

COTTAGE GROVE CITY COUNCIL
VIRTUAL MEETING MINUTES
APRIL 12, 2021

CALL TO ORDER

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

ROLL CALL

City Recorder Trudy Borrevik called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Jeff Gowing and Councilors Kenneth Michael Roberts, Chalice Savage and Greg Ervin

PRESENT VIA GOTOMEETING: Councilors Jon Stinnett, Mike Fleck and Candace Solesbee

COUNCIL ABSENT:

STAFF PRESENT IN THE COUNCIL CHAMBERS: Police Chief Scott Shepherd, City Recorder Trudy Borrevik
Finance Director Roberta Likens and Assistant to the City Manager Jake Boone

STAFF PRESENT VIA GOTOMEETING: City Manager Richard Meyers, Public Works & Development Director Faye Stewart, City Planner Amanda Ferguson, Assistant Planner Eric Mongan and City Engineer Ron Bradsby

CITY ATTORNEY:

MEDIA PRESENT: Cameron Reiten, KNND Radio
Damien Sherwood, The Sentinel

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Bruce Kelsh, 78340 Halderman Road, Cottage Grove, commented about the Community Warming Shelter, provided some statistics and said it was a successful pilot program. He thanked the City, Community Sharing, Staff and Volunteers for making it happen during the pandemic.

He encouraged the City to look at transitional housing. He said the City and County had invested in the current site and pallet shelters and suggested that there be a discussion to determine how best to use the shelters to help those who are unhoused and in need of support for their transition to a better life.

Mayor Gowing read a written submission from Ed Reiman. "I would like to submit the idea of a speed limit of 25 MPH inside the City limits of Cottage Grove. We now have a hodge-podge of 25 MPH here and 35 MPH there ... sometimes in CLEARLY congested (like Coiner Pk and Main, and in front of "fast food row"), business and pedestrian areas.

A city-wide 25 MPH limit (enforced) would be less confusing for everyone; Police, our citizens and visitors alike ... and would make Cottage Grove SAFER.

PUBLIC HEARINGS

None

CONSENT AGENDA

- (a) Approval of March 5, 2021 Agenda Session Minutes
- (b) Approval of March 19, 2021 Agenda Session Minutes
- (c) Approval of March 22, 2021 Council Meeting Minutes
- (d) Library Week Proclamation
- (e) Arbor Month Proclamation
- (f) New Limited On-Premises Liquor License Application for Bartolotti's, 603 E. Main Street

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

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

RESOLUTIONS AND ORDINANCES

- (a) Ordinance Amending City of Cottage Grove Municipal Code Title 18, Regarding Annexation Standards and Procedures, to Allow Extraterritorial Connections

Public Works & Development Director Faye Stewart read his Memorandum. He said if the Council elected to adopt Ordinance 1, it could be adopted tonight as it had been available for

more than one week. He said if Council elected to adopt Ordinance 2, staff would need to give notice to DLCD and it would be scheduled for a hearing before the Planning Commission. He said it was staff's recommendation for Council to consider which Ordinance to adopt.

City Manager Richard Meyers said at the Agenda Session there was a question regarding the consent to annex exhibit and said it was the same exhibit for both Ordinances and was attached at the end of Ordinance 2.

Councilor Fleck said Councilor Ervin had brought up the question at Agenda Session if the two ordinances could be combined so that requests for outside the UGB would go through the DLCD and requests for lands inside the UGB would go through the Council. He asked if the City's legal counsel had been consulted to see if that were possible.

Faye said he wasn't able to connect with legal counsel before the meeting tonight.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN THAT COUNCIL ADOPT ORDINANCE NO. 3139 AND THAT COUNCIL PURSUE IN THE FUTURE A PROCESS FOR OUTSIDE THE URBAN GROWTH BOUNDARY.

Councilor Ervin reiterated that he would like to see Ordinance 2 option available. He asked with Ordinance 2 whose discretion it was to grant an application.

Faye said Ordinance 2 was for connections outside the UGB and Ordinance 1 was for connections between City limits and the UGB. He said Ordinance 2 would be treated as a land use decision and if it met the criteria the application would be processed, notice would be given to DLCD, following by a hearing before the Planning Commission and ultimately a final hearing and decision by the City Council.

Councilor Ervin said he heard hesitation from Councilor Fleck and asked if he could speak to that.

Councilor Fleck said State law with LCDC and Senate Bill 100 which created the land use process, was to reduce urban sprawl. He said it protected farm land and forest as part of that and the whole thing about reducing sprawl was that the City was limited under the law to go outside the UGB and there were exceptions which he assumed were laid out under State rules. He thought the risk was that if the City decided to outside the UGB and someone challenged it, because of the State rules, the City would have to defend the exception and that was why he was somewhat reluctant unless there was a really urgent need.

Councilor Savage asked if it was correct that there had only been one application for outside the UGB in the last four years.

Faye said in the four years he had been with the City, there had only been one request to connect outside the UGB.

City Engineer Ron Bradsby said it wasn't in the last four years, however the City had received requests from homes on Gowdyville Road and several in the Mountain View area. He said the City had followed the rules laid out by the State.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Gowing announced Ordinance No. 3139 had been adopted.

(b) An Application for Multiple-Unit Property Tax Exemption (MUPTE) Program for SquareOne Village

Assistant City Planner Eric Mongan read his Memorandum.

Bruce Kelsh, 78340 Halderman Road, Cottage Grove, spoke in favor of Council adopting Resolution #1 as it had a larger tax relief and lower impact on Cottage Grove residents. He provided his comments and concerns about MUPTE and how it affected their project. He talked about the existing structure on the property and blight issues they've had and their intentions moving forward. He talked about LIRPTE and the difference between it and MUPTE. He talked about a housing study that showed housing was needed at all levels in Cottage Grove. He said there was more work to be done to encourage and support low income housing, which was an investment in the citizens and the community. He thanked the City and Council for their support of Cottage Village.

Aislinn Blackstone, 1414 E Madison, Cottage Grove, spoke as a resident of Cottage Village and talked about how her life had been changed since moving into her residence at Cottage Village. She talked about the other residents and their backgrounds and how they supported each other. She talked about the community garden they were working on and the trees they had planted. She encouraged the Council to approve the MUPTE so rents wouldn't have to be increased and half of the residents wouldn't have to move.

Dan Bryant, Executive Director of SquareOne Villages, 1280 Butte Lane, Eugene, spoke in support of Cottage Village and the approval of MUPTE. He said he got a little emotional listening to Aislinn Blackstone speak and said she was precisely why they were working on affordable housing. He spoke about the Cottage Village project and issues between the project in Eugene and how they assumed they could do things similar in Cottage Grove. He talked about the fund raising and costs for the project and the City providing assistance with SDC charges. He outlined differences between MUPTE and LIRPTE and said they hoped to work with the City in develop a program like LIRPTE in the future for Cottage Grove. He talked about the benefit of affordable housing to Cottage Grove.

Christopher Jarvis, 1424 E. Madison Avenue, Cottage Grove, spoke as a resident of Cottage Village and about opportunity and democracy. He talked about shelter and the feeling of security and talked about his experience living at Cottage Village and said they were a tight community.

Councilor Ervin thanked everyone who spoke and shared their experience and desires. He asked about Section 3.10.020 Eligible Property and the criteria to meet minimum eligibility requirements and said he didn't see if it meant any one of the criteria, as he understood the MUPTE application to indicate that it met all the criteria. He said the revised application was making the case as he understood it that because it met Item B that it now qualified. He agreed that MUPTE wasn't the proper tool to achieve the outcome SquareOne Villages was looking for and he felt it was the Council's responsibility to make sure the City was properly using the tool that was adopted. He felt the City needed to look at other tools that could support the community. He said he was tempted to make an emotional decision that would violate the terms of the ordinance just to appease an outcome and didn't think that was the proper or responsibility way to do it. He said he would generally support the first resolution. He talked about dealing with two tax lots.

Eric said the exhibits for the resolutions showed a map of the property and for the second resolution he shaded out the portion of the entire tax lot where the existing structure was located. He said it was one tax lot and said the first MUPTE Council approved for the Rogers had an existing commercial structure which wasn't included in the MUPTE.

Councilor Ervin asked if the first resolution kept the existing taxable structure of the building as it was when the property was purchased and only abating taxes on the improvements.

Eric said he believed it would take all the improvement value if Council approved the first resolution and it would be anything that wasn't the land value.

Councilor Savage said as she understood MUPTE it was to take what was currently existing and freeze the taxes at that level for ten years and what was existing was an empty lot with a rundown house. She said with the last MUPTE application what was being requested was the property taxes to be frozen at the land value and did not include the house. She commented about blight and said that reading a 2016 report that talked about all the issues with the existing house changed her mind. She talked about freezing the taxes at \$3,000 which was what they were at before any improvements. She said she supported MUPTE for the project, but encouraged the City to have conversations about LIRPTE which she said was a better fit for Cottage Village.

Councilor Fleck said he agreed with previous comments made by Councilor Ervin about the existing structure. He said Bruce and Dan made a good point that MUPTE wasn't the ideal tool for the project, however he believed that it was meant to build housing to address shortage and the revision for the first resolution which included all the improved property, he accepted that it was a blighted property and redevelopment under the Code. He said when it was initially discussed, it was not a consideration that he had undertaken and was grateful it was brought back with more clarification. He said he supported the first resolution which granted all the improvements, including the existing structure. He said he had spoken with the City Manager

and Mayor about creating a committee with all stakeholders to look into affordable housing.

Councilor Roberts said he agreed with Councilor Fleck and was in favor of the first resolution. He said he had watched the project from the beginning and the lead builder could handle the remodel of the existing structure to create an apartment.

Mayor Gowing said he was supporting the first resolution.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS THAT COUNCIL ADOPT THE FIRST RESOLUTION AS RESOLUTION NO. 2039.

Councilor Ervin said he needed more clarity on blighted properties. He said there was agreement that there was no definition for blighted in the ordinance, however there was one in the Oregon Revised Statutes that was quite long. He asked if it were being said that if there was a blighted property it had no taxable value or was there some pre-existing taxable value on the current structure. He said what value other than saying it provided a public benefit taking care of blighted property, what effect it had.

Eric explained that the definition he used from Google for blighted was to bring down and said the blight was being reversed in this situation by adding a new roof, new windows, siding, etc. to bring up which was a public benefit to the property owners in the area. He said in this situation it was an opportunity, as vaguely listed in the code, a way to incorporate that in order to bring more housing as another benefit of the program.

Councilor Ervin asked if it could also be said there was a public benefit of public space in the same building.

Eric said that was correct.

Councilor Ervin said he was still confused as to why it was being focused on blighted and what effect it was actually having, if and how that somehow changed the reading of the resolution.

Eric said it wasn't known before but it was now on what the intent of the applicant was regarding the existing structure. He said instead of it being a component of pre-existing it was part of the development in that it was getting a new look and use.

Councilor Ervin commented that a tax assessor had at some point assessed the tax value on the property before it was purchased. He asked in the motion, was it being said that taxes wouldn't be collected on the original assessed value based on the City's determination. He wondered if the more appropriate way to do it would be to ask to have the property reassessed as a blighted property that was no value. He said the MUPTE as he understood it was only to look at the improved values. He said it seemed to him that the entire equation was being erased.

Eric commented that tax statements sent out by the County were itemized for land, buildings, etc. He said the assessor would take the improvement line item with the addition of the 13 cottages

and the final improvements to the existing structure would become subject to that abatement. He said the remaining portion would be the land value tax for ten years which increased at three percent each year.

Councilor Fleck commented that he changed his position about the existing structure being included in the MUPTE when additional information was submitted advising that it would have an added rental along with the common area.

Councilor Ervin commented that he hoped the City would be consistent with future applications.

Councilor Stinnett thanked everyone who spoke. He said he had concerns similar to Councilor Ervin however he supported the project and what it was doing for the community. He said he would support the motion and explained why.

Councilor Solesbee said she supported what other Councilors had said, however she had concerns about setting a precedence. She said she was concerned about how it was being distinguished between what was existing and what was improvement and how it all tied together. She said emotionally she understood why the City would support it, but she definitely had questions. She said she supported affordable housing, she had questions.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Gowing announced Resolution No. 2039 had been adopted.

- (c) An Application for Multiple-Unit Property Tax Exemption (MUPTE) Program for Hi-Valley Development Corporation

Councilor Savage announced she had an actual conflict of interest and recused herself and left the Council Chambers.

Assistant City Planner Eric Mongan read his Memorandum to Council.

Councilor Fleck said he was excited to see the number of units being built and the housing needs analysis showed the City needed 69 units a year for the next twenty years to catch and keep up and said the development was 120 units.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SOLESBEE THAT RESOLUTION NO. 2040 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES		X		X	X	X	X
NAYS	X						
ABSTAIN			Recused				

Mayor Gowing announced Resolution No. 2040 had been adopted.

(d) Resolution Establishing Appropriations Within the General Fund for the Expenditure of an Unforeseen Specific Purpose Grant from Travel Oregon

Finance Director Roberta Likens said the City had been awarded a grant in the amount of \$30,000 from Travel Oregon through the Destination Ready Program. She said the grant was to be used specifically for the creation of three outdoor public parklets within the public right of way of Main Street and the Downtown Cottage Grove Historic District. She said in order for the City to spend the money, the City must comply with the requirements of Local Budget Law and adopt a resolution establishing appropriations for the use of the grant funds. She said it was staff's recommendation that Council adopt the resolution.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS THAT COUNCIL ADOPT RESOLUTION NO. 2041

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Gowing announced Resolution No. 2041 had been adopted.

(e) Police Department Policy Resolution

Police Chief Scott Shepherd said the Police Department Policy and Procedure Manual Section 10-4 addressed the employment of spouses and relatives related to job classifications where one employee may be responsible for supervising a spouse or relative, which were outlined in his Memorandum to Council. He explained the reason for the amendment. He said the resolution amended Section 10-4 to allow Sergeants to directly supervise a relative or member of their household as outlined in Exhibit A of the resolution.

Councilor Ervin asked if there were other police departments in the area that had adopted a similar policy.

Chief Shepherd said he didn't know specifically of policies but he knew there were relatives or household members that were supervised by certain groups of supervisory entities within other departments. He said staff didn't believe there would be any conflicts.

Councilor Fleck said he was going to support the amendment as he knew under Scott's leadership that there wouldn't be any problems.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SOLESBEE THAT COUNCIL ADOPT RESOLUTION NO. 2042.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Gowing announced Resolution No. 2042 had been adopted.

(f) Adoption of the FCS Group Five Year Utility Rate Financial Plan

Public Works & Development Director Faye Stewart read his Memorandum. He introduced John Ghilarducci from FCS Group who he said would present the changes to the proposed rates.

John Ghilarducci provided a PowerPoint presentation attached hereto and marked Exhibit "A". He said it was similar to the one presented on February 22, 2021, however the focus was on the new scenario for wastewater.

Councilor Fleck said a \$2.00 savings had been discussed over three or five years, however the projects being delayed were only going to get more expensive in the future. He said the \$2.00 that would be paid now would turn into \$5.00 or \$6.00 with delaying projects. He asked John if he could explain what the increased costs would be down the road that were being delayed.

John said he couldn't provide numbers tonight but could provide them to Council at a later date. He said he was explaining exactly what the tradeoff would be by spreading the impacts over and pushing out the capital projects there would likely be a greater expense to the City in the long run. He said the City would incur a little more debt in order to get the rates down to the 8% increases, there would be interest costs associated with that debt.

Councilor Fleck asked Council if the resolution should be adopted and move forward with what was proposed or if Council should go back to the original plan. He talked about kicking the can

down the road and said part of the reason the City was in the situation it was because rates had been kept low for years and repairs to the systems and projects weren't completed. He said he would support it however he would much rather bite the bullet and get the projects done that were planned.

Mayor Gowing said he agreed and didn't want future Councils to say the same thing the current Council is saying.

Councilor Savage said not everyone could afford increases in rates and she was thinking outside the box and asked about offering incentives depending on an income and provided some examples.

Councilor Ervin said he supported the first proposal provided to Council. He said taking responsibility for what it actually cost lowered the overall cost in the future. He said he wasn't trying to sound cold, however costs increased and at some point some people wouldn't be able to afford certain things and hard choices had to be made. He said we all faced those things for whatever circumstance but it didn't justify being irresponsible right now and passing off the burden to future generations. He thanked staff for looking at ways to be innovative with projects.

Councilor Roberts said the average increase at 8% was \$4.30 and asked what it would be at 12%. He said paying an addition \$2.00 now would save a lot of money in the future. He said he was against it in the beginning however after listening to the City Manager on the Beeper and reading information, he was beginning to agree that it should be 12%.

City Manager Richard Meyers said it would be \$6.44.

Councilor Stinnett confirmed that the original proposal was 12% a year for three years and the City was proposing to take on additional debt to lower the percentages to 8%, 8% and 5%.

Faye said it was also to push some projects out and said most of the projects were sewer main repairs and infrastructure repairs to the collection system.

Councilor Stinnett said taking on the debt didn't necessarily entail a mandatory increase after the three years, the City was recognizing the pitfalls possible in delaying projects.

Richard said it was important to note that the debt being incurred was \$2.2M as compared in the first scenario of \$1.7M. He said there was already a \$300,000 increase in cost because it was put off.

Councilor Solesbee said the comment was made about kicking the can down the road. She said personally after being on Council for only two years, felt like that right now. She said she wasn't in favor of passing it on to future Councils and thought it was the prudent thing to do to raise to 12%.

Councilor Stinnett said he hoped the City and Council could provide some outreach and explanation to the community regarding the water system and costs to provide the service and

the need for increases, recognizing it was a hardship for a lot of people.

Mayor Gowing said Richard had offered on the Beeper Show today that he would be willing to take groups and entities on tours of the Water and Wastewater Treatment Plants.

Councilor Solesbee thought it would be helpful to the citizens if it could be clarified that the \$2.00 difference in increases and how much of the difference it would make in the City payout over all.

Richard said it sounded like the Council may want to amend the resolution provided and that the references in the last WHEREAS and in the NOW, THEREFORE... paragraphs needed to be changed from April 12, 2021 to February 22, 2021.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS THAT COUNCIL AMEND THE RESOLUTION TO CHANGE THE DATE OF THE UTILITY RATE STUDY AND FIVE-YEAR FINANCIAL PLAN FROM APRIL 12, 2021 TO FEBRUARY 22, 2021 IN THE LAST WHEREAS AND NOW, THEREFORE, PARAGRAPHS AND ADOPT RESOLUTION NO. 2043 AS AMENDED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Gowing announced Resolution No. 2043 had been adopted as amended.

BUSINESS FROM THE CITY COUNCIL

(a) Update on Cottage Grove Area Transit Development Plan Project

City Planner Amanda Ferguson introduced Kelly Clarke, LCOG Project Manager and Consultant. She said the City had received a Transportation and Improvement Fund Grant last year to do a Transit Development Plan for the Cottage Grove Area.

Kelly said that Rachel Dorfman and Syd Shoaf from LCOG were also present. She gave a PowerPoint presentation which is attached hereto and marked Exhibit "A".

Councilor Fleck asked for background on how the plan fit in with the Transportation and Comprehensive Plan. He asked what the relationship was between the plans.

Amanda said she and Ruth Linoz had applied for the grant at the direction of Mark Bernard with ODOT who advised the City needed to have a transit development plan in order to continue to

apply for State transportation improvement funds and transit funds. She said in order to access those funding sources, which was the financial pool that funded most of South Lane Wheels' programs through including LTD's to fund Mobility on Demand, the City needed to have a local plan. She said the plan process followed ODOT's requirements which was why it was a five year plan and didn't follow our normal Transportation System Plan which was a twenty year plan. She said it wouldn't be adopted as a subset of the City's Transportation System Plan, it was a separate document that was used as a source of potential projects for capital improvement programs and other grants in the future. She said the City would incorporate some of the applicable comments into the upcoming Bicycle and Pedestrian Master Plan that staff will begin working on this summer.

(b) Vision Keeper Appointments

City Manager Richard Meyers said Council appointed Shauna Neigh to the Vision Keepers Committee as the representative for the Chamber of Commerce at the February 5, 2021 Council meeting. He said the expiration date was incorrect and that it should be December 31, 2021 instead of December 31, 2022. He said lead partner Peace Health Cottage Grove Community Medical Center has nominated Ana Marie Dudley as their representative on the Vision Keeper Committee with a term to expire December 31, 2022. He also said that Chalice Savage was being recommended for appointment as the other Council Representative on Vision Keepers. He said staff was recommending that Council change the expiration date for Shauna Neigh to December 31, 2021, appoint Ana Marie Dudley as the representative for Peace Health Cottage Grove Community Medical Center with a term to expire December 31, 2022 and appoint Chalice Savage as a Council Representative with a term to expire December 31, 2021.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR ROBERTS THAT THE EXPIRATION TERM FOR SHAUNA NEIGH, CHAMBER OF COMMERCE BE CHANGED TO DECEMBER 31, 2021, THAT ANA MARIE DUDLEY BE APPOINTED AS THE REPRESENTATIVE FOR PEACE HEALTH COTTAGE GROVE COMMUNITY MEDICAL CENTER WITH A TERM TO EXPIRE DECEMBER 31, 2022 AND CHALICE SAVAGE BE APPOINTED AS A COUNCIL REPRESENTATIVE WITH A TERM TO EXPIRE DECEMBER 31, 2021.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(c) City Council Subcommittee and Liaison Appointments

City Manager Richard Meyers said in January the Council approved the appointments of members of Council to various subcommittees and liaison positions and at that time the Ward I

Council position had not been filled. He said the Mayor was recommending that Councilor Savage be appointed as the alternate for the Chamber of Commerce and the Vision Keepers.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SOLESBEE THAT COUNCIL APPROVE THE APPOINTMENT OF CHALICE SAVAGE TO THE VISION KEEPERS COMMITTEE AND THE ALTERNATE FOR THE CHAMBER OF COMMERCE.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Stinnett	Councilor Savage	Councilor Fleck	Councilor Solesbee	Councilor Ervin	Mayor Gowing
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(d) Budget Committee Recruitment

Finance Director Roberta Likens said there was one vacancy on the Budget Committee with the appointment of Chalice Savage to the City Council. She said the unexpired term expired December 31, 2023. She said the deadline to submit applications was April 16, 2021 at 5:00 pm. She said it was staff's recommendation that Council appoint a three member subcommittee to review and consider the applications received and interview applicants.

Mayor Gowing appointed Councilors Fleck, Savage and Ervin to the subcommittee with Councilor Ervin as the Chair.

(e) Work Session/Goal Setting

City Manager Richard Meyers said Council had discussed having another Saturday Work Session however it was going to be difficult to find an available Saturday prior to Budget Meetings. He proposed to Council that a Work Session be scheduled before the April 26, 2021 meeting at 6:00 pm and staff will provide to Council an abbreviated goal list to review.

Councilor Stinnett asked what the agenda looked like for April 26th.

Richard said it was milder than it had been in the last several months.

Council agreed to the scheduling of a Work Session on April 26, 2021 at 6:00 pm.

(f) Concerns from Council

Councilor Ervin provided an update on the Lane Economic Committee meeting from today. He said Richard and Faye were both present and Richard had done a presentation on the fiber network. One member who dealt with broadband said Cottage Grove was "geniusly poised."

He gave kudos to the City for being in a position in terms of fiber connection. He said the Small Business Association had funds and wanted to be the point of contact to match needs with solutions.

Councilor Ervin commented about a couple of young children who were moving from Cottage Grove due to perceived downgrade and livability of their home with a new development going in by their house. He said it got him thinking and he would be in favor of an advisory committee to discuss affordability and livability in Cottage Grove.

Councilor Roberts said he would be interested in having a Work Session to review the MUPTE program now that several have been approved.

Councilor Roberts commented about Bruce Kelsh's comments on the Warming Shelter and said he would like to see it turned into transitional housing.

Councilor Roberts talked about the progress of the Buster Keaton Mural Committee and said they had raised \$7500 and he just ordered t-shirts to sell. He said there was a mistake in the newspaper that made it look like he had written a grant for the mural, however he said Amanda Ferguson had written the grant.

Councilor Roberts talked about his upcoming downtown clean-up.

Councilor Fleck thanked Bruce Kelsh for his comments on the Community Warming Shelter.

Mayor Gowing said he and Faye had recently met with Rick Hamm from Wildish at the 8th and Taylor intersection to discuss the issues.

BUSINESS FROM THE CITY MANAGER

(a) Local Foods, Local Places Community Action Plan Update

City Planner Amanda Ferguson said the City had been chosen in 2019 as one of sixteen communities to become a Local Foods, Local Places Community by the U.S. Environmental Protection Agency (EPA). She said Cottage Grove was the first City in Oregon to be chosen to participate in the program. She spoke about the program and its purpose. She provided a PowerPoint presentation which is attached hereto and marked Exhibit "B". She said an action plan was available for Council review which was on the City's website. She said she also had printed copies if Council was interested.

(b) Report from City Manager

City Manager Richard Meyers reminded Council that the Statement of Economic Interest Reports were due April 15, 2021.

Richard said the deadline for the If I Were Mayor Contest was Friday, April 16, 2021.

Richard said vaccinations were being held at Bohemia Park on Fridays and if anyone wanted to schedule an appointment to contact Teresa or Jessica at the Community Center.

Richard said this week or early next week there would be an announcement from Community Lending Works for small business utility assistance.

Richard talked about transitional housing and said the City wasn't interested and not willing to use the pallet shelters for transitional housing. He said they were meant for and built for emergency housing situations. He said they wouldn't be good housing for a permanent transitional housing arrangement. He said the City was in discussions with SquareOne and the County to find funding sources for transitional housing.

Councilor Roberts asked about the status of the streateries and when they would be installed.

Richard said staff would be working on them soon. He said the Axe & Fiddle one had to be modified to fit in the location on 7th Street.

Mayor Gowing reminded Council of Business After Hours at 5:30 pm at the Aviation Museum on Thursday.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None.

ADJOURNMENT

There being no further business, Mayor Gowing adjourned the regular meeting of the City Council at 9:35 pm.

The next regular City Council Meeting will be held April 26, 2021, at 7:00 p.m. in the Council Chambers at City Hall.

Trudy Borrevik, City Recorder

Jeffrey D. Gowing, Mayor

Cottage Grove Area Transit Development Plan

Cottage Grove City Council Presentation

Exhibit "A"– Page 1

Monday, April 12, 2021



Project Team

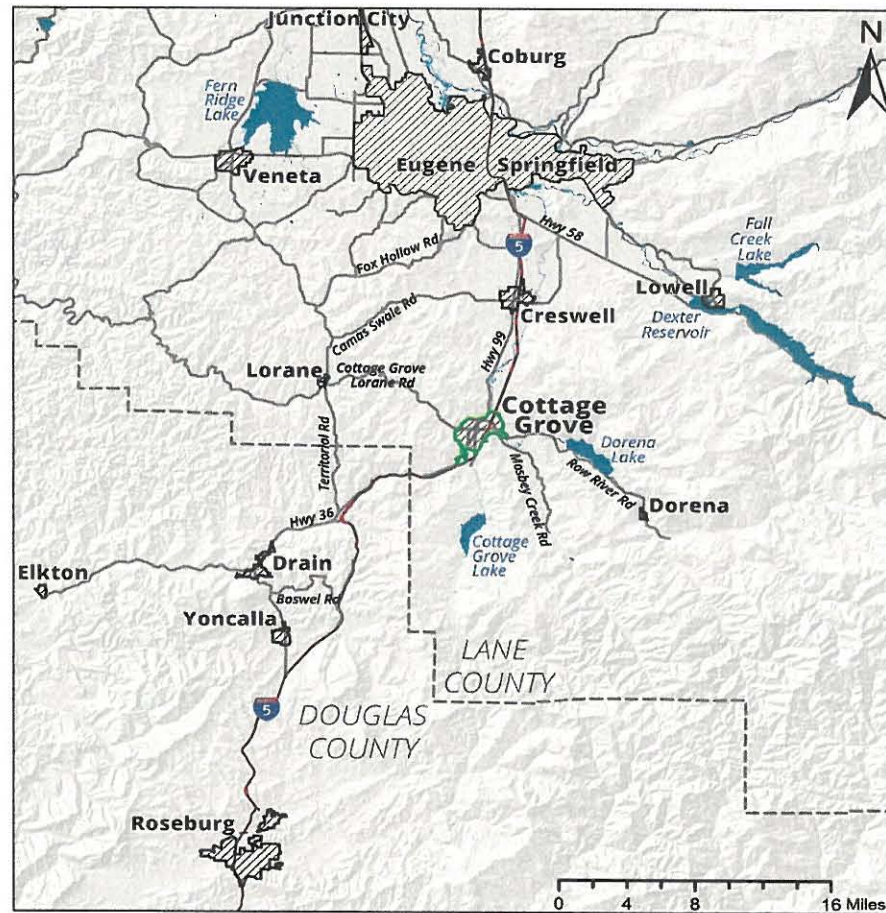
	Name	Affiliation
Project Management Team (PMT)	Amanda Ferguson	City of Cottage Grove
	Jennifer Boardman	Oregon Department of Transportation
	Mark Bernard	Oregon Department of Transportation
	Kelly Clarke	Lane Council of Governments
	Rachel Dorfman	Lane Council of Governments
	Syd Shoaf	Lane Council of Governments
	Paul Thompson	Lane Council of Governments
	Ruth Linoz	South Lane Wheels
Advisory Committee (AC)	Greg Ervin	City of Cottage Grove Councilor
	Ashley Rigel	City of Cottage Grove Planning Commission
	Emma McDonald	City of Cottage Grove Youth Advisory Committee
	Maddie Phillips	City of Creswell
	Michelle Amberg	City of Creswell
	Shauna Neigh	Cottage Grove Chamber of Commerce
	Sasha Vartanian	Lane County
	Andrew Martin	Lane Transit District
	Jennifer Bragg	North Douglas Betterment
	Patrick McDaniel	South Lane Mental Health
	Theresa Bichsel	South Lane School District
	Suzanne Huebner-Sannes	South Lane Wheels Board
	Mike Baker	Umpqua Transit District

Project Purpose, Goals, and Funding

- **Purpose:** A Transit Development Plan (TDP) is a master plan that supports and guides decisions about service improvements and investments, evaluates impacts of community growth, strengthens coordination with the public and community partners, and strategizes future funding opportunities.
- **Project Goals:**
 - Define the role of public transportation in the community
 - Identify Cottage Grove Area transportation needs
 - Guide public transportation growth
- **Funding:** Statewide Transportation Improvement Funds (STIF)

Cottage Grove Area TDP Travelshed

Exhibit "A" – Page 4



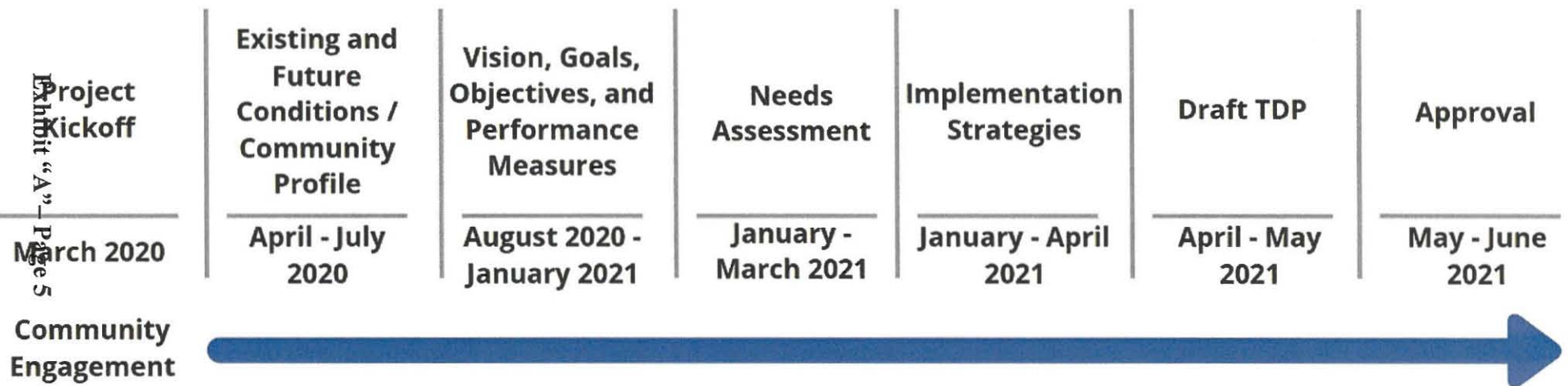
Cottage Grove Area Transit Development Plan Larger Travelshed

The information on this map was derived from digital databases on Lane Council of Governments' regional geographic information system. Care was taken in the creation of this map, but it is provided "as is". LCOG cannot accept any responsibility for errors, omissions, or positional accuracy in the digital data or the underlying records. There are no warranties, expressed or implied, accompanying this product. However, notification of any errors will be appreciated.

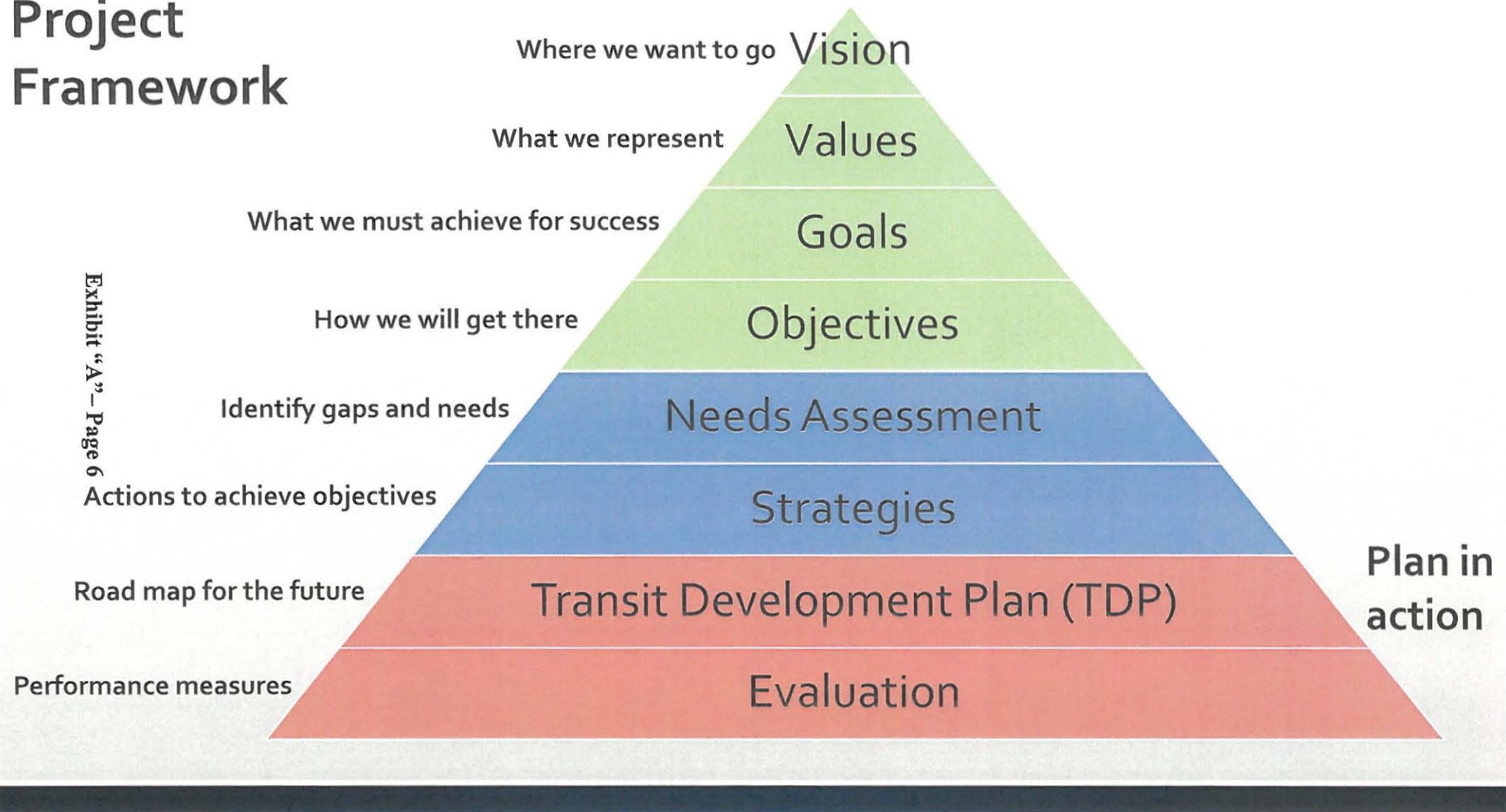
- Urban Growth Boundaries
- Unincorporated Community
- Bodies of Water
- County Boundary
- Interstate Highways
- Roads



Project Timeline



Project Framework



Public Participation

- Stakeholder Advisory Committee
- Project webpage
- Presentations to local committees/groups
- Water Bill Flyer
- Beeper Radio Show Interview
- Community survey – 196 responses (online and paper)

Vision Statement and Goals

- Transit Development Plan Vision Statement:

The Cottage Grove area has a regional transit system offering equitable, safe, resilient, and reliable local and regional connections.

- Transit Development Plan Goals:

1. Safety
2. Convenience
3. Reliability
4. Accessibility
5. Environmental Sustainability
6. Equity
7. Financial Stability
8. System Resilience

Assessment of Transit Needs

Transit needs, gaps and issues as articulated from three primary sources:

1. The Cottage Grove Area community and stakeholders
2. The Draft TDP Goals and Objectives
3. Analysis of the Cottage Grove Area's existing and future transportation, population, and land use conditions

Assessment of Transit Needs

Needs articulated are:

- ADA compliant vehicles and infrastructure for a growing and aging population
- Increase frequency of transit service so that it can be more reliably used for commuting, shopping, person needs, medical appointments, and education
- Increase collaboration with regional partners to provide regional coverage
- Expand weekday and weekend service hours in the morning and evening

Assessment of Transit Needs

Needs articulated are:

- Expand marketing and outreach efforts to raise public awareness about the services
- Physical, financial, and technological barriers to transit needs to be lowered, particularly for transit-dependent populations
- Public transportation needs to contribute more to enhance community and economic development
- Resiliency needs to be integrated into the system to absorb and respond to economic fluctuations, natural disasters, climate change and hazardous incidents

Assessment of Transit Needs

Needs articulated are:

- Since walking and biking are integral to the transit network, the City of Cottage Grove's Bicycle and Pedestrian Master Plan should cross-reference the TDP to better leverage funding opportunities to implement strategies serving all active transportation modes
- Increase staff and vehicle fleet to meet the community's transit needs
- Establish and track local performance measures with targets to help monitor progress over time and prioritize investments

Draft Implementation Strategies

- Implementation strategies are intended to address the assessment of needs.
- Proposed strategies are categorized into: Foundational Strategies, Services Strategies, Capital Strategies, and Management Strategies.
- Proposed strategies are associated with timeframes:
 - Short-Term = Less than 5 years
 - Medium-Term = 5-10 years
 - Long-Term = Over 10 years

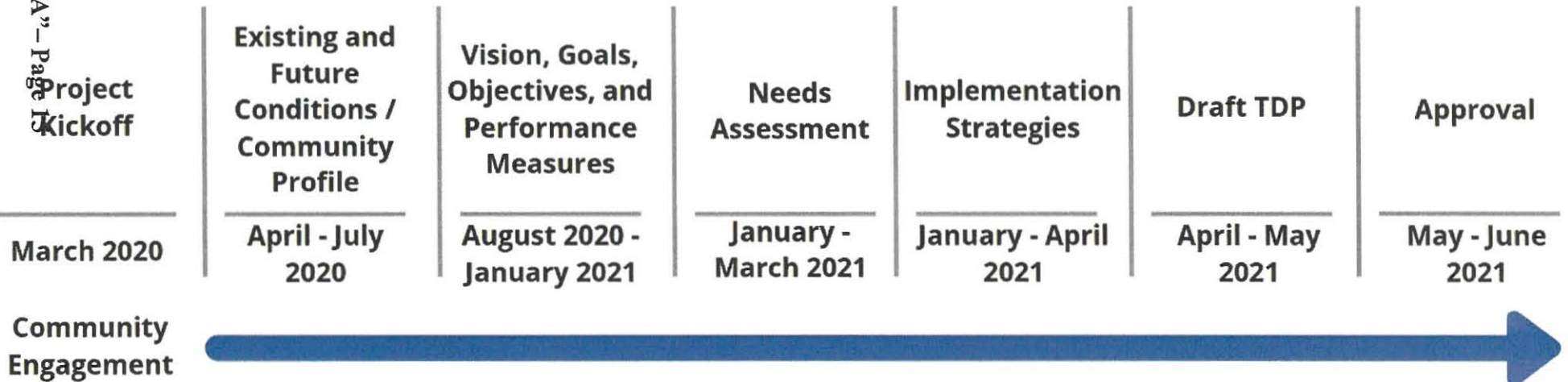
Example Implementation Strategies

- Form a TDP implementation team that will help carry out strategies and perform periodic assessments of the TDP
- Conduct a feasibility study for the development of a transit hub at the Row River Trailhead Park
- Pursue new funding sources for the Cottage Grove area transit system; consider service options that generate additional revenue
- Coordinate with the Lane Transit District to ensure continuity of the Mobility on Demand services after the pilot ends; explore feasibility for expansion beyond the LTD service boundary
- Expand service hours to include evenings and weekends in order to better serve local businesses, regional destinations, and community events
- Enhance marketing, education, and promotion efforts through print, online, and mobile platforms, e.g. through targeted Facebook ads, Google ads, etc.
- Coordinate with human services agencies serving adults, seniors, people with disabilities, and veterans to provide transit services meeting the needs of these members of our community

Next Steps

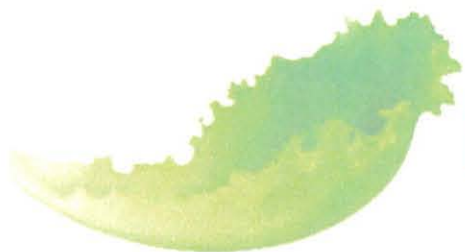
- Public review for the TDP Draft on Monday, April 26 through Monday, May 10 (2 weeks)
- Return to City Council on June 14th for draft review and acceptance

Exhibit "A" – Page 15



Thank you!

Questions?



LOCAL FOODS, LOCAL PLACES



United States
Environmental Protection
Agency

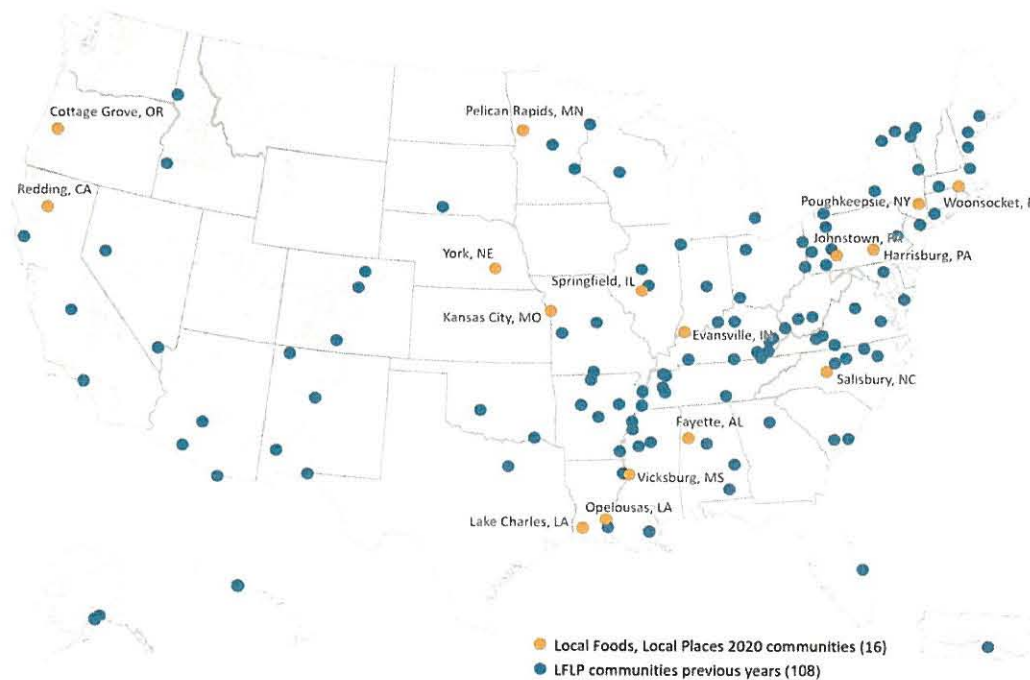


*A Program of the
U.S. Environmental Protection Agency and U.S. Department of
Agriculture*



LOCAL FOODS, LOCAL PLACES

In 2019, Cottage Grove was one of 16 communities chosen in the USA to become a Local Foods, Local Places Community.





LOCAL FOODS, LOCAL PLACES

Local Foods, Local Places helps cities and towns across the country protect the environment and human health by engaging with local partners to reinvest in existing neighborhoods as they develop local food systems. In 2020, the program was sponsored by the U.S. Environmental Protection Agency and the U.S. Department of Agriculture. Working with other federal and state partners, they provide support to communities nationwide who are seeking assistance in responding to the growing demand for local foods to:

Boost economic opportunities for local farmers and small businesses, and foster entrepreneurship.

Improve access to healthy, local food, particularly among disadvantaged groups with limited access to fresh fruits and vegetables.

Revitalize downtowns, main street districts, and traditional neighborhoods by supporting farmers markets, food hubs, community gardens, community kitchens, and other kinds of local food enterprises, and by providing people with safe, easy ways to reach those amenities, such as walking, biking, or taking transit.

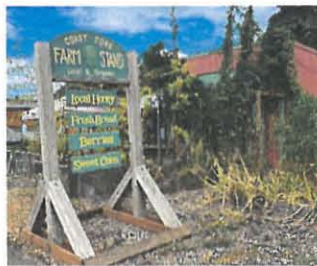


LOCAL FOODS, LOCAL PLACES



Local Foods, Local Places technical assistance involves a **two-day workshop** in each community that brings together federal and state agencies with local stakeholders to identify strategies for enhancing their communities through local foods.

Each workshop results in an **action plan** laying out specific steps the community can take to achieve its goals. These workshops make the connections between local food systems, place-based considerations, and community and economic development goals.





LOCAL FOODS, LOCAL PLACES

Cottage Grove's Virtual Workshop: November 5-6, 2020

Included a Virtual Tour of the community, Case Stories Sharing, Small Group Exercises, and Action Brainstorming around 4 main goals established by the local Steering Committee.

Overarching theme: Building a resilient local/regional food system.

Attended by:

Producers
Commercial kitchen
operators
Regional & local
government
Local produce markets

Local restaurants & breweries
Food Pantries
Educational representatives
Tourism & Economic Development agencies
Public Health & local non-profits
Farmers/Ranchers

LOCAL FOODS, LOCAL PLACES

ACTION PLAN GOAL #1:

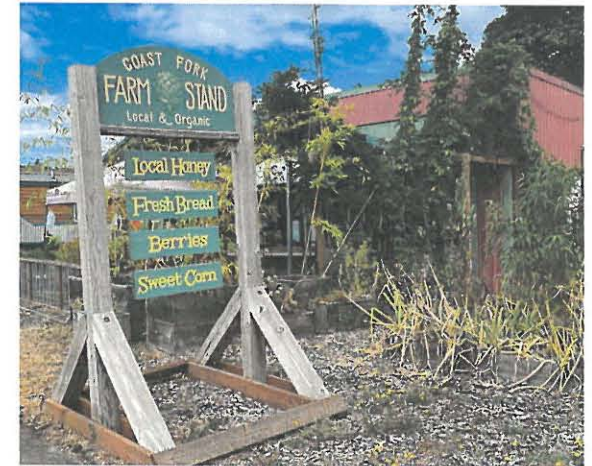
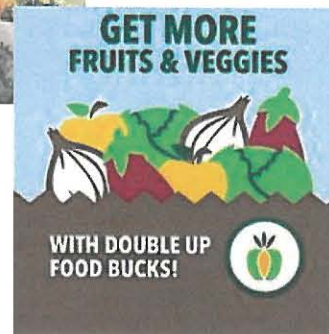
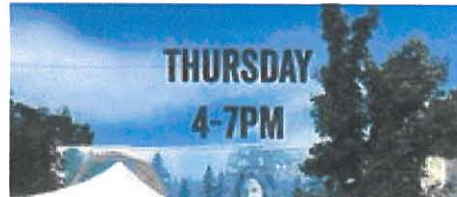
Identify strategies to support and enhance existing commercial kitchen and food incubator spaces.



LOCAL FOODS, LOCAL PLACES

ACTION PLAN GOAL #2:

Improve food security and public health in Cottage Grove.



VeggieRx Program





LOCAL FOODS, LOCAL PLACES

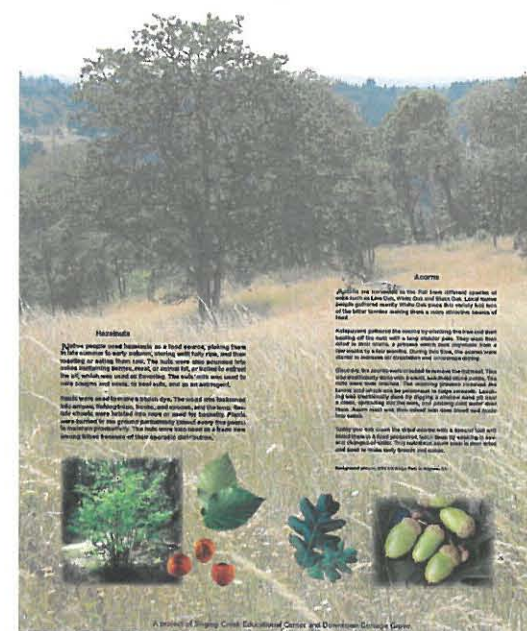
ACTION PLAN GOAL #3:

Increase the involvement of Cottage Grove's underrepresented/immigrant populations (e.g. youth, BIPOC representatives) in local food and place-making initiatives.



Local Foods/Local Places

Hazelnuts and Acorns





LOCAL FOODS, LOCAL PLACES

ACTION PLAN GOAL #4:

Build stronger supply chain connections for farmers and food producers with both local and regional markets.



Agrarian Sharing Network
Spring
PROPAGATION FAIRES
2021 OUTDOOR EVENTS CALENDAR

<p>WILLIAMS PLANT PROPAGATION FAIRE Sunday, March 14 • 11AM - 4PM Outdoors at the SCA Pavilion 205 Tetherow Road Williams, OR</p>	<p>COTTAGE GROVE OPEN AIRE PROPAGATION FAIRE Saturday, April 3 • 11am - 3pm Outside Cottage Grove Armory On Washington Avenue Between 6th and 7th Cottage Grove, OR</p>
<p>BETHEL / EUGENE* Saturday, March 27 • Noon - 5pm Outside Peterson Barn Community Center 870 Bamtzen Road Eugene, OR</p>	<p>SPRINGFIELD* Saturday, April 10 • 11am - 2pm Outdoors at Lively Swim Park 6100 Thurston Rd Springfield, OR</p>

*PRE-REGISTRATION REQUIRED. MORE INFO VIA
 BY CALLING: 541-682-6208
 REGISTRATION OPENS MARCH 1

SHARE IT!
 We are seeking cuttings of named fruit varieties from public, healthy, well-pruned, and organic sources.
 APPLE • PLUM • PEACH • CHERRY • PEAR
 BERRIES • FIG • GRAPE & MORE
CONTACT US →

WANT TO KNOW MORE?
 For informative videos on cutting, collecting action and more, visit us at:
www.agrariansharing.net
 You can also find us on Facebook and YouTube by searching for: Agrarian Sharing Network

AGRARIAN SHARING NETWORK

Please wear a mask and practice social distancing. We love you.

**South Willamette Valley
 FOOD TRAIL**

**South Valley
 Food & Farm Network**

Thanks to Our Local Food Local Places Steering Committee Members!

Amanda Ferguson, City of Cottage Grove

Amy Hause, Rural Development Initiatives

Kim Johnson, Bohemia Food Hub

Dale Smith, Coast Fork Brewing and Feed Store

Ana Maria Dudley, PeaceHealth

Jenna Cusimano, Lane County Economic Development

Micah Elconin, Eugene's Table

Molly Murai, Downtown Cottage Grove

And Shauna Neigh, Samantha Duncan, Sarah Mitts, Jeff Malik, Michael Molyneaux, Abbi Aldrich

And our amazing consultants:

Holly Fowler, Co-founder & CEO, Northbound Ventures Consulting, LLC

Jason Espie, Principal Planner, EPR, PC

