CALL TO ORDER

Mayor Jeff Gowing called the meeting to order at 7:08 pm in the Council Chambers at City Hall.

ROLL CALL

City Recorder Trudy Borrevik called the roll. The following were present:

PRESENT IN THE COUNCIL CHAMBERS:
Mayor Jeff Gowing and Councilor Kenneth Michael Roberts

PRESENT VIA GOTOMEETING:
Councilors Greg Ervin, Candace Solesbee and Jon Stinnett
                  Jake, Boone, Mike Fleck and YAC Representative Lucas Wilhour

COUNCIL ABSENT:

STAFF PRESENT IN THE COUNCIL CHAMBERS:
Police Chief Scott Shepherd and City Recorder Trudy Borrevik

STAFF PRESENT VIA GOTOMEETING:
City Manager Richard Meyers, Public Works & Development Director Faye Stewart, Finance Director Roberta Likens and Assistant City Planner Eric Mongan

CITY ATTORNEY:
Carrie Connelly (Virtual)

MEDIA PRESENT:
Cameron Reiten, KNND (Virtual)
Damien Sherwood, The Sentinel (Virtual)

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

None

PUBLIC HEARINGS

1 – Council Meeting Minutes 11/23/2020
(a) **Public Hearing for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for JDL Construction/Double H Investments South Side of Gateway Blvd (MCPA 5-20) Map 20-03-27-32 TL 1300, 1403, 1900, 1800 (vacant) Map 20-03-27-32 TL 1700 (320 21st Street)**

Councilor Roberts declared an ex-parte contact and said he had made a comment on Facebook responding to a post from a citizen inquiring what was going on north of the bike path on Gateway. His comment was “New Housing……”. A copy of the Facebook posting is attached hereto and marked Exhibit “A”.

Mayor Gowing declared that he had seen the Facebook post and Councilor Roberts’ comment.

Public Works and Development Director Faye Stewart read his Memorandum which explained the reason for the public hearing.

Mayor Gowing opened the public hearing.

No one requested to speak.

Mayor Gowing closed the public hearing.

(b) **Public Hearing Declaring Surplus Real Property Tax Lot 20-03-29-41-01501**

Councilor Fleck said he had an actual conflict of interest and would be recusing himself and left the meeting.

Public Works and Development Director Faye Stewart read his Memorandum which explained the reason for the public hearing.

Mayor Gowing opened the public hearing.

City Attorney Carrie Connelly said she didn’t believe that Councilor Fleck explained what his connection was with the matter and wanted to make sure it was in the record. She asked Richard to give specific facts associated with the conflict.

Councilor Fleck rejoined the meeting and said he was the Executive Director for Community Sharing and had a direct conflict of interest.

Councilor Fleck left the meeting.

No one requested to speak.

Mayor Gowing closed the public hearing.
Councilor Fleck rejoined the meeting.

2 – Council Meeting Minutes 11/23/2020
CONSENT AGENDA

(a) Approval of November 9, 2020 Council Meeting Minutes
(b) Release of Former Water Line Easement

Public Works and Development Director Faye Stewart explained that the U.S. Forest Service was in the process of excessing the Ranger Station on North Cedar Park Road and discovered a 1910 waterline easement from John F. Spray et ux to the City that was no longer needed.

(c) Dedication of Public Right-of-Way by the City of Cottage Grove; North M Street Between Birch Avenue and Chestnut Avenue

Public Works and Development Director Faye Stewart explained that in 1966 the owners of the Cottage Grove Hospital applied for a vacation of the dedicated right-of-way known as M Street between Birch and Chestnut Avenues. He said the hospital closed and the property changed ownership several times. In 2015 staff realized the portion of North M Street was not owned by the City nor was there a dedicated right-of-way. The City Council in September, 2015 accepted a conveyance of the real property via Statutory Quitclaim Deed, however staff did not complete the action of dedicating the North M Street as public right-of-way.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE TO APPROVE THE CONSENT AGENDA.

The vote on the motion was as follows:

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<th>Councilor Roberts</th>
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RESOLUTIONS AND ORDINANCES

(a) First Vote for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for JDL Construction/Double H Investments South Side of Gateway Blvd (MCRAA 5-20) Map 20-03-27-32 TL 1300, 1403, 1900, 1800 (vacant) Map 20-03-27-32 TL 1700 (320 21st Street)

Public Works and Development Director Faye Stewart said Council held the public hearing this evening. He said the Planning Commission held a public hearing on October 21, 2020 and were recommending approval to the City Council. He said the Ordinance had been available for more than one week and could be adopted in one meeting.
IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BOONE THAT ORDINANCE NO. 3133 BE ADOPTED.

The vote on the motion was as follows:

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Mayor Gowing announced that Ordinance No. 3133 had been adopted.

(b) A Resolution Declaring Surplus Real Property and Authorization for Sale to Adjoining Property Owner

Public Works and Development Director Faye Stewart read his Memorandum which explained the reason for the sale of surplus real property. He said the recommendation from staff was to declare the property surplus and for Council to authorize the City Manager to sign the relevant documents.

Councilor Fleck did not participate and left the meeting as he had recused himself from this matter during the Public Hearing.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR ERVIN THAT RESOLUTION NO. 2029 BE ADOPTED.

The vote on the motion was as follows:

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Mayor Gowing announced that Resolution No. 2029 had been adopted.

BUSINESS FROM CITY COUNCIL

4 – Council Meeting Minutes 11/23/2020
(a) **Budget Committee Recruitment**

Finance Director Roberta Likens said the Budget Committee had two full-term positions expiring at the end of the year and one open position to complete the remainder of the term of Bernard Donner who resigned which expired December 31, 2022. She said it was staff’s recommendation that Council appoint a sub-committee to interview applicants.

Mayor Gowing appointed Councilor Ervin, Chair and Councilors Boone and Fleck.

(b) **Vision Keeper Committee Interviews**

City Manager Richard Meyers said the Vision Keeper Committee had three At-Large vacancies on the committee. He said two of the vacancies were for two-year terms and one vacancy was for a one-year term. He said in January, staff would bring back the ratification of appointments for the Lead Partners. He said it was staff’s recommendation that Council appoint a sub-committee to interview applicants.

Mayor Gowing appointed Councilor Solesbee, Chair and Councilors Boone and Fleck.

(c) **Councilor Subcommittee Appointment for Planning Commissioner Interviews**

Public Works and Development Director Faye Stewart said there were two positions on the Planning Commission that expired December 31, 2020. He said it was staff’s recommendation that Council appoint a sub-committee to interview applicants.

Mayor Gowing appointed Councilor Fleck, Chair and Councilors Roberts and Ervin.

(d) **Councilor Subcommittee Appointment for Historic Landmarks Commissioner Interviews**

Public Works and Development Director Faye Stewart said there were three positions on the Historic Landmark Commission that expired December 31, 2020. He said it was staff’s recommendation that Council appoint a sub-committee to interview applicants.

Mayor Gowing appointed Councilor Roberts, Chair and Councilor Stinnett and himself.

(e) **Councilor Subcommittee Appointment for Urban Forestry Commissioner Interviews**

Public Works and Development Director Faye Stewart said there were two positions on the Urban Forestry Committee that expired December 31, 2020. He said it was staff’s recommendation that Council appoint a sub-committee to interview applicants.

Mayor Gowing appointed himself as Chair and Councilors Roberts and Fleck.

(f) **Concerns from Council**

5 – Council Meeting Minutes 11/23/2020
Councilor Ervin asked if it was possible to make the documents searchable and said it would be very helpful.

Councilor Boone gave kudos and thanks to all staff on the handling of the ongoing COVID-19. He said staff had been able to react quickly to the ever changing situation and had been reasonable to deal with.

Mayor Gowing commented on the “freeze” and said the conference call he and the City Manager participated in with the League of Oregon Cities on Friday mornings had a different tone last week and said you could see the frustration throughout the state. He said he felt for the businesses who were struggling and encouraged everyone to shop local and support the restaurants. He said he looked at the pallet shelters last Friday and said they were very impressive and was looking forward to see how it developed. He gave a shout out to the Chamber of Commerce for all they had been doing. He said they had a link on their website to access businesses that had hours, phone numbers, etc. He said Business After Hours was held virtually last week and it went well. He also gave a shout out to Councilor Fleck and Community Sharing. He said Weyerhaeuser gave away holiday turkeys and they had had 32 turkeys which they donated to Community Sharing. He said Councilor Fleck came after business hours to pick up the turkeys and he wanted to thank him for doing so.

**BUSINESS FROM CITY MANAGER**

(a) **Ratification of Emergency Action Creating Curbside Pickup Parking**

City Manager Richard Meyers said as everyone was aware, the City was under an Emergency Declaration for COVID-19. He said with the new freeze going into effect, one item that had been successful and appreciated by downtown businesses was the creation of curbside pickup locations and signage. He said it had been done under emergency action and he wanted to bring it back to Council for ratification. He said staff had met with several businesses to discuss curbside pickup and what was working, what could be enhanced, etc. He said staff was going to print new signs for the businesses which included the phone number of the business. He said staff was also printing signs for businesses who had their own parking to designate a space for pickup. He said it would include retail businesses as well. He said it was staff’s recommendation that Council ratify the temporary Curbside Pickup Program as described in the Council Memorandum.

**IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS THAT COUNCIL RATIFY THE TEMPORARY CURBSIDE PICKUP PROGRAM AS DESCRIBED IN THE COUNCIL MEMORANDUM THAT WAS CREATED BY THE CITY OF COTTAGE GROVE EMERGENCY ORDER ISSUED IN RESOLUTION NO. 2007 ADOPTED APRIL 14, 2020.**

Councilor Fleck encouraged everyone to step up and support local businesses.

Councilor Ervin said he agreed and hoped everyone could support each other.
The vote on the motion was as follows:

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(b) Low-Income Housing Property Tax Exemptions

Councilor Fleck declared a potential conflict of interest as the Executive Director of Community Sharing, a non-profit organization in Cottage Grove. He said they currently did not rent to for profit businesses therefore they wouldn’t fall under this but the potential existed.

City Manager Richard Meyers said SquareOne Village had requested the City to consider providing a property tax exemption for non-profits that provided affordable housing for their Cottage Village. He said tonight was a general discussion on how to approach low-income housing property tax exemptions and if Council wanted to move forward. He said Council had been provided with a sheet that was also on the State’s website and the City’s Agenda page that listed the programs available around the state regarding low-income housing. He said he also had a copy of Forest Grove’s Ordinance passed in 2018. He said the City had adopted MUPTE which was included in the list but didn’t really fit for Cottage Villages because they were individual housing units. He said a property tax exemption for SquareOne Cottage Village would reduce the 20/21 taxes by $10,178.16, $3,964.25 of which was the City’s portion. He said with no tax exemption, the monthly rents would need to be increased by $100 per unit. He said the State Code allowed for the tax exemption with an expiration date of 2027. He said it was an annual exemption and had to be applied for every year. He said Council did have some options regarding the exemption level. He said if approved, the City would have to go to the other taxing jurisdictions to get a 51% approval.

Councilor Fleck said he was generally supportive and there was a real need for housing but he worried about the loss of tax revenue if it became widespread with other non-profit housing agencies applying. He said he would want some kind of limit to make sure the City wasn’t providing services with no revenue to support. He said he would like to see options to review.

Councilor Solesbee said she agreed with Councilor Fleck. She asked if the MUPTE didn’t apply since the housing wasn’t attached.

Richard said that was correct.

Councilor Ervin said he was in favor of spurring on additional housing of all types, but wasn’t generally in favor of the property tax exemption. He questioned why a non-profit serving a population with 60% to 80% AMI would get a property tax exemption versus a homeowner with the same AMI having to pay their own property taxes. He said he was open to additional
information on how that would be justified.

Councilor Boone said he was willing to go forward with finding out more information.

Mayor Gowing said he was in favor but had the same reservations that other Councilors had about where to draw the line of who could apply.

Richard asked how long of a period the Council would want the exemption to be for. He said Forest Grove had set theirs for six years.

Councilor Boone asked if it was known how they arrived at six years.

Richard said he didn’t know how they arrived at that number.

Councilor Solesbee said she would be in favor of looking at a certain dollar amount instead of the number of years for a whole project.

Councilor Fleck said he agreed with Councilor Solesbee and said if we were keeping a certain percentage of housing affordable, we leave those properties that are affordable and limit the number of units that could qualify.

Richard said the City could create its own program and set a dollar limit that would be set aside for low-income housing paid for from a non-profit corporation. He said criteria could be set for income level and there was a set amount that would be paid in rebates each year. He said he believed it could be done outside of State Statute. He asked if that was something Council wanted to consider.

Councilor Boone asked if something could be structured similar to Urban Renewal.

Richard said it was something worth exploring.

Councilor Fleck said he liked the suggestion of setting an amount but suggested it be a percentage instead of a dollar amount.

Richard said if the City did something similar to Urban Renewal, it wouldn’t lose the existing taxes only the 3% increase each year. He said staff would review all the options and see what could be put together. He said the last two suggestions wouldn’t have to get the approval from the other taxing jurisdictions and see what the City could legally do.

Bruce Kelsh, 78340 Halderman Road, Cottage Grove, said he was the Chair of Cottage Village Coalition. He thanked Council for considering their request and said they had raised some good questions. He commented about the need for affordable and low income housing in Cottage Grove.

(c) Report from City Manager

8 – Council Meeting Minutes 11/23/2020
City Manager Richard Meyers said the City was partnering with the Chamber to promote businesses throughout the community and encourage residents to shop local.

Richard said the pallet shelters were here and if any of the Council wanted to look at them to let him know.

Richard said the City received the 2020 Population Estimate from Portland State University and the estimated population for July 1, 2020 is 10,155. He said it would be certified in December.

Councilor Fleck said the increase in population would be reflected on the population sign.

Richard said ODOT was now doing the population signs so it might be awhile before they are updated.

**BUSINESS FROM CITY ATTORNEY**

(a) Report from City Attorney

None.

Forwent

**ADJOURNMENT**

There being no further business, Mayor Gowing adjourned the regular meeting of the City Council at 8:04 pm.

The next regular City Council Meeting will be held December 14, 2020, at 7:00 p.m. in the Council Chambers at City Hall.

Trudy Borrevik, City Recorder

Jeremy D. Gowing, Mayor
Who knows what's going on in that field north of the bike path on Gateway?? They're clearing the meadow of trees etc.
What's Going On In Cottage Grove, Oregon

Susie Springer
Yes I have heard this as well. It is to be an apartment complex.
Like · Reply 18h

Tammie Bouche
Brad Taylor yep. It's true.
Like · Reply 18h

Linda Jack Hartness
Nice 2 bedroom one or two bathrooms. Bottom floor all handicap accessible
Like · Reply 18h

Judy Palmer
Brad Taylor def. need more affordable housing here, just sayin.
Like · Reply 18h

Barbara Culbert Tennison
Judy Palmer Didn't say it would be affordable, just housing. Seems as though nothing is “affordable” anymore. just sayin.
Like · Reply 18h

Brad Taylor
Barbara Culbert Tennison ur exactly right. Till city cost, an build cost come down affordable is a wild dream
Like · Reply 18h

Hudson Wells
Are we talking the frisbee golf course by the water plant?... If so that's going to be a shitty place to live
Like · Reply 18h

Travis Wirfs
Tammie Bouche my landlord pays $1200 a month for her 4 bedroom 1 bath 1700ft² house
Like · Reply 18h

Daniel Short
Travis Wirfs I pay 1200 for a 2 bedroom duplex lol cottage grove is not affordable lol
Like · Reply 18h

Write a reply...
What's Going On In Cottage Grove, Oregon

Sheila McDonald Heley
Just what we need is more traffic entering on Gateway.
Like · Reply · 19h

Carol Mitchell Reeves
Thanks for asking Judy Palmer... I've been wondering the same too!
Like · Reply · 19h

Jennifer Blake
It's going to be a hotel I believe
Like · Reply · 18h

Brad Taylor
Jennifer Blake fake news
Like · Reply · 18h

Linda Jack Hartness
Jennifer Blake no
Like · Reply · 18h

Tammie Bouche'
Jennifer Blake nope. Apartments. I'm friends with the owner.
Like · Reply · 17h

Kristin Felton
Tammie Bouche' are they low income?
Like · Reply · 17h

Tammie Bouche'
Kristin Felton I don't think so.
Like · Reply · 17h

Sheila N Herb Ames
Wow, that's not all that big of a lot for building apartments, especially if the downstairs ones will all be handicapped accessible, where in the world are people going to park that will be living there? Maybe underground parking? We for sure do need...
See More
Like · Reply · 17h

Tim Burns