

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
APRIL 8, 2024**

CALL TO ORDER

Mayor Solesbee called the meeting to order at 7:00 pm in the Council Chambers at City Hall.

ROLL CALL / PLEDGE OF ALLEGIANCE

City Recorder Mindy Roberts called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Candace Solesbee, Councilors Alex Dreher, Greg Ervin, Mike Fleck, Dana Merryday and Jon Stinnett.

PRESENT VIA ZOOM WEBINAR:

COUNCIL ABSENT: Councilor Chalice Savage

YOUTH REPRESENTATIVE:

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Mike Sauerwein, Assistant City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Finance Director Roberta Likens, Police Chief Cory Chase and City Planner Eric Mongan.

STAFF PRESENT VIA ZOOM WEBINAR:

CITY ATTORNEY: Carrie Connelly - virtual attendance.

MEDIA PRESENT: KNND and The Chronicle.

PROCLAMATIONS

Mayor Solesbee read the Public Safety Telecommunicators Week Proclamation aloud and presented it to Police Chief Cory Chase.

PRESENTATION

(a) Tree City USA Recognition

City Planner Eric Mongan presented to Mayor Solesbee, on behalf of The Arbor Day Foundation and the Urban Forestry Committee, recognition for 30 years as Tree City USA.

ITEMS ADDED TO THE AGENDA

None.

APPEARANCE OF INTERESTED CITIZENS

(a) Items not on the Agenda

Danny Solesbee Cottage Grove, Oregon shared statistics regarding overdoses at the designated camping sites and expressed concerns for the conditions, safety and cleanliness.

(b) Action Items on the Agenda

None.

PUBLIC HEARING

(a) Public Hearing for Proposed Supplemental Budget

Mayor Solesbee opened the Public Hearing at 7:10 pm.

Finance Director Roberta Likens presented a proposed supplemental budget to fund the purchase of two new Dodge Durango police vehicles in the amount of \$125,000 with debt service of approximately \$29,500 per year for five years based on an estimated interest rate of 6.5%.

Mayor Solesbee called for public testimony.

Seeing none, Mayor Solesbee called for questions from Council.

Councilor Ervin announced that he will save his budget comments for later in the meeting.

Mayor Solesbee closed the Public Hearing at 7:13 pm.

(b) Public Hearing for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 208 South 6th Street (Map 20-03-28-34 TL 07400) (MCPA 4-23)

Mayor Solesbee opened the Public Hearing at 7:14 pm.

Mayor Solesbee requested Council disclose any Conflicts of Interest or Ex-Parte Contact with the proposal or the applicant.

Seeing none, Mayor Solesbee called for the Staff report.

City Planner Eric Mongan presented a proposed ordinance to amend the Cottage Grove Comprehensive Plan and Title 14 Land Use District Map for 208 South 6th Street owned by Erik Swanson and Amy Kennedy. He said the change would be from B-Central Business designation and C2P-Community Commercial zoning to C-Community Commercial and RC-Residential Commercial. He added that the purpose of the application is to preserve the existing use of the property. He said the Planning Commission held a Public Hearing on February 21, 2024 and recommended approval to Council.

Mayor Solesbee called for questions from Council.

Council asked if there were any objections from residents in the area.

City Planner replied that there were no objections.

Mayor Solesbee called for public testimony.

Seeing none, Mayor Solesbee closed the Public hearing at 7:20 pm.

CONSENT AGENDA

- (a) Approval of March 22, 2024 Agenda Session Minutes
- (b) Approval of March 25, 2024 City Council Meeting Minutes
- (c) Approval of Signal Maintenance Agreement between Oregon Department of Transportation and the City of Cottage Grove

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

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Motion carried.

RESOLUTIONS AND ORDINANCES

(a) Resolution Adopting a Supplemental Budget for Fiscal Year 2023-24 and Making Appropriations

Finance Director Roberta Likens presented to Council a resolution which would adopt a supplemental budget appropriating funds to purchase two Dodge Durango police vehicles. She said the total expenditure is estimated to be \$147,500 an equivalent of \$29,500 per year.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT RESOLUTION NO 2131.

Mayor Solesbee announced the motion with a second and called for discussion.

Council expressed concern with the overall budget and recapped questions posed at the Friday, April 5th Agenda Session regarding the need for the appropriation to happen in this fiscal year and dependability of the Dodge Durango model.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Resolution No. 2131 Adopted.

(a) Resolution Amending the Comprehensive Fee Schedule

Finance Director Roberta Likens presented Council with an additional memorandum which would make changes to the SDC fees and added that the proposed resolution would now amend four sections of the Comprehensive Fee Schedule.

She reviewed and highlighted the proposed changes in Section I Government, Section II Local Improvements, Section VI Planning and Section IX Middlefield Golf Course.

Council asked if FCS evaluated the SDC fees to make certain they are reasonable.

Public Works and Development Director Faye Stewart responded that FCS reviewed the utility rate fees and explained that the SDC fees are adjusted by a formula based on the Construction Cost Index.

Council suggested an evaluation of SDC fees compared to other jurisdictions.

Public Works and Development Director responded that there would be opportunity to evaluate the fees charged as Master Plans are getting completed.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT RESOLUTION NO. 2132.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Resolution No. 2132 adopted.

- (c) First Vote for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 208 South 6th Street (Map 20-03-28-34 TL 07400) (MCPA 4-23)

City Planner Eric Mongan shared that Council held a Public Hearing earlier this evening on the proposed amendment to the Comprehensive Plan Land Use Diagram Map and Title 14 Land Use District Map and after deliberation could consider adopting the ordinance. He said the amendment would re-designate 0.15 acres of land owned by Erik Swanson and Amy Kennedy at 208 South 6th Street from B - Central Business and C2P -Community Commercial to C - Community Commercial and RC - Residential Commercial zoning. He added that the Planning Commission held the required public hearing on February 21, 2024 and recommended approval to Council.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT ORDINANCE NO. 3180.

Mayor Solesbee announced the motion with a second and called for discussion.

Seeing none she called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Ordinance No. 3180 adopted.

BUSINESS FROM THE CITY COUNCIL

(a) Budget Committee Appointments

Finance Director Roberta Likens shared that the Council appointed sub-committee met to conduct Budget Committee interviews and recommend Amber Bahler and Bernie Donner be appointed to a three year term expiring December 31, 2026.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO APPOINT BERNIE DONNER AND AMBER BAHLER TO THE BUDGET COMMITTEE TO A THREE YEAR TERM EXPIRING DECEMBER 31, 2026.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Motion carried.

(b) Historic Preservation Commission Appointment

City Planner Eric Mongan requested sub-committee chair Councilor Merryday make the recommendation.

Councilor Merryday shared that the interview sub-committee met with candidate Patty Kinney. He said the sub-committee found her to be extremely qualified, with deep local connections and

a good understanding of history. He said the sub-committee recommended her appointment to a three year term expiring December 31, 2026.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ACCEPT THE SUB-COMMITTEE RECOMMENDATION TO APPOINT PATTY KINNEY TO THE HISTORIC PRESERVATION COMMISSION TO A THREE YEAR TERM EXPIRING DECEMBER 31, 2026.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Motion carried.

(c) Ad-Hoc Street Improvement and Funding Committee Recommendations

Public Works and Development Director Faye Stewart introduced Committee Chair Amber Bahler to present the work and recommendations of the Ad-Hoc Street Improvement and Funding Committee.

Committee Chair Amber Bahler shared the Ad-Hoc Street Improvement and Funding Committee background, vision, objective and recommendations, attached as Exhibit A.

Council comment and discussion included:

- Expressed appreciation to the committee, citizens, Staff and Council for time and dedication to seeking solutions.
- Recapped history regarding lack of funding to improve street quality.
- Expressed need to communicate accountability that funding is dedicated to street improvement.
- Discussed how electric vehicles have impacted revenue.

Public Works and Development Director Faye Stewart shared information regarding the elections calendar and deadlines if Council chooses to propose funding measures on the ballot.

Council asked if Staff time could be used for community education and outreach.

Public Works and Development Director shared that once a measure is placed on a ballot, Staff involvement could only be to provide factual information.

City Manager Mike Sauerwein reiterated the role of City Staff would be to educate, not advocate. He encouraged an independent oversight committee in order to create accountability and credibility for the process.

(d) Concerns from Council

Council reports, comments and discussion included:

Councilor Ervin expressed concern regarding the state of the budget and questioned what budget allocations and implications there would be for a fully staffed police department and how that relates to accomplishing Council Goals. He requested more information and discussions to take place prior to Budget Committee meetings in order to have a better understanding.

Councilor Dreher shared information from the League of Oregon Cities, General Government Policy Committee meeting. She shared some of the topics discussed and ones that will be discussed going forward including, recreational immunity, Measure 110, signing bonuses, recall reform and zoom bombing.

Councilor Stinnett asked if Councilor Ervin's concerns are specific only to the budgeting and staffing of the Police Department. Councilor Ervin responded that the Police Department is his primary focus and where he would like a better understanding.

Councilor Stinnett expressed concern with how the Police and Municipal Court work together to hold people accountable and what justice looks like in our community without a jail.

Mayor Solesbee shared that she has been reviewing past meeting minutes regarding homelessness and encouraged the rest of Council to do so prior to the May 18th Work Session. She shared recent conversations with Chris McAllister from Carry it Forward regarding capacity at the Hwy 99 site, issues with citizens trespassing, the number of units needing repair or being used for storage and background of those staying at the various sites. She also provided information learned from conversations with Representative Conrad's office and Leann Knapp regarding funding for the Hwy 99 site.

BUSINESS FROM THE CITY MANAGER

(a) Report from City Manager

City Manager Mike Sauerwein responded to concerns regarding the Police Department budget and explained that the goal for the next fiscal year is to have a budget that fully funds a level of service that the citizens need and deserve.

Assistant City Manager Jake Boone shared details regarding a clean-up campaign that took place at the 12th Street designated camping site.

City Manager Mike Sauerwein thanked the volunteers for helping with the clean-up. He said the clean-up is one of the first steps to improve the sites and there are plans to have additional clean-ups prior to the May 18th Work Session.

Public Works and Development Director Faye Stewart reminded Council the need for a Work Session at 6:00 pm prior to the April 22, 2024 regular City Council meeting. Council confirmed ability to attend.

Public Works and Development Director reminded Council that the last meeting in May falls on Memorial Day and asked if they would like to cancel the meeting or reschedule it.

Discussion was held regarding pending Agenda items that may need to be addressed.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO MOVE THE CITY COUNCIL MEETING SCHEDULED FOR MAY 27TH TO TUESDAY, MAY 28, 2024.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X		X	X
NAYS							
ABSTAIN							

Motion carried.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

City Attorney Carrie Connelly expressed appreciation to Council for sharing discussions from the Friday Agenda Session.

City Attorney announced that she will be able to attend the Work Session on May 18th.

City Attorney shared that the Oregon Government Ethics Commission’s (OGEC) required training for public officials is not yet available and it is anticipated to be available mid to late summer.

City Attorney offered assistance for items related to the Ad-Hoc Street Improvement and Funding Committee, specifically with a Transportation Utility Fee and advice regarding allowances of elected officials to campaign on measures, while Staff provides neutral non-advocacy material.

Discussion was held regarding OGEC governing public meetings.

ITEMS REMOVED FROM THE CONSENT AGENDA

None.

ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 8:29 pm.

The next regular City Council Meeting will be held April 22, 2024 at 7:00 pm in the Council Chambers at City Hall.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor

Cottage Grove Ad-Hoc Street Improvement and Funding Committee



To: Cottage Grove City Council, Cottage Grove, Oregon
From: Ad-Hoc Street Improvement and Funding Committee
Date: April 2, 2024
Re: Street Funding Recommendations

Dear Cottage Grove City Council,

On May 8, 2023 the City Council approved Resolution # 2095 creating the Ad-Hoc Street Improvement and Funding Committee. The Committee, comprised of City Councilors, the Mayor and local citizens, with support from City staff, reviewed the current street improvement needs, reviewed the available funding in the City's approved budget, reviewed the available funding mechanisms to generate street funding, gathered input from the public, and are now making recommendations to the Council. Our last update to the Council was on August 14th, 2023 at which time we asked for additional time to formulate the recommendations to the Council.

Since May 2023, we've had 9 committee meetings, 7 presentations to local organizations, 2 Beeper Shows, a Town Hall and a few local news articles. We identified the funding gap between our current PCI of 55.4 (Low Fair) to our ideal PCI level of 72 (Good), which not accounting for inflation is a \$35M backlog or \$3.5M per year over a 10-year period. The committee's Vision and Objectives were:

- **Vision:** Improve the quality of our streets through a fair and equitable use of funding means that improves and maintains the City streets to a PCI rating of 72 (good quality rating), with a priority on arterials and collectors, for the long-term improvement of property values and livability in Cottage Grove.
- **Objective:** To research and recommend an acceptable source of funding to the community and stakeholders that will supply the funds for the necessary street improvements. The goal is to support a level quality of 70 in the street Pavement Condition Index (PCI) for the arterial and collector roads.

On behalf of the Ad-Hoc Street Improvement and Funding Committee, we propose the following recommendations in alignment with our Vision and Objectives as stated above:

- Submit to the voters a \$.06 City gas tax increase to fund street improvements; this would take our \$.03 City gas tax up to \$.09.
- Submit to the voters a \$.50 per \$1,000 of assessed property value via a 5-year bond measure dedicated to street repairs.
- Promote and support Limited Improvement Districts for local residential street improvements.
- Enact, upon guidance from Legal Counsel, via Council a limited Transportation Utility Fee specifically for repairs on roads such as Gateway, where heavy truck traffic is a significant factor in road wear.
- Collaborate with State Legislative Representatives to sponsor a bill enabling the formation of Transportation Improvement Districts. These districts would charge a yearly use fee collected at the time of vehicle registration or tag renewal, providing a sustainable revenue stream for ongoing street maintenance.
- Continue pursuit of grants that would improve Cottage Grove roads.
- Partner with LTD to find ways to coordinate efforts to improve roads or offset wear from LTD buses.

- Investigate a provision requiring developers to contribute to the cost of repairing damage to the road system caused by heavy hauling associated with City development projects.
- Create an oversight committee tasked with reviewing revenue and expenditures of the street fund, reporting at a minimum of annually to City/District residents to ensure transparency and accountability.
- Commit to significant outreach and education efforts before presenting these measures to voters in the November 2024 election, ensuring residents are informed and engaged in the decision-making process.

These measures aim to address the urgent need for street improvements in our community and ensure the long-term sustainability of our City's road infrastructure.

Sincerely,
Ad-Hoc Street Improvement and Funding Committee