

# **Westfir Town Hall, November 15, 2022, 7:00–8:30pm**

at Casey’s Riverside RV Clubhouse, 46443 Westfir Road

**How to get there:** Turn off Westfir Road into Casey’s RV Park and keep right as you drive a short distance to the clubhouse, located next to the office.

**Connect via Zoom by computer:** <https://us02web.zoom.us/j/82059558146>

**Connect via Zoom by phone:** +1 253 215 8782 or +1 346 248 7799; **Meeting ID:** 820 5955 8146

## ***Introductions—D’Lynn***

***5 minutes***

Mayor: D’Lynn Williams

City Recorder: Nicole Tritten

Councilor 1: Kelly Packard

Councilor 2: Deretta Huey

Councilor 3: Katherine Bishop

Councilor 4: Edward Johnstone

## ***Housing Needs Analysis – D’Lynn***

***5 minutes***

The Housing Needs Analysis will identify whether Oakridge and Westfir have enough buildable land to accommodate each city’s 20-year housing projections. The analysis is being funded through a grant awarded to the community in the spring of 2022. Cascadia Partners is under contract to conduct the analysis and present the results in a public forum this winter. A preliminary report has been presented using approximately 200 surveys received to date.

Preliminary data shows that Westfir’s land allocations shouldn’t need more than minor adjustments.

## ***ARPA Funds Status / Engineer of Record – Nicole***

***5 minutes***

The City received \$59,305 from the Federal government through the American Rescue Plan Act (ARPA), and so far, no funds have been spent. There are limited uses allowed for the funds. ARPA is primarily a program to reimburse local governments for COVID-related expenditures. Westfir can use the funds for water and wastewater projects that are allowed under the law. The City has selected Civil West Engineering Services for an Engineer of Record to design and implement projects using ARPA funds, as well as to address other engineering needs of the City. The priority for use of the funds: replace faulty mainlines on Westfir Road; map water and wastewater lines, including hydrants; design/install a bioswale/flood barrier at the wastewater plant; design a second 250,000-gallon water storage tank; explore extending the sewer lines to the mill site for future development; and install solar panels at the water and wastewater plants. The funds will not cover all priorities, so additional funding from other sources may be necessary.

***Boat Launch “Turtle Island” Grant Proposal – D’Lynn***

***5 minutes***

The boat launch area at the confluence of the North Fork and the Middle Fork is designated a city park. The city installed a gate last year to prevent people from living on the floodplain.

The City is partnering with the Middle Fork Willamette Watershed Council (MFWWC) to apply for a grant from the Oregon Conservation and Recreation Fund (OCRF) to treat invasive vegetation and replace it with native vegetation; determine the feasibility and location of a consolidated trail south of the confluence; and develop a Park Management Plan. The Watershed Council is the lead agency on this grant, which was submitted October 7, and the City of Westfir is only committed to supplying volunteer hours as an in-kind match. The work will start in the spring of 2023 and, if funded, will continue through December 2024.

The City plans to apply for an Oregon State Marine Board (OSMB) grant next year to improve parking above the gate, install bathroom facilities, install signage, and harden the boat ramp surface. We may also include the consolidation of the fisher trail as the Park Management Plan dictates. The funding cycle for the OSMB grant is 2023-2025.

***Trans Cascadia Project Status – Katherine***

***5 minutes***

Trans Cascadia is moving forward with a proposal to modify the design of the bathhouse and to reduce the number of parking spaces for the stand-up vans. Trans Cascadia’s current ideas include plans to have a large meadow in the middle of the development. The plan will still include RV pads with propane firepits, fencing on the perimeter and stormwater drainage swales to contain runoff. In the original plans, the store would have become a 10-tap bar/food establishment. However, the third partner was not able to move forward with this project. However, the store building remains in the development (as-is). Trans Cascadia has not yet secured permits from Lane County for (phase 1) of the project. They are working on a phasing proposal which they plan to submit to the City within 45 days

***Neighborhood Watch & Code Enforcement – Edward***

***10 minutes***

Westfir currently has a Neighborhood Watch, but it hasn’t been very active for a couple of years. If citizens are interested, we’ll need proponents as volunteers.

Code Enforcement is a minimal part of our IGA with the Oakridge Police Department.

The code enforcement process: A formal complaint about a City ordinance violation is given to the City Recorder using the complaint form (it can be anonymous). The City Operator checks out the location of the complaint and takes photos. The City Recorder prepares a letter for the homeowner stating the ordinance violation, and tells them they have 10 days to comply with the code. If no compliance, a citation is served by the Oakridge police and the case is referred to the Oakridge Municipal Court, where a fine could be levied. Any fines received are split between the City of Oakridge and the City of Westfir.

The City would like to have a part-time code enforcement officer soon, but the funding is tight.

***Lane County Animal Services Enforcement IGA – Kelly***

***10 minutes***

On September 19, 2022, the City of Westfir signed an Intergovernmental Agreement (IGA) with Lane County for animal services enforcement, which are excluded from our IGA with the Oakridge Police Department. This agreement will better protect our citizens from biting and aggressive animals that are at large in the community. In addition, the IGA addresses injured animals, or those that are neglected or abused and need immediate attention. Complaints should be filed with the City of Westfir since Lane County Animal Services (LCAS) will only act on an incident with authorization by the City. Once the City has determined that the incident is covered under the IGA, you will be asked to fill out an online complaint form with LCAS. You will need the date and time of the incident; the address/location of the incident; contact details of both complainant and animal owner (if known); a written account of the incident; detailed description of the animal; and photos of any injuries that were sustained in the encounter.

***Citizen Advisory Committees – Deretta***

***10 minutes***

The Council would like to establish two committees with 3–5 people on each. The first committee would be for short-term goals such as Bridge Lighting, the spring event, etc. and for brainstorming new ideas the community would like to pursue. The second committee would be for future planning, grant writing, etc., with the idea of planning where our community would like to be in the future. A purpose of both committees would be to act as liaisons between the community and the Council.

The City has an immediate need for volunteers to decorate the bridge on Saturday, November 26 at 11:00 am and for a lead person for the Bridge Lighting on December 3.

Volunteer sign-up sheets are available at this meeting and at City Hall.

***Fire Services – Kelly and Jim McKee (Gunny)***

***15 minutes***

It has become clear to the Westfir City Council that with the increase of surrounding wildfires each year, a different solution to community fire safety needs to be considered to protect our citizens. That said, the City is looking into re-establishing the Westfir Volunteer Fire Department along with our fire engine, to not only provide a quick response time for our citizens, but to the surrounding areas we can get to faster than other fire departments, if needed. Currently, a feasibility study is being conducted, with the City aggressively looking for funding through grants and/or loans to accommodate all aspects of this project. The City of Westfir is also involved with the City of Oakridge and surrounding communities, to explore whether a “Special Fire District” would enhance the fire safety of our communities. We are in the early phases of this process, and will continue to report all outcomes as we go forward.

***Questions & Answers / Closeout (5 minutes) – D’Lynn***

***20 minutes***

Questions? (15 minutes)

Closeout: Thanks for your attendance. Summary sheets available at City Hall. Thank you to Casey’s.

Volunteers needed

Next Council meeting December 5 at 5:30 at City Hall.