

CITY OF COTTAGE GROVE
CITY COUNCIL
AGENDA SESSION MINUTES
MARCH 11, 2022

The meeting was called to order by Mayor Gowing at 8:30 am.

Those in attendance virtually and in person: Mayor Gowing and Councilors Savage, Fleck, Ervin, Stinnett and Solesbee.

Staff present virtually and in person: City Manager Richard Meyers, Assistant to the City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, and Finance Director Roberta Likens, and City Planner Eric Mongan

Public Hearing

There is no public hearing.

Consent Agenda

- (a) Approval of February 25, 2022 Agenda Session Minutes
- (b) Approval of February 28, 2022 Council Meeting Minutes

Resolutions and Ordinances

- (a) Resolution Establishing Appropriations within the Special Trusts Fund for the Expenditure of an Unforeseen Specific Purpose Donation from Cindy and Ralph Weeldreyer

Finance Director Roberta Likens said the City has been provided a donation in the amount of one thousand dollars from Cindy and Ralph Weeldreyer to be used specifically to provide assistance to people in the community that are unhoused. She said the money would be placed in a Special Trust Fund that would carry over from year to year and in order to lawfully spend the money the City must adopt a Resolution and staff is recommending to do so.

Mayor Gowing asked if there were any questions.

Councilor Fleck said since Community Sharing is running the shower trailer it would have been better to have the money dedicated to Community Sharing and it would be a tax write off for the Weeldreyer's.

City Manager Richard Meyers said it is still a tax write off for the Weeldreyer's and after Cindy toured the shower trailer they wanted to donate to the unhoused as a broad spectrum.

Mayor Gowing asked if there were any other questions of comments.

(b) Resolution Supporting Downtown Cottage Grove's Application for an Oregon Main Street Revitalization Grant for Rivers Edge (303 East Main Street)

Councilor Savage declared a conflict and said she will step out of the meeting now and on Monday night.

Councilor Stinnett also stepped out of the meeting due to a conflict of interest.

Public Works and Development Director Faye Stewart said this item is a request to Council to support a \$200,000 grant application from Downtown Cottage Grove for the Rivers Edge rehabilitation project located at 303 East Main Street. He said the funding would be used to improve the facade of the building and the City would be the fiscal agent for the project and would receive a three percent administration fee if it is awarded.

Mayor Gowing asked if there were any questions or comments.

Councilor Ervin asked if there are any plans available for the intent of the building.

Faye Stewart said he is hoping there will be renditions from the architect available on Monday and the intent is to recreate the front and side facade so that it replicates the historic nature of downtown.

City Manager Richard Meyers said one of the things that is being mentioned is a coffee shop and restaurant that will capitalize on the view and access to the river.

Councilor Ervin said it seems like a City/Private partnership for the overall good of the community and asked if they are accepting input and how this all came about.

Faye Stewart said there were five projects submitted to Downtown Cottage Grove and after the scoring criteria process the entire group recommended that this was the number one project to support. Faye asked what Councilor's Ervin first question was.

City Manager Richard Meyers said he asked if this was a grant that was looking for a project or a project looking for a grant. He said there was a State grant available and Downtown Cottage Grove decided to try and find a project to participate in the program.

Councilor Ervin said he feels invested in this type of thing because how we invest in downtown makes a difference.

City Manager Richard Meyers said we need to have someone from the Downtown Cottage Grove Board talk to Council about the process, how they got downtown people involved, and how they looked at opportunities that would be the best for downtown.

Faye Stewart said at some point they will have to submit an application to the Planning Department and all the historic criteria for downtown will have to be applied. He said this

project will go to the Historic Preservation Commission for their approval and there will be a Public Hearing.

Mayor Gowing asked if there were any other questions of comments.

Councilor Savage and Stinnett reentered the meeting.

(c) Resolution Authorizing Full Faith and Credit Borrowings to Finance Community Center Roof Project

Finance Director Roberta Likens said this is a financing proposal from Banner Bank for the Community Center Roof Project that was awarded to Richard's Remodeling LLC. She said it is a fixed rate, tax exempt bank qualified interest rate of 2.77 % and the City would be making quarterly payments. She said as of last night, Banner Bank did not accept the City using the Local Law Group to create the agreement and they are suggesting that we use Bond Counsel. She said the details still need to be worked out and Council may see it on the Agenda for Monday night in a slightly different form.

Mayor Gowing asked if there were any questions or concerns.

Business from City Council

(a) South Lane Community Health Clinic

City Manager Richard Meyers said representatives from South Lane Community Health Clinic will be giving an update on their funding and what they have received so far. He said they are short on funds to complete the project and will be asking Council for assistance.

Mayor Gowing asked if there were any questions or comments.

(b) Homelessness Discussion

City Manager Richard Meyers said this is the last presentation to Council prior to the Town Hall Meeting and there will be slides and detailed data for Council to review. He added that he is meeting with Homes for Good today to look at property for them to consider building permanent low income housing.

Mayor Gowing asked if there were any questions or comments.

(c) Concerns from Council

Councilor Savage said there are two applications for the Historic Preservation Committee and one of them is an incumbent. She asked if the committee members wanted to look at the application prior to interviewing.

Councilor Fleck said he is fine with reappointing the incumbent and is also okay with what the group decides.

Councilor Savage asked City Planner Eric Mongan for the application so they could decide if they need to interview the other applicant.

City Planner Eric Mongan replied yes.

Business from City Manager

(a) Report from City Manager


Mayor Gowing announced that if all Councilors could attend Monday night's meeting in person there would not have to be a virtual meeting for Executive Session since no public comments are taken.

City Manager Richard Meyers announced that at 11:59 pm tonight masks will not be required.

Mayor Jeff Gowing adjourned the meeting at 8:48 am.



Mindy Roberts, City Recorder



Jeffrey D. Gowing, Mayor