

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
JUNE 13, 2022**

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 Mindy Roberts called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Gowing, Councilors Candace Solesbee, Chalice Savage, Mike Fleck, Jon Stinnett, Greg Ervin, and Kenneth Michael Roberts

PRESENT VIA GOTOMEETING: None

COUNCIL ABSENT:

YOUTH REPRESENTATIVE:

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Richard Meyers, Assistant to the City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Police Chief Scott Shepherd and City Planner Eric Mongan

STAFF PRESENT VIA GOTOMEETING: Finance Director Roberta Likens

CITY ATTORNEY:

MEDIA PRESENT: Ryleigh Norgrove, The Chronicle and Cameron Reiten, KNND Radio

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Bruce Kelsh 78340 Halderman Road Cottage Grove, Oregon encouraged Council to hold themselves accountable collectively and individually. He highlighted specific Council Rules, addressed a Councilors past conduct and presented information to help improve the function of Council.

Beth Trower 342 Quincy Cottage Grove, Oregon asked Council for help regarding impending homelessness on July 5th and explained the state of current rental situations.

PUBLIC HEARINGS

(a) 2022-23 Budget Hearing

Finance Director Roberta Likens presented background information regarding the requirement of holding the Public Hearing. She said it is Staff's recommendation to hold the Public Hearing and consider making changes as requested or deemed appropriate. She presented four additional items for Council to consider.

- A \$5,000 request from South Valley Farmers Market to increase staffing to enhance programs.
- A \$4,800 request from Peer Court to provide services from South Lane Mental Health.
- A \$2,600 for the Police department to support access to a Pawn Shop Lookup.
- A Special Trust Fund Revenue line item to receive donations for the renovations and development of the Skate Park.

Councilor Fleck inquired about the Resolution to adopt the Budget.

Finance Director indicated that it will be brought forward at the June 27, 2022 Council Meeting.

Mayor Gowing opened the Public Hearing

Jackie Lester 77914 Chisholm Trail Drive Cottage Grove, Oregon spoke in favor of the local proposed Community Health Clinic and Career Technical Education Project. She provided information regarding the Health Clinic and the lack of available services in Cottage Grove. She asked Council to give a good faith endorsement and to reconsider funding.

Bruce Kelsh 78340 Halderman Road Cottage Grove, Oregon asked the City to support the Community Health Clinic. He recommended Council take \$100,000 back out of the Contingency Fund to support the Health Clinic and \$10,000 to support Looking Glass.

Jim Gilroy 946 Blue Sky Drive Cottage Grove, Oregon spoke in support of the Health Clinic and encouraged Council to consider supporting and funding it.

Karen Benson Dorena, Oregon representing the South Valley Farmers Market asked Council to consider providing funding to help support the Market.

Johanna Zee 1386 Cottonwood Place Cottage Grove, Oregon spoke against the \$100,000 support for the Health Clinic.

Alan Isley 737 Hwy 99 South spoke in support of the Health Clinic.

CONSENT AGENDA

- (a) Approval of May 9, 2022 Work Session Minutes
- (b) Approval of May 23, City Council Minutes
- (c) Approval of OLCC Liquor License Annual Renewals
- (d) Full On-Premises Liquor License Application for The Vintage Inn, 1590 Gateway Blvd.

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

Mayor Gowing announced that there is a motion with a second and called for discussion. Seeing none he called the vote.

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) Resolutions Concerning State Shared Revenues

Finance Director Roberta Likens provided background regarding the required Resolutions and Certification of the Public Hearings held. She said it is Staff’s recommendation that Council adopt one Resolution declaring the City’s election to receive State Revenues and another Resolution relating to the City’s eligibility to receive State Shared Revenues.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ROBERTS TO ADOPT RESOLUTION NUMBERS 2069 AND 2070.

Mayor Gowing announced that there is a motion with a second and called for discussion. Seeing none he called the vote.

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 2069 and 2070 carried.

- (b) A Resolution Adopting the Amendment to the Lane County Deadly Physical Force Plan

Police Chief Scott Shepherd said that the City of Cottage Grove adopted the Lane County Physical Force Plan on January 14, 2008. He said the attached resolution approves an amendment to the Plan, marked as Exhibit A. He added that the Lane County District Attorney and the County Board of Commissioners has approved the amendment and it is recommended that Council approve the 2022 amendment by adopting the resolution.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT RESOLUTION 2071.

Mayor Gowing announced there was a motion with a second and called for any discussion. Seeing none he called the vote.

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 that Resolution 2071 carried.

- (c) An Ordinance Amending the Cottage Grove Municipal Code Title 13 Public Services by Adding Chapter 13.10 Illicit Discharge, Detection and Elimination with Corresponding Amendments to Chapter 8.12 Nuisances and Chapter 13.08 Sewer Regulations.

City Planner Eric Mongan presented background information regarding an update to the Cottage Grove’s Total Maximum Daily Loads (TMDLs) Implementation Plan. He said that the update proposes the addition of an Illicit Discharge Detection and Elimination (IDDE) program and enforcement process. City Planner said that it is recommended the City Council hold the first vote on the Ordinance as well as amendments to Chapter 8.12 Nuisances and Chapter 13.08 Sewer Regulations.

Councilor Ervin asked if things such as pressure washing and gutter clean out would be a violation.

City Planner said that pressure washing and gutter cleaning would fall under bullet point number 16, Street Wash Water, in the Exceptions list and would be an accepted action.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT ORDINANCE 3159.

Mayor Gowing announced that there was a motion with a second and called for any further discussion.

Councilor Roberts thanked the City Planner for the information.

There being no further discussion Mayor Gowing called the vote.

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 announce that Ordinance 3159 was adopted.

- (d) An ordinance Amending the Title 14 Land use District Map for 151 Sweet Lane (Map/TL: 20-03-32-41-00900)

City Planner Eric Mongan presented background information regarding the request for City Council to adopt the proposed Ordinance. He said on April 25, 2022 Council adopted Ordinance No. 3157 annexing 151 Sweet Lane and the property owner was required to apply for a zone change from county to city zoning.

City Planner said the Planning Commission held the Public hearing and voted in favor of the zone change. He added that Planning Commission does not have the ability to adopt an Ordinance and Council is being asked to ratify the Planning Commission’s decision.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT ORDINANCE 3160.

Mayor Gowing announced that there is a motion with a second and called for any further discussion. Seeing none he called the vote.

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 3160 was adopted.

BUSINESS FROM THE CITY COUNCIL

(a) BMX Track License Agreement

City Manager Richard Meyers announced that the Row River BMX group has requested to reconstruct the BMX track in front of the Row River Water Treatment Plant. He said members of the group are present and are requesting approval to enter into an agreement with the City. He added that City staff and City Attorney have prepared a License Agreement for Council discussion and consideration.

Brandon Meier presented information about the history of the BMX track and an overview of the proposed plans and operation.

Kimberly Green gave background information about USA BMX. She explained their role in track operation and support and provided the potential economic impact.

Councilor Stinnett said that he is in favor of the BMX track and asked what their plans are to keep the track going when children age out.

Kimberly Green replied that USA BMX has programs to help reach out to the community and schools to bring in new members.

Councilor Stinnett asked if Row River BMX would be the name of the track.

Kimberly Green said that is the intended title of the track.

Councilor Solesbee commended the group for putting this together. She said it is good for the community and the youth and she thanked them for keeping Todd Kephart’s memory alive.

Councilor Roberts said he is in support of the track and asked if they will be using all of the property. He said he wondered if there might be an opportunity to combine the track with a Skate Park.

Track Operator Colton Kelley said that USA BMX requires 10 acres of land to have a Skate Park, a Pump Track and a BMX track on one lot.

Kimberly Green said that the City could reach out to USA BMX as a resource for the Skate Park.

Councilor Ervin asked if there would be dirt jumps and if access is allowed when there is no events.

Kimberly Green said their initial thought was to have it open at all times. She added that BMX USA has advised them to secure the area during the beginning phases of construction and to only have it open for sanctioned events until the ground is stabilized.

City Manager said he was also on the call with USA BMX and they are strongly recommending that the area stay closed in the early years of construction to allow for stabilization of the dirt.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN THAT COUNCIL AUTHORIZE THE CITY MANAGER TO ENTER INTO A LICENSE AGREEMENT WITH ROW RIVER BMX TO USE THE PROPERTY LOCATED IN FRONT OF THE ROW RIVER WATER TREATMENT PLANT TO DEVELOP AND IDENTIFIED ON THE MAP A BMX FACILITY.

Mayor Gowing called the vote.

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 recognized audience member requesting to speak on the item.

Alan Isley spoke against USA BMX being in control of the track because it excludes community members from accessing the track.

(b) Concerns from Council

Councilor Savage said it has been brought to her attention that a property located at M Street and Anthony is for sale and she is interested in knowing more about the site for a possible homeless shelter.

City Manager Richard Meyers said that the City has looked at the property. He said the lot is about 1.25 acres compared to about a .50 acre at the Hwy 99 property. He explained some of the needs and potential benefits of using the property.

Councilor Roberts asked about a possible grant.

City Manager said the Lane County ARPA Community Grant Program is available and has a July 6th deadline. He said the grants range from \$10,000 to \$500,000 and are primarily for organizations in rural communities.

Councilor Roberts said that he has looked at the property and he likes it a lot. He reminded Council that he wants to have a program that is bold and different and added that we could emulate the Eugene Mission by having Low, Medium and High Barrier all at one location. He said we would have to make a motion to kill the Hwy 99 site and another motion to have Staff move forward to look at the grant.

City Manager said there is a motion to reconsider the original motion, but it is hanging out there because Council suspended the rules. He said the easiest way to handle it would be to unsuspend the rules and bring the motion back on the table with an amendment.

IT WAS MOVED BY COUNCILOR SAVAGE AND SECONDED BY COUNCILOR ROBERTS TO UNSUSPEND THE RULES REGARDING THE MOTION TO DEVELOP THE SHELTER ON THE HWY 99 SITE AND THE PENDING MOTION BE AMENDED TO PURSUE THE PURCHASE AND DEVELOPMENT OF THE NAZARENE CHURCH AT 152 S M STREET AS A POTENTIAL SHELTER SITE AND ADDITIONALLY AUTHORIZE THE CITY MANAGER TO PURSUE ANY AND ALL RELEVANT GRANT OPPORTUNITIES

City Manager said this motion brings the motion back to the table to be reconsider. He said the first vote will be on the motion to unsuspend the rules and amend the motion, and second vote will be on the amended motion.

Mayor Gowing called the vote.

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 |
| NAYS | | | | | | | |
| ABSTAIN | | | | | | | |

Councilor Solesbee said she is confused and asked for further explanation.

City Manager Richard Meyers said Council took action at a previous meeting to suspend Council rules, which put a Reconsideration that was going to take place at that meeting up in the air, until the rules are unsuspended.

He said Councilor Savage's motion puts the rules back in place, brings the motion back to the table and amends it by changing the property to the Nazarene Church property. He said your vote now is on unsuspending the rules and making the amendment and your next vote is on the motion as it is amended.

Mayor Gowing said he did not hear any nay votes.

Councilor Solesbee said she is confused and thought Council was discussing different formats. She said this would still be moving forward at a different location.

City Manager said his interpretation is that it changes the location and allows staff to work on it to make sure the opportunity is not missed with the grant funding and the piece of property.

Councilor Solesbee said she did not even know this property was a consideration and it is the first time she has heard about it.

Councilor Fleck said his understanding is that we are looking at this because it is potentially a good value and there is a grant opportunity. He said Council is not making any decision beyond exploring purchasing the property.

City Manager confirmed that his understanding is that the motion gives the City the opportunity to start looking into a grant application to see if we can secure funding to get the property.

Councilor Fleck said he is in support of that and still wants to listen to all of the opportunities for an actual plan going forward.

Councilor Stinnett confirmed the date of the July 18th Work Session.

Councilor Stinnett said this does feel sudden and that he wants to move forward but has many questions. He said the second vote should be held at a subsequent meeting to support moving forward with the new site.

City Manager said if it passes Staff will start talking to the realtor and going through the grant application process. He said it would come back to Council possibly at the June 27th meeting.

Councilor Ervin asked what is known about the grant process.

City Manager said it will be competitive, the City has a pretty good chance, although we do not know what other applications will come in throughout the community.

Councilor Ervin asked what they are looking for.

City Manager said they are looking for anything that satisfies the basics for housing affordability, health in the community, homelessness and COVID response.

Councilor Roberts asked if this motion would eliminate the possibility of using the Hwy 99 site for now.

City Manager said yes, this motion is replacing it with the new site. He said you could come back with a new process for the Hwy 99 site.

Councilor Roberts said he knows that we have to do something and he would like to get the people out of Trail Head Park. He said the new site has big possibilities as to what it can be.

Councilor Fleck said his agency is also applying for funding through the grant and he assumes many other groups will be too.

Councilor Roberts asked if we get the grant, do we have to buy that property or can it be used somewhere else.

City Manager said if you get a grant you have to use the money for that purpose.

Councilor Solesbee asked if we get a grant for \$20,000 are we committed to make an offer on a \$800,000 property.

City Manager said you would then decide if you are going to accept the grant.

Councilor Ervin said the motion changes the location but keeps the same structure and direction. He said he would want to be flexible in the grant application process to make sure that other things happening in the community could still happen. He asked for clarification on the original motion if it was for the purchase and renovations.

City Manager said we would apply for the full \$500,000, make a low offer on the property and use the rest for renovations.

Councilor Ervin asked if you would need a commitment from the seller in the grant process.

City Manager yes, probably. He said that Staff has not talked to them yet because there has not been any Council direction as of yet.

Councilor Stinnett clarified with the City Manager that there are two motions. He said one motion is to unsuspend the rules to bring the motion back and the second motion is on the amended motion which needs to be considered this evening.

Councilor Solesbee said she is frustrated because things are always an emergency. She said even if we get the building fully funded by a grant, we do not have a plan yet.

Councilor Stinnett said he wants to move forward as much as anyone, but there is other information that he needs. He said maybe we need to suspend the rules again so Staff can get Council the information that they need.

Councilor Fleck said he would want to do the bare minimum to be able to apply for the grant. He would not want to be committed to purchase or renovation without that information.

City Manager said that is how he is interpreting the motion.

Councilor Fleck said we are not committed.

City Manager said we would not commit. He said if we get the grant it would still go to Council for approval.

Councilor Roberts asked if we wait until the next meeting is that enough time for Staff.

City Manager said no, that meeting is June 27th and we would have nine days.

Councilor Roberts asked if we sell Hwy 99 where that money would go.

City Manager replied it would go back to the Street Fund.

Councilor Ervin said he would like to take care of the previous motion and bring forth another motion to authorize the City to investigate the property as it relates to the grant. He said there was too much in the original motion and he wants to keep things clear.

Councilor Fleck asked what the path forward is.

Mayor Gowing asked if the motion is already on the table.

City Manager said the amended motion is on the table.

Councilor Fleck said he does not think it is actually amended yet.

Assistant to the City Manager said the first motion made by Councilor Savage unsuspended the rules and amended the motion, and it is on the table in its amended form. He said in order to allow City Staff to negotiate with owners of the property there will need to be some sort of action tonight.

Councilor Stinnett asked if it would be in Executive Session that Council would discuss a real estate transaction.

Assistant to the City Manager replied that there would eventually be an Executive Session for that purpose.

Mayor Gowing asked if it would be better for this motion to fail and bring a new motion to explore the property.

Assistant to the City Manager said the motion on the table says to authorize pursuit of the purchase and development of the Nazarene Church property. He said it would allow Staff to get the information but not to buy something.

Councilor Ervin asked if the amendment adds new text to the original motion or overrides it.

Assistant to the City Manager said it overrides it. He said the original motion was to authorize the development of the shelter at the Hwy 99 site.

Councilor Stinnett asked if we are just changing the site.

Councilor Solesbee said no.

City Manager said no, now it is to pursue looking at the property as an alternative.

Mayor Gowing said there is a motion and called for further discussion.

Councilor Solesbee asked to clarify, if the City gets a grant we are not obligated to purchase.

Mayor Gowing replied correct.

City Manager said that we could refuse the grant.

Councilor Roberts said this gets rid of the Hwy 99 site and possibly gives us a better facility. He said there is a recession coming and a lot more people will be needing help in our community. He said we need a program that can deal with Low, Medium and High so that we can put people through a proper program to rehouse them and this site gives us the best opportunity.

Councilor Savage said she brought up the availability of the property because the biggest concern about the Hwy 99 site was the location.

Councilor Stinnett asked if the notion is to bring the 33 Pallet Shelters to the new site.

City Manager said that is not part of this motion, it would be the intent if everything fit together and worked, and Council would need to make that decision at a later time.

Councilor Stinnett said we would have a building for administration.

City Manager replied administration, congregate facilities, showers and restrooms.

Councilor Roberts said a successful program will bring funding. He said he has been saying from the beginning that we need to do something bold and different and that we have the resources in the community to make it happen. He asked how long we have known about the property.

City Manager said that he saw it a couple weeks ago when out doing Yard of the Week and Councilor Savage also came in about that same time and mentioned it to the Assistant to the City Manager. He said we can gain access if anyone else is interested to walk through the site.

Mayor Gowing called for any further discussion. Seeing none he called the vote.

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 | | | | | | | |

Councilor Roberts thanked the Public Works and Development Director for fixing some of the potholes and brought to his attention some others that need addressed.

Public Works and Development Director replied that he instructed Staff to go back and look at the additional pot holes. He said they are difficult to patch because they are shallow with about a one inch depth and that they will keep an eye on the situation.

Councilor Roberts said he has been receiving email complaints regarding the intersection at 6th and Taylor. He asked if there could be additional patrol and a 4-way flashing stop light at the intersection.

Public Works and Development Director replied that there are flashing stop signs at the intersection. He said he can have Staff check to see if vegetation has grown and it is blocking the view.

Councilor Roberts said there are flashing stop signs but people are driving too fast and blowing through the intersection.

Councilor Stinnett asked what the procedure is for continuing the discussion about the Budget. City Manager said that Staff can put a Resolution together if Council wants to include any of the additional items in the Budget.

Councilor Fleck said he wants to see information on the three new proposals that are being requested.

City Manager said Staff will put something together.

Councilor Ervin said that he attended a Lane Economic Meeting and they reviewed some of the priorities.

Councilor Fleck said that he attended a LRAPA meeting and there was discussion about the Particulate Matter 2.5.

Mayor Gowing said that he met with Pete Kerns of Serenity Lane and they will be setting up a meeting in the near future about the possibility of having a detox/rehabilitation center in Cottage Grove. He added that the Mayor's Bike ride is Saturday at 10:00 am starting at Trail Head Park.

BUSINESS FROM THE CITY MANAGER

(a) Oregon RAIN Presentation

City Manager Richard Meyers introduced Aqsa Khan and Robert Killen from Oregon Rain.

Aqsa Khan presented a progress report for the Regional Accelerator & Innovation Network (RAIN). Aqsa outlined their involvement in the community through activities and events and listed future opportunities for entrepreneurs. Robert Killen, RAIN Deputy Director covered the key value propositions that RAIN brings to the community and gave specific examples of accomplishments.

Councilor Roberts said that he has attended the RAIN meetings and he likes what is happening. He said one thing that is missing is a place for the entrepreneurs to make their ideas a reality.

Councilor Solesbee said she appreciates RAIN's efforts for all of the entrepreneurs.

Mayor Gowing said he has enjoyed the meetings that he has attended. He said they are another way of networking and he has found new services that he can use.

(b) Report from City Manager

City Manager Richard Meyers invited Council to Business After Hours at Middlefield Course 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 9:01 pm.

The next regular City Council Meeting will be held June 27, 2022, at 7:00 p.m. in the Council Chambers at City Hall.

Mindy Roberts, City Recorder

Jeffrey D. Gowing, Mayor