for the properties South of East Oregon Avenue. The master planning process will find ways to enhance and improve the site area from a land use and transportation planning viewpoint.

BACKGROUND

The Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) are working in tandem to administer the Transportation and Growth Management grant. The grant supports community efforts to expand transportation choices by linking land use and transportation planning. The grant will cover payment for a planning project that will create a master plan for the project area. This study would provide the city with a plan on how to enhance the look and feel of the site area by creating an Existing Conditions Analysis, Site Land Use Examination, and Roadway Connectivity Analysis. Along with other site related documents.

FINANCIAL CONSIDERATIONS:

The grant is required to match at 11.5%. The entire project is budgeted at $200,000 and the City will match $22,891 from the General Fund.

COUNCIL GOAL:

Economic Opportunities Analysis

PROCEDURAL CONSIDERATIONS:

1. The Mayor will request a staff presentation.
2. Following the presentation, the Mayor will request a motion.

STAFF RECOMMENDATION:

Support the authorization of the grant submittal.

SUGGESTED MOTION

I MOVE THAT THE CITY COUNCIL PASS RESOLUTION 2026-20, A RESOLUTION TO AUTHORIZE A MASTER PLAN APPLICATION FOR THE TRANSPORTATION AND GROWTH MANAGEMENT GRANT.

ATTACHMENT(S)

Exhibit A: Resolution 2026-20
Exbibit B: Updated Memo
Exbibit C: Letter of Support

RESOLUTION 2026-20

A RESOLUTION AUTHORIZING AN APPLICATION FOR THE OREGON TRANSPORTATION AND GROWTH MANAGEMENT (TGM) GRANT

WHEREAS, the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) is accepting applications for the Oregon Transportation and Growth Management (TGM) Grant; and

WHEREAS, the City of Creswell desires to participate in this grant program to the greatest extent possible as a means of providing needed transportation improvements and enhancements; and

WHEREAS, the City Council have identified in the Transportation Systems Plan Roadway Projects though the Site as high priority; and

WHEREAS, the project includes, but not limited to, Existing Conditions Analysis, Site Land Use Examination, and Roadway Connectivity Analysis; and

WHEREAS, the City of Creswell has available local matching funds to fulfill its share of obligations related to this grant application should the grant be funded; and

WHEREAS, the City of Creswell will provide adequate funding for implementation should the grant funds be awarded; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Creswell demonstrates its support for the submittal of a grant application and the signage of the letter of support to DLCD and ODOT to create a Master Plan for the proposed site.

PASSED BY THE CRESWELL CITY COUNCIL AND EXECUTED BY THE MAYOR ON THIS 10TH DAY OF AUGUST 2026.

CITY OF CRESWELL, OREGON

_____
Nicholas Smith, Mayor

ATTEST:

_____
Caitlin Born, City Recorder

2026 Transportation Growth Management Grant Application

To: Vincent Martorello, City Manager

From: Fabian Gomez Hernandez, Planning Technician

Re: 2026 Transportation Growth Management Grant Application

Date: July 31st, 2026

City staff are interested in submitting a Transportation and Growth Management (TGM) Grant for funding to assist with a Creswell transportation and land use study beginning at the intersection of Oregon Ave and south bound exit ramp from I-5 south towards the proposed Mazama Boulevard and continuing southward to the industrial zoned properties. The study area will also include from the I-5 and Oregon Ave intersection to the west and terminate at the intersection of South Mill Street. A requirement for the grant submission is a letter of support from City Council.

The land use aspect of the study will include the industrial zoned properties, including Bald Knob, this land area has been vacant for nearly 20 years and can provide the city with an increase in property taxes.

The study will allow us to review how the transportation improvement supports land use development along Mazama Boulevard. This Master Plan process will determine the highest and best use for the property. Staff will coordinate the work with the property owners and any other interested parties.

The gateway component of the Master plan will focus on project planning for new landscaping, improved entryway signage, as well as a point of arrival concept plan for the gateway. The goal is to make visual enhancements to the entryway. Currently as the entryway stands there are minimal visual amenities at the gateway intersection. The anticipated deliverable for this component is, potential landscaping improvement areas, improved entryway signage alternatives, and any other enhancement items appropriate for the intersection that create an enhanced welcoming environment.

Grant Background

The Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT) Work in tandem to administer the TGM. The grant supports community efforts to expand transportation choices by linking land use and transportation planning. The grant covers payment for planning projects that create an actionable site plan for the project area. This study would provide the city with a plan on how to enhance the look and feel of the site area by planning future improvements to the off ramp. As well as planning future improvements to the industrial zone South of Oregon Avenue.

The grant does require a match of 11.5%. The entire project is $200,000 for the transportation planning meaning that the city's match amount is $22,891. A budget amendment will be required.

Site Area

The site area included the aforementioned intersections and the properties known as Bald Knob. The grant will be used to contract a consultant to begin the process of analyzing the study area. The planning process would lead to a plan that would be a guide on how aid in the efficient development of the land.

Required Items

The grant requires a local official letter of support from the governing body that demonstrates support for the project.

Bald Knob Gateway Study Area



Site Area is approximately 73 Acres.

To:

Virginia Elandt
TGM Program Coordinator
Oregon Department of Transportation

The Creswell City Council is writing in strong support of staff's effort to apply for a Master Plan for South Oregon Avenue. The site is currently mostly vacant and creates an opportunity to further develop the city which could provide additional commercial, industrial, or housing opportunities. A master plan is essential to ensure the Site can efficiently serve Creswell's growing and evolving recreation needs while also ensuring the environmental health of the site.

The creation of a Master Plan will allow the City to most efficiently aid in the development of the Site. The plan will establish a long-term vision for the Site, provide direction for future development, and enhance potential job opportunities for all residents. Equally important, the master plan will also prioritize critical improvement within the Southbound Gateway entrance of the city and help support long term landscaping and signage needs. These improvements will create a more welcoming environment for the city and for the community.

The combination of enhanced amenities, meaningful land use recommendations, and a site specific outline will make this planning effort especially valuable for Creswell. Site has tremendous potential to become a great community asset, and this master plan will provide the framework needed to guide thoughtful investment and stewardship for years to come.

City Council strongly support the City of Creswell's Site Master Plan effort and appreciate the commitment to creating strengthened planning efforts and opportunities to benefit the entire community.

_____ _____

Nicholas Smith, Mayor Date

CRESWELL CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item Number and Title:	**Item 6 B - (MOTION) – Authorizing the City Manager to Sign A Grant Agreement for $30,000 from the Regional Fiber Consortium and Enter Into A Memorandum of Understanding with Douglas Fast Net Regarding Fiber Optic Network Construction and Operation**
Date:	**August 10, 2026**
Staff Contact:	**Jim Piper, Finance Director**

AGENDA ITEM SUMMARY
This agenda item will authorize the City Manager to enter into a grant agreement with the Regional Fiber Consortium (RFC) for $30,000 and to enter into a memorandum of understanding with Douglas Fast Net (DFN) regarding fiber optic network construction and operation.

BACKGROUND

The City of Creswell received a grant award letter in July from the RFC, an ORS 190 Local Government. The grant is $30,000 for the installation of fiber optic cable to the Airport and surrounding area. The RFC also requires an MOU with DFN with regards to construction and the operation of the installed cable. DFN will take ownership and the ongoing maintenance cost of the fiber optic cable as soon as the work is completed. DFN will also provide service to the Airport and the surrounding area homes and businesses.

The internet for the area is currently provided by Charter Communications using coaxial cable. Coaxial cable internet degrades over long distances due to signal attenuation. This drop is significant over distances past 100 to 150 meters due to the resistance in the copper conductor. The coaxial cable to the Airport is well over 150 meters, as it comes from the southern end of Garden Lake Park. The coaxial cable internet at the Airport is almost unusable at speeds that are too slow for today's cloud computing.

This project to bring faster internet with fiber optic capabilities will not only benefit the City's needs of operating the staff offices at the FBO but will add to the economic possibilities for all businesses at or around the Airport. This is a critical economic development project for the City of Creswell that could lead to future development.

The grant contract and MOU were drafted using an example from a similar project in the City of Coburg.

Financial Considerations:
The General Fund will receive $30,000 in grant revenues and expend the funds in the Planning and Land Use department as an economic development project.

Council Goal:

City of Creswell Five-Year Strategic Plan 2022-2027
Guiding Principles – Fiscal Stability

Staff Recommendation:

Staff recommends authorizing the City Manager to sign the grant agreement for $30,000 from Regional Fiber Consortium and enter into a Memorandum of Understanding with Douglas Fast Net regarding fiber optic network construction and operation.

SUGGESTED MOTION

I MOVE THAT THE CITY COUNCIL AUTHORIZE THE CITY MANAGER TO SIGN A GRANT AGREEMENT FOR $30,000 FROM THE REGIONAL FIBER CONSORTIUM AND ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH DOUGLAS FAST NET REGARDING FIBER OPTIC NETWORK CONSTRUCTION AND OPERATION

ATTACHMENT(S)

RFC Grant Award Letter
MOU between City of Creswell and Douglas Services, Inc Regarding Fiber Optic Network Construction and Operation

REGIONAL FIBER CONSORTIUM

Better Telecommunications Services for Rural Oregon

****RFC Grant Notification****

Jim Piper
Finance Director
City of Creswell
PO Box 276
Creswell, Oregon 97426

Dear Mr. Piper,

I am pleased to inform you that the Regional Riber Consortium Grant Committee is prepared to make an award of funding for the requested amount of $30,000, under the RFC's Grant Program. The purpose of this letter is to inform you of the status of your application and to provide you with additional information regarding the next steps.

As RFC staff, I will be working with you to finalize the details of the award, including completing a necessary grant agreement between LCOG and City of Creswell, as well as a companion agreement between City of Creswell and the proposed vendor, DFN.

Attached to this letter, you will find a draft grant agreement between Creswell and RFC. Key questions to consider include:

- *Who will ultimately own the installed infrastructure. RFC is open to models proposed by Creswell and/or DFN. It is important that there be a clear understanding for how maintenance and emergency repairs will be addressed. DFN will be helpful in this conversation.*
- *It is also important that guarantees be incorporated into the agreement that ensure long-term benefit to the City of Creswell in return for the RFC's investment.*

Congratulations and we look forward to working with you.

Sincerely,



Jacob Callister
Regional Fiber Consortium Staff

cc:
Mathew Michel, Regional Fiber Consortium Chair
Adam Hanks, Regional Fiber Consortium Vice-Chair

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CRESWELL AND DOUGLAS SERVICES, INC. REGARDING FIBER OPTIC NETWORK CONSTRUCTION AND OPERATION

This Memorandum of Understanding ("MOU") is entered into on _____ ("Effective Date") by and between the City of Creswell ("the City"), an incorporated city in Lane County, Oregon and Douglas Services, Inc., also known as Douglas Fast Net ("DFN"), an Oregon corporation with its principal offices located at 2350 NW Aviation Drive, Roseburg, Oregon 97470.

WHEREAS, the City is contracting a grant related to fiber installation and internet services to the Creswell Municipal Airport; and

WHEREAS, DFN is a broadband service provider who wishes to bring advanced telecommunications to rural areas, including highspeed broadband connectivity through the use of fiber internet; and to provide the service to the Creswell Municipal Airport ("the Airport") which will also allow for services to a greater surrounding area by providing an extension of service near the Airport; and

WHEREAS, the City and DFN wish to work together to promote their mutual interests; and

WHEREAS, City desires to obtain fiber internet from DFN for the purpose of serving the Airport, and DFN desires to use certain City resources to provide this service.

NOW THEREFORE in consideration of the mutual covenants and agreements set forth herein, and for other good and valuable consideration, the City and DFN agree as follows:

1. Construction:

a) Except for laterals connecting specific locations or businesses, all fiber installed shall be at least 48 strands. Fiber shall be installed in a workmanlike manner in accordance with industry practices and federal, state and local regulations, if any and utility requirements. Fiber shall be installed with sufficient slack loops to allow subsequent expansion of the connections to additional locations. Installation shall include splices and laterals at least for the identified primary locations which are connected.

b) Fiber Optic cable shall start at the DFN connection point or other connection point as agreed by both parties. A final map of the proposed fiber installation is attached as Exhibit A to this agreement.

c) Consortium grant funds shall be used to install laterals and the necessary equipment to establish services at the Airport, and to establish pass through to other locations.

d) DFN shall connect Creswell City Hall and the Creswell Municipal Airport. DFN shall use the Consortium grant to install any necessary laterals and the necessary equipment to establish service at the level desired prior to using Consortium funds to pass other locations.

2. Service:

a) Consortium granted funds to Creswell for the purposes of establishing connection to anchor institutions in Creswell, requires that ISP shall, as a part of the terms of the funding grant, use dark fiber, or other fiber optic connections to Creswell, to establish or upgrade

telecommunications services to Creswell, to a level sufficient to improve service to the community.

b) Where such actions are affordable to DFN and to the entity requesting connection, and consistent with DFN's current business practices, DFN shall connect and establish telecommunications services with any person, business or governmental entity that requests services and otherwise complies with ISP's established criteria for initiating services.

3. Assets and Access Management:

The City and DFN agree to negotiate in good faith, and in an expeditious manner, the terms and conditions of access and asset-management after execution of this MOU, Agreement. The terms and conditions in this amendment will include:

a. Repair, Maintenance, and Continuity. The parties agree that they will agree to terms regarding the regular maintenance of Assets, emergency maintenance of Assets, to what specifications Assets shall be maintained, how maintenance requests by either Party shall be made, and service interruptions resulting from relocations, condemnations, or force majeure events.

b. Required Relocation of the Facilities. The parties agree that they will agree to terms regarding the manner in which any required relocation of Assets shall be conducted, including the reimbursement of relocation fees.

c. Condemnation. The parties agree that they will agree to terms regarding condemnation proceedings that impact Assets.

4. Payment.

Grant funds from the Consortium will be used as reimbursement. Creswell's arrangement with the Regional Fiber Consortium is that Creswell shall pay all costs of the Project directly to DFN, then invoice the Consortium for reimbursement of those paid expenditures in accordance with the City's Grant Agreement with the Consortium.

5. Term and Termination:

Unless terminated prior to the expiration date in accordance with the terms and conditions of this MOU, the term of this MOU shall be for a period of six (6) months from the Effective Date.

6. Restrictions of Use:

a. The exchanged Assets will remain the sole and exclusive property of the exchanging party, and nothing contained herein will give or convey to the receiving party any property right, title or interest whatever in such Assets, which will at all times be and remain the exchanging party's personal property notwithstanding that it may be or become attached to or embedded in realty. The parties grant to each other the right to recover all components of the exchanged Assets upon expiration or earlier termination of this Agreement.

7. Proprietary Information:

a. The term "proprietary information" as used in this MOU means confidential information and/or data exchanged between the parties in oral, visual, written, printed, or electronic form during the course of their communications. The parties agree to protect each other's proprietary information. Proprietary information must be clearly marked as such in writing by the disclosing party within ten (10) days of such disclosure. The parties agree that any proprietary information will be used solely for the purposes outlined in this MOU and neither party will divulge such proprietary information to any person or other parties without prior written consent of the

disclosing party. The standard of care for protecting such information, imposed on the party receiving proprietary information, will be that degree of care the receiving party uses to prevent disclosure, publication or dissemination of its own proprietary information.

b. Proprietary information does not include information which: (1) is in the public domain at the time of disclosure or thereafter enters the public domain other than through a breach of this MOU; (2) is lawfully obtained from a third party under circumstances permitting the receiving party to use or disclose the information without restriction; (3) is independently developed by the receiving party; or (4) is required to be disclosed as a result of the Oregon Public Records Law, ORS 192.410 et seq., or by governmental or judicial action.

c. Upon termination or expiration of this MOU, unless prior to the termination or expiration the parties mutually sign and execute one or more definitive agreements regarding the transactions contemplated by this MOU, the receiving party shall return or destroy the other party's proprietary information.

8. Indemnification:

The City, including its elected and appointed officials, and DFN, including its officers, directors, employees, and any affiliates, agree to mutually indemnify and hold each other harmless from and against any and all claims, damages, losses, liabilities, and expenses (including reasonable attorneys' fees, incurred in connection with investigating or defending against such claims, damages, losses, or liabilities), related to or arising out of their activities hereunder. Notwithstanding the foregoing, neither party shall be liable for indemnification with respect to any loss, claim, damage, liability, or expense if, by a final judgment, such loss, claim, damage, liability, or expense primarily resulted from the other party's willful misconduct or gross negligence in performing its obligations hereunder.

9. Dispute Resolution:

The City and DFN shall attempt in good faith to resolve any controversy, claim, or dispute between them arising out of or relating to this MOU and the transactions contemplated hereby, by prompt negotiation between representatives who have authority to settle the dispute. If any dispute is not resolved by mutual agreement, the parties may, by mutual written consent, submit the dispute to non-binding mediation, in a forum and according to the procedures jointly agreed to by the parties. If non-binding mediation does not result in a resolution of the dispute, then the parties shall submit the dispute to binding arbitration in accordance with the rules and processes of the American Arbitration Association.

10. Assignment:

Neither the City nor DFN may assign this MOU or any part thereof or interest therein without the prior express written consent of the other party.

11. Governing Law:

The interpretation and enforcement of this MOU shall be governed by the laws and regulations of the State of Oregon applicable to agreements made to be performed entirely within that state.

12. Change in Law:

In the event there is a change in a federal or state statute or regulation applicable to this MOU, either party may notify the other party in writing of its desire to amend this MOU in order to comply with the change in statute or regulation. The City and DFN may by written request amend this MOU to comply with such change in statute or regulation provided that such amendment is approved by both parties.

13. Amendment:

This MOU may be amended only by a written amendment that is signed by the authorized representatives of both parties.

14. Severability:

Should any provision or sections of this MOU be determined to be void, invalid, or otherwise unenforceable by any court of competent jurisdiction, that determination shall not affect the remaining provisions or sections of this MOU, which shall remain in full force and effect.

IN WITNESS WHEREOF, this MOU shall inure to the benefit of and be binding upon the parties and their respective permitted successors and assigns.

DOUGLAS SERVICES INC.

Name: _____

Title: _____

Date: _____

CITY OF CRESWELL, OREGON

Name: _____

Title: _____

Date: _____

CRESWELL CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item Number and Title:	**Item 6 C (MOTION) – Authorize City Manager to add two additional phases to the Creswell Butte Transmission Main project**
Date:	August 10, 2026
Staff Contact:	Cliff Bellew / Public Works Director Vincent Martorello / City Manager

AGENDA ITEM SUMMARY
This item is to receive Council authorization for the City Manager to add two additional phases to the Creswell Butte Water Transmission Main project. These additional phases include Alternate A: Replacing reservoir piping, valving and vault at the reservoir site. Alternate C: Continuing 12" PVC. piping down south 5th street relacing the old original 8" asbestos transmission water main to Oregon Ave.

BACKGROUND
At the April 13, 2026, City Council meeting the City Council authorized the City Manager to enter into a contract with Wind Rose Excavation for construction of the Creswell Butte Transmission Main in the amount of $1,417,394.83 with a $200,000.00 contingency.
This present request for spending authority is to authorize the City manager to add two additional phases (A & C) to the contract with alternate (C) Reservoir piping costing $177,628.96 and alternate (A) 5th St. piping costing $194,613.00 for a total of $372,241.96
FEMA has awarded the City $557,010.00 more in grant funds for this project bringing the grant funding to $1,485,360.00

FINANCIAL CONSIDERATIONS:
The original funds for the Creswell Butte Transmission main installation were provided by a $928,350.00 obligation one, FEMA Hazard Mitigation Program Grant (HMPG) with the remaining total to be funded by water capitol reserve funds in the amount of $489,044.83. FEMA notified the city that obligation two is being awarded to the city in the amount of $557,010.00 for a total of $1,485,360.00. With the two additional phases added the total cost of the project would be $1,789,636.79 with the additional grant funding, the water capitol reserve fund would only fund $304,276.79 with this scenario, with a recommended contingency of ($200,000.00) to address unknown conditions or issues that may arise during construction for a total budget of $1,989,636.79

COUNCIL GOAL: 4.1 – Ensure that safe, quality water, sewer, and transportation service is available to meet the current and future needs of the community.

STAFF RECOMMENDATION:
Staff recommends the City Council authorize City Manager Vincent Martorello to enter into a contract with Wind Rose Excavation for the installation of added alternatives (C) Reservoir piping and (A) 5th St. piping.

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SUGGESTED MOTION
I MOVE THAT THE CITY COUNCIL APPROVE CITY MANAGER, VINCENT MARTORELLO TO ENTER INTO A CONTRACT WITH WIND ROSE EXCAVATION FOR CONSTRUCTION OF THE CRESWELL BUTTE TRANSMISSION MAIN ADDITIONAL TWO PHASES (A&C) FOR THE AMOUNT OF $372,241.96 ADDED TO THE ORIGINAL BASE BID OF $1,417,394.83 WITH A CONTENGENCY BUDGET OF $200,000.00 FOR A TOTAL BUDGET OF $1,989,636.79

ATTACHMENT(S)
Wind Rose Change Orders for Phases A & C.

CONTRACT CHANGE ORDER

PROJECT NO.	**2842.4050.0**
CHANGE ORDER #	**02 draft**
STATE	**Oregon**
COUNTY	**Lane**

Date:	**August 3, 2026**
Contract For:	**Creswell Butte Transmission Main**
Owner:	**City of Creswell, Oregon**
Issued To:	**Wind Rose Excavation LLC**

This Change Order covers changes to the subject contract noted above. The Contractor shall construct, furnish equipment and materials and perform all work necessary or required to complete the Change Order items summarized herein, for the price and scope agreed upon.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No.	Description of Changes	DECREASE (-) in Contract Price	INCREASE (+) in Contract Price
1.	Add the scope for Additive Alternate A, Reservoir Site Valve Vault and Piping, to the project. Additional contract time requested and granted, forty-five (45) days.	-	$176,086.76
2.	Add the scope for Additive Alternate C, Water Line W5 (5th Street), to the project. Additional contract time requested and granted, twenty-one (21) days.	-	$189,113.00
3.	Additional Mobilization Costs for Pavers and Saw-Cutters. Additional contract time requested and granted, None (00) days.	-	$3,025.00
4.	Additional Material Costs for Parts for Additive Alternate A. Additional contract time requested and granted, None (00) days.	-	$2,475.00
5.	Additional Material Costs for Parts for Additive Alternate C. Additional contract time requested and granted, None (00) days.	-	$1,542.20
	Total Items = 01 Total Days Added = None (00)		
	TOTALS	**$ 0.00**	**$372,241.96**
	NET CHANGE IN CONTRACT PRICE	**$___**	**$372,241.96**

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Item	Justification
1.	Additive Alternate A was not awarded when the Base Bid was awarded because only Part 1 of the FEMA Grant funding had been awarded to the City of Creswell at that time and Part 1 of the FEMA Grant was insufficient to pay for both the Base Bid and any of the Alternates. Part 2 of the FEMA Grant was recently awarded to the City providing additional funding which is sufficient to allow Additive Alternate A to be awarded at this time. The additional time is required because the work on the Base Bid portion of the project is nearly complete and upon award of Additive Alternate A by the City, the contractor must order the materials for this portion of the project and the vault and hatches have a significant lead time for delivery (7-9 weeks for the vault lid and hatches). Due to piping material ordering and delivery and other scheduled work, Reservoir Site Valve Vault and Piping work is expected to begin on or about September 8, 2026. The work at the reservoir site which involves significant excavation for piping removal and installation is being prioritized over the work on 5th Street to allow the reservoir site work to be completed as early as possible to limit the impact of the rainy season on the reservoir site work.

Item	Justification
2.	Additive Alternate C is being awarded at this time for the same reason discussed above for Additive Alternate A. The additional time is required because the work on Additive Alternate C is being schedule with a lower priority than Additive Alternate A for the reasons explained above. The additional time requested is that which is needed in combination with the time for Additive Alternate A to allow for a reasonable schedule to complete both portions of the added work.
3.	The costs for sawcutting and paving in the original bid assumed that the sawcutting and paving for the Additive Alternates would occur at the same time as the sawcutting and paving for the Base Bid. With the delay in the award for the Additive Alternates the sawcutting and paving crews require a separate mobilization which incurs additional cost.
4.	The material costs (pipe, fittings, valves, fire hydrants, etc.) for Additive Alternate A included in the bid pricing assumed that the materials would be ordered and delivered at the same time as the materials for the Base Bid. The delay in awarding Additive Alternate A has resulted in inflation related cost increases for those materials. The added cost for this item is to cover those inflation related material cost increases.
5.	The material costs (pipe, fittings, valves, fire hydrants, etc.) for Additive Alternate C included in the bid pricing assumed that the materials would be ordered and delivered at the same time as the materials for the Base Bid. The delay in awarding Additive Alternate C has resulted in inflation related cost increases for those materials. The added cost for this item is to cover those inflation related material cost increases.
	Total Items = 01

FINANCIAL INFORMATION (CHANGE IN CONTRACT PRICE)

(1) Amount of this Change Order:	**$372,241.96**
(2) Amount of Prior Change Orders:	**$12,692.24**
(3) Amount of Original Contract:	**$1,417,394.83**
(4) Adjusted Contract Amount (1+2+3):	**$1,802,329.03**

CHANGE IN CONTRACT TIME

Original Contract Time (days) to Substantial Completion **120** (Construction Start = May 19,2026)	Net Change under Previous Change Orders (days) **0**
Time Extension/Reduction this Change Order (days) **66**	Contract Time with All Approved Change Orders (days) **66**
Original Contract Substantial Completion Date **September 15, 2026**	Adjusted Contract Substantial Completion Date **November 20, 2026**

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ACCEPTANCE AND ENDORSEMENTS

Accepted: We, the undersigned, have given careful consideration to the change proposed, and hereby agree; if this proposal is approved, that we will provide all equipment, furnish all materials, except as may be otherwise noted above, and perform all services necessary for the work specified, and will accept as full payment therefor the fees and prices shown above. Adjustment to Contract Price and Contract Time listed include full and complete compensation for all changed work, and all costs or expenses, extended overhead and impact costs resulting from this Change Order. **Contractor Signature:** _____ **Printed Name:** Nathan Daily **Title:** Managing Member **Date:** _____	***Recommended:*** ***Date:*** _____ _____ Raymond C. Engel, P.E. Westech Engineering, Inc. ***Approved:*** ***Date:*** _____ _____ Cliff Bellew, Public Works Director City of Creswell *(Owner)*

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Location: City of Creswell, Oregon
Project: 2025 Butte Waterlines Improvements
Job Number: 2842.4050.0
Date: February 24, 2026

Bid Results Information

Wind Rose

Item No.	Description	Estimated Quantity	Unit	Unit Price	Total Price
	Additive Alternate A				
A	**Reservoir Site Valve Vault and Piping**				
A1.	Mobilization, Bonds, Permits and Insurance, etc.	ALL	L.S.	Lump Sum	$7,500.00
A2.	Temporary Traffic Control, Complete	ALL	L.S.	Lump Sum	$1,000.00
A3.	Erosion Control, Complete	ALL	L.S.	Lump Sum	$1,000.00
A4.	Construction Staking, Complete	ALL	L.S.	Lump Sum	$2,000.00
A5.	Acceptance Testing, Complete	ALL	L.S.	Lump Sum	$5,000.00
A6.	Clearing Grubbing & Demolition	ALL	L.S.	Lump Sum	$4,500.00
A7.	Valve Vault	1	Each	$39,132.00	$39,132.00
A8.	Hatches	ALL	L.S.	Lump Sum	$21,308.00
A9.	Vault Valves and Piping	ALL	L.S.	Lump Sum	$50,167.86
A10.	Site Water Line Changes	ALL	L.S.	Lump Sum	$37,597.97
A11.	Cut In Valve	ALL	L.S.	Lump Sum	$6,880.93
	Additive Alternate A Total				$176,086.76
	Additive Alternate C				
C	**Water Line W5 (5th)**				
C1.	Mobilization, Bonds, Permits and Insurance, etc.	ALL	L.S.	Lump Sum	$10,000.00
C2.	Temporary Traffic Control, Complete	ALL	L.S.	Lump Sum	$2,500.00
C3.	Erosion Control, Complete	ALL	L.S.	Lump Sum	$2,000.00
C4.	Construction Staking, Complete	ALL	L.S.	Lump Sum	$3,000.00
C5.	Acceptance Testing, Complete	ALL	L.S.	Lump Sum	$6,500.00
C6.	Clearing Grubbing & Demolition	ALL	L.S.	Lump Sum	$2,000.00
C7.	Water Connection 15, Complete Including all Valves and Appurtences shown in Detail 15/C703	ALL	L.S.	Lump Sum	$15,085.00
C8.	Install New Std 1-inch Short Svc (< 20') Connect to Existing Box	6	Each	$3,094.00	$18,564.00
C9.	Install New Std 1-inch Long Svc (> 20') Connect to Existing Box	5	Each	$3,750.00	$18,750.00
C10.	Install New Std 1-inch Long Svc (> 20') w/ New Mtr Box	1	Each	$4,477.00	$4,477.00
C11.	12" C900 PVC Waterline, Including Trench Excavation, & Crushed Rock Backfill, & Asphalt Surface Restoration	568	L.F.	$154.00	$87,472.00
C12.	6" DI Waterline, Including Trench Excavation, & Crushed Rock Backfill, & Asphalt Surface Restoration	24	L.F.	$347.00	$8,328.00
C13.	Install New Fire Hydrant, Complete, Including All Valves and Appurturances	1	Each	$10,437.00	$10,437.00
	Additive Alternate C Total				$189,113.00
	Additive Alternates A & C Total				$365,199.76

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Wind Rose Excavation
95309 Ayeres LN
Junction City, OR 97448
nathan@windrosexc.com
541-359-5816

		DATE	7/24/26
	Job Number:2603		

Additional costs to Additive A and C

Materials	Vendor/Material		Unit/Amount	Price	Total
Mob	Additional mob for Pavers and Saw-Cutters			3025.00	3025.00
Parts	Additional costs for parts Additive A			2475.00	2475.00
Parts	Additional costs for parts Additive C			1542.20	1542.20
				Total Material	7042.20

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CRESWELL CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item Number and Title:	**Item 6 D (MOTION) – Resolution 2026-21, A Resolution Appropriating Expenditures Within the General Fund and the Water Fund**
Date:	**August 10, 2026**
Staff Contact:	**Jim Piper, Finance Director**

AGENDA ITEM SUMMARY
This resolution amends the fiscal year 2026-27 budget and appropriates expenditures within the General Fund and the Water Fund.

BACKGROUND
The City of Creswell did not foresee the following requirements in the General Fund when approving the fiscal year 2026-27 budget in May of 2026:

The City of Creswell anticipated receiving $20,000 in donations for the Short Take-Off and Landing event at Creswell Airport in the fiscal year 2026-27 Budget. Likewise, the anticipated expenditures are $20,000 in the fiscal year 2026-27 Budget. The City has received nearly $40,000 in donations and will need to increase the expenditure line by $20,000 to legally spend the funds.

The City of Creswell received a grant award letter in July from the Regional Fiber Consortium, an ORS 190 Local Government. The grant in the amount of $30,000 along with a MOU with Douglas Fast Net (DFN), will provide fiber optic infrastructure to Creswell Airport and encourage development in the surrounding area.

The City of Creswell did not foresee the following requirements in the Water Fund when approving the fiscal year 2026-27 budget in May of 2026:

FEMA has awarded the City $557,010 additional grant funds for the Creswell Butte Mainline Relocation and Upsizing project bringing the grant funding to $1,485,360.00. The project was initially budgeted at $1,714,000 in the Water Capital Improvement Reserve Fund. An additional $275,637 in appropriations is needed in the Water Fund to complete the $1,989,637 in total construction costs and receive reimbursement for the additional grant funds awarded by FEMA.

Financial Considerations:
Unanticipated revenue for the General Fund is $50,000 in total. Unanticipated revenue for the Water Fund is $275,637.

Council Goal:
City of Creswell Five-Year Strategic Plan 2022-2027
Guiding Principles – Fiscal Stability

Staff Recommendation:

Staff recommends adopting Resolution 2026-21.

SUGGESTED MOTION

I MOVE THAT THE CITY COUNCIL APPROVE RESOLUTION 2026-21, A RESOLUTION APPROPRIATING EXPENDITURES WITHIN THE GENERAL FUND AND THE WATER FUND

ATTACHMENT(S)

Resolution 2026-21, A Resolution Appropriating Expenditures Within the General Fund and Water Fund

RESOLUTION 2026-21

A RESOLUTION APPROPRIATING EXPENDITURES WITHIN THE GENERAL FUND AND THE WATER FUND

WHEREAS: The City of Creswell received an additional $20,000 in sponsors and donors for the upcoming STOL event budgeted in the Culture and Recreation program in the General Fund, bringing the total STOL event donations to $40,000; and

WHEREAS: The City of Creswell was awarded a grant from the Regional Fiber Consortium of $30,000 to install fiber optic internet to Creswell Airport and surrounding businesses to bolster economic development within this area of the city; and

WHEREAS: The City of Creswell was awarded additional grant funds from FEMA for the Hazard Mitigation Grant Program for the Creswell Butte Mainline Upsizing and Relocation project of $575,010 in the Water Fund, bringing the total of the HMGP grant awards to $1,485,360; and

WHEREAS: This was unforeseen and unanticipated during the process of approving and adopting the fiscal year 2026-27 Budget; and

NOW, THEREFORE, BE IT RESOLVED: That the amounts for the fiscal year beginning July 1, 2026, and for the purpose shown below are hereby amended as follows:

General Fund	Original Appropriation	Proposed Change	Approved Revision
Administrative	$ 593,031	$ -	593,031
Culture and Recreation	479,916	20,000	499,916
Public Safety	1,663,874	-	1,663,874
Planning & Land Use	421,192	30,000	451,192
Non-departmental			
Transfer to Airport Fund	150,000	-	150,000
General Operating Contingency	460,000	-	460,000
Total Appropriations For General Fund	$ 3,768,013	$ 50,000	$ 3,818,013

Water Fund	Original Appropriation	Proposed Change	Approved Revision
Personnel Services	$ 945,548	$ -	945,548
Materials and Services	671,739	0	671,739
Transfer to Water Capital Improvement Reserve Fund	679,728	0	679,728
Debt Service	154,992	0	154,992
Capital Outlay	32,152	275,637	307,789
General Operating Contingency	250,000	0	250,000
Total Appropriations For Water Fund	$ 2,734,159	$ 275,637	$ 3,009,796

Adopted by the Common Council of the City of Creswell, this 10th day of August 2026.

_____
Nicholas Smith, Mayor

ATTEST:

_____
Caitlin Born, City Recorder

CRESWELL CITY COUNCIL
AGENDA ITEM SUMMARY

Agenda Item Number and Title:	**Item 6 E (MOTION) – Public Hearing on Liquor License Application for Ownership Change for Dari Mart**
Date:	**August 10, 2026**
Staff Contact:	Caitlin Born, City Recorder

AGENDA ITEM SUMMARY
A Public Hearing will be held for Public Comment on the approval or denial of the liquor license application received for the Ownership change.

BACKGROUND
The City of Creswell received the liquor license application for ownership change for the current Dari Mart store on July 17, 2026. The change of ownership fee has been paid.

FINANCIAL CONSIDERATIONS:
None

COUNCIL GOAL:
None

STAFF RECOMMENDATION:
Staff has no recommendation. The Governing Body must provide approval or denial.

SUGGESTED MOTION
I MOVE THAT THE CITY COUNCIL RECOMMEND (EITHER APPROVAL OR DENIAL) OF THE LIQUOR LICENSE APPLICATION AS PRESENTED.

- *If you are denying a license renewal, please list licensee in your motion and state the reason why you are issuing a recommendation for denial.*

ATTACHMENT(S)
Liquor License Application
Receipt for Ownership Change

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Annual Liquor License Types	
Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): L&D Retail Management LLC

Proposed Trade Name: US Market

Premises Address: 93 N Mill St Unit:

City: Creswell County: Lane Zip: 97426 9215

Application Type: ○ New License Application ◉ Change of Ownership ○ Change of Location

License Type: Off Premise Sales ☐ Additional Location for an Existing License

Application Contact Information

Contact Name: Bernie Rubio Phone: [redacted]

Mailing Address: [redacted]

City: [redacted] State: OR Zip: 97301

Email Address: us[redacted]

Business Details

Please check all that apply to your proposed business operations at this location:

☐ Manufacturing/Production

☒ Retail Off-Premises Sales

☐ Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

☐ Indoor Consumption ☐ Outdoor Consumption

☐ Proposing to Allow Minors

Section 1 continued on next page

OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s): L&D Retail Management LLC

Proposed Trade Name: US Market

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC. Section 2 must be completed ***by the local government*** for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: City of Creswell

Optional Date Received Stamp

Date Application Received: 7/17/2026

Received by: Caitlin Born

Section 3 – Recommendation - To be completed by Local Government:

- ○ **Recommend this license be granted**
- ○ **Recommend this license be denied** (Please include documentation that meets OAR 845-005-0308)
- ○ **No Recommendation/Neutral**

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.

City of Creswell
13 South 1st St. / PO Box 276
Creswell, OR 97426
(541) 895-2531
info@creswell-or.us

XBP Confirmation Number: 322543222

Transaction detail for payment to City of Creswell. **Date: 07/17/2026 - 3:31:02 PM MT**

Transaction Number: 275177935 [redacted]

Status: Successful

Account #	Item	Quantity	Item Amount
LD Retail Managemen	1001 Fees Lic Liquor Invest. LD Retail Managemen	1	$75.00

TOTAL: $75.00

Billing Information
BERNIE A RUBIO
97426

Transaction taken by: Admin ReceptionistCaselle Reception