

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
SEPTEMBER 25, 2023**

CALL TO ORDER

Mayor Solesbee 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 Candace Solesbee, Councilors Alex Dreher, Greg Ervin, Mike Fleck, Dana Merryday, Chalice Savage and Jon Stinnett

PRESENT VIA
GOTOMEETING:

COUNCIL ABSENT:

YOUTH
REPRESENTATIVE:

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Richard Meyers, Assistant City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Police Chief Cory Chase, City Planner Eric Mongan, Assistant City Planner Allison Crow and Human Resource Specialist Mandy Biehler

STAFF PRESENT
VIA GOTOMEETING:

CITY ATTORNEY:

MEDIA PRESENT: KNND, Cottage Grove Sentinel.

Mayor Solesbee presented retiring City Manager Richard Meyers with a plaque to acknowledge and honor his 26 years of service to Cottage Grove.

ITEMS ADDED TO THE AGENDA

None

APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON THE AGENDA

Debra Monsive, 77500 South 6th Street, Cottage Grove, Oregon expressed support of all elected City Councilors and wished City Manager Richard Meyers much happiness in his retirement years.

Bruce Kelsh, 78340 Halderman Road, Cottage Grove, Oregon expressed appreciation towards City Manager Richard Meyers and he acknowledged and thanked Council for their time and work to serve the City.

Andrew Gottlieb, 443 N. Douglas, Cottage Grove, Oregon expressed concern about drug use at the designated camping sites.

Christopher Jarvis, 77500 S 6th Street, Cottage Grove, Oregon expressed concern for the state of the community and country and said there is a need to have cohesive direction as leaders of the community.

PUBLIC HEARING

None

CONSENT AGENDA

None

RESOLUTIONS AND ORDINANCES

- (a) A Resolution Demonstrating a Commitment to Support a Grant Application for DLCD Technical Assistance Grant Seeking Funding for an Economic Opportunities Analysis, Buildable Land Inventory, and an Updated Housing Needs Analysis as Preparatory Work for a Comprehensive Plan Update

City Planner Eric Mongan presented a resolution that would support the city applying for a grant that if received, would allow the City to complete an economic opportunity analysis, a buildable land inventory and an updated housing need analysis.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT RESOLUTION NO. 2114.

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	X
NAYS							
ABSTAIN							

Resolution No. 2114 was adopted.

(b) A Resolution Adopting a New City of Cottage Grove Personnel Manual

Assistant City Manager Jake Boone presented Council with a resolution to adopt the new personnel manual. He requested that Council approve the manual contingent upon receiving no objection from the bargaining units.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT RESOLUTION NO. 2115 CONTINGENT ON RECEIVING NO OBJECTIONS FROM THE REMAINING BARGAINING UNITS.

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	X
NAYS							
ABSTAIN							

Resolution No. 2115 was adopted.

(c) First Vote on an Ordinance Annexing Parcel 1 of Land Partition Plat No. 2019-P2897 (Map/TL: 20-03-32-00-00504) into the City of Cottage Grove (A2-23)

Assistant City Planner Allison Crow presented an ordinance requesting annexation of a 5.06 acre parcel of land located within the Cottage Grove Urban Growth Boundary.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO ADOPT ORDINANCE NO. 3176.

Discussion was held about the future plans for the parcel.

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	X
NAYS							
ABSTAIN							

Ordinance No. 3176 was adopted.

BUSINESS FROM THE CITY COUNCIL

(a) City Manager Recruitment / Interim Manager Discussion and Consideration – GMP Consultants

Greg Prothman, GMP Consultants explained details regarding the search for an interim City Manager and presented to Council candidate David Clyne.

Discussion was held regarding the number of days David Clyne was available to work, if he would attend Council meetings, the requested salary, what decisions need to be made during the interim period, the pros and cons of an internal versus external interim city manager and the current workload of City staff.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPOINT DAVID CLYNE AS THE INTERIM CITY MANAGER.

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	
NAYS		X					X
ABSTAIN							

Motion carried.

(b) South Lane Mental Health Update

Allison Canino, Executive Director of South Lane Mental Health provided an update regarding current programs, staffing issues and intentions for the upcoming year.

Discussion was held about how many positions need to be filled, insurance that is accepted, the profile of someone who is in need, how youth are being supported, how many locations are in the City and if there is treatment for people who need to detox from drugs and alcohol.

(c) Cottage Grove Area Chamber of Commerce and Travel Lane County – Eugene Cascades and Coast Tourism Data Update

Andy Vobora, Vice President of Travel Lane County and Georgia Haskell, CEO of the Cottage Grove Area Chamber of Commerce presented County and City tourism data, *Exhibit A and B*.

(d) Designation of Voting Delegate for League of Oregon Cities Annual Membership Meeting

Council designated Mayor Solesbee as the voting delegate and Councilor Fleck as an alternate.

(e) November and December City Council Meetings

Council agreed to cancel the December 25, 2023 City Council meeting that falls on the Christmas holiday.

(f) Concerns from Council

Council shared information from attendance at Council appointed meetings, the Peace Pole dedication and the Portland Trail Blazers exhibition.

Questions were asked about have a meeting of stakeholders to plan a community listening session and the allowance of unaccompanied minors at designated camping sites.

BUSINESS FROM THE CITY MANAGER

(a) Report from City Manager

City Manager shared information about improvements and maintenance that can be made to the covered bridges as a result of the pedestrian and bicycle plan.

City Manager shared information from a proposal and analysis of the City's Industrial Park property.

City Manager expressed honor and appreciation for the opportunity to serve as City Manager of the Cottage Grove community over the past 26 years.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None

Mayor Solesbee recessed the regular meeting at 9:15 to enter into Executive Session.

The regular meeting reconvened at 10:13 pm.

ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 10:13 pm.

The next regular City Council Meeting will be held October 9, 2023 at 7:00 pm in the Council Chambers at City Hall.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor

Exhibit A

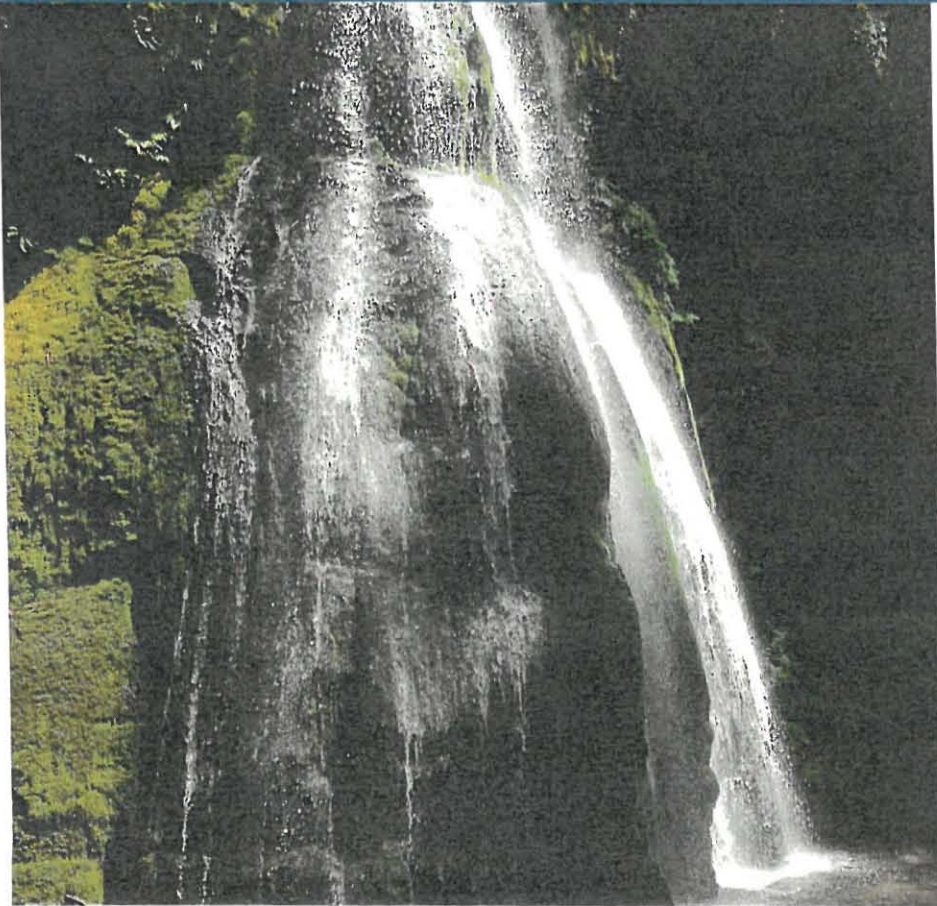
Visitor Industry Overview

Travel Lane County



**EUGENE
CASCADES
AND COAST**

Brief History of Travel Lane County



- **Incorporated 1979 as a 501(c)6**
- **2008/2009 - renamed Travel Lane County**
- **Marketing the region as Eugene, Cascades & Coast**
- **Countywide Public-Private Partnership**
 - **Board has 30 voting seats and typically 8-10 invited advisory ex-officio seats**

Promise

The Eugene, Cascades & Coast region has Oregon's greatest variety of adventures in easy to reach, uncrowded places.

Mission

Grow overnight visitors for a vibrant, year-round and county-wide economy.

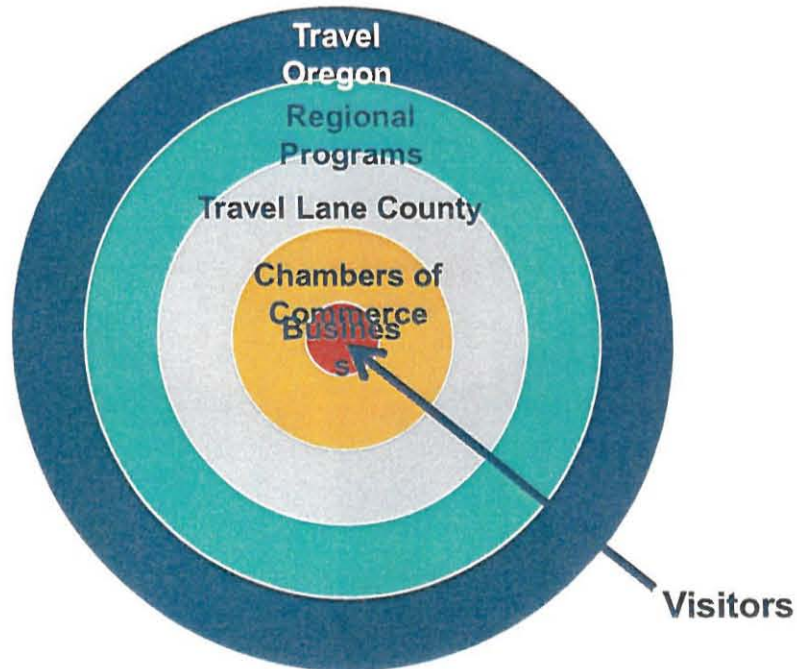
Why

We believe our work inspires people to experience and appreciate Lane County, creating opportunities, a sense of place and stronger communities.

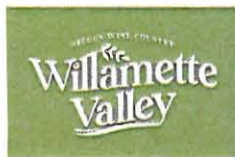
Vision

Travel Lane County is a recognized leader in achieving year-round economic growth throughout the Eugene, Cascades & Coast region through innovative destination marketing, product development and exceptional visitor experiences.

Team Oregon



- Coburg Chamber of Commerce
- Cottage Grove Area Chamber of Commerce
- Creswell Chamber of Commerce
- Eugene Area Chamber of Commerce
- Florence Area Chamber of Commerce
- McKenzie River Chamber of Commerce
- Oakridge – Westfir Chamber of Commerce
- Springfield Area Chamber of Commerce
- Tri-County Chamber of Commerce
- Veneta – Fern Ridge Chamber of Commerce



Direct Travel Impacts

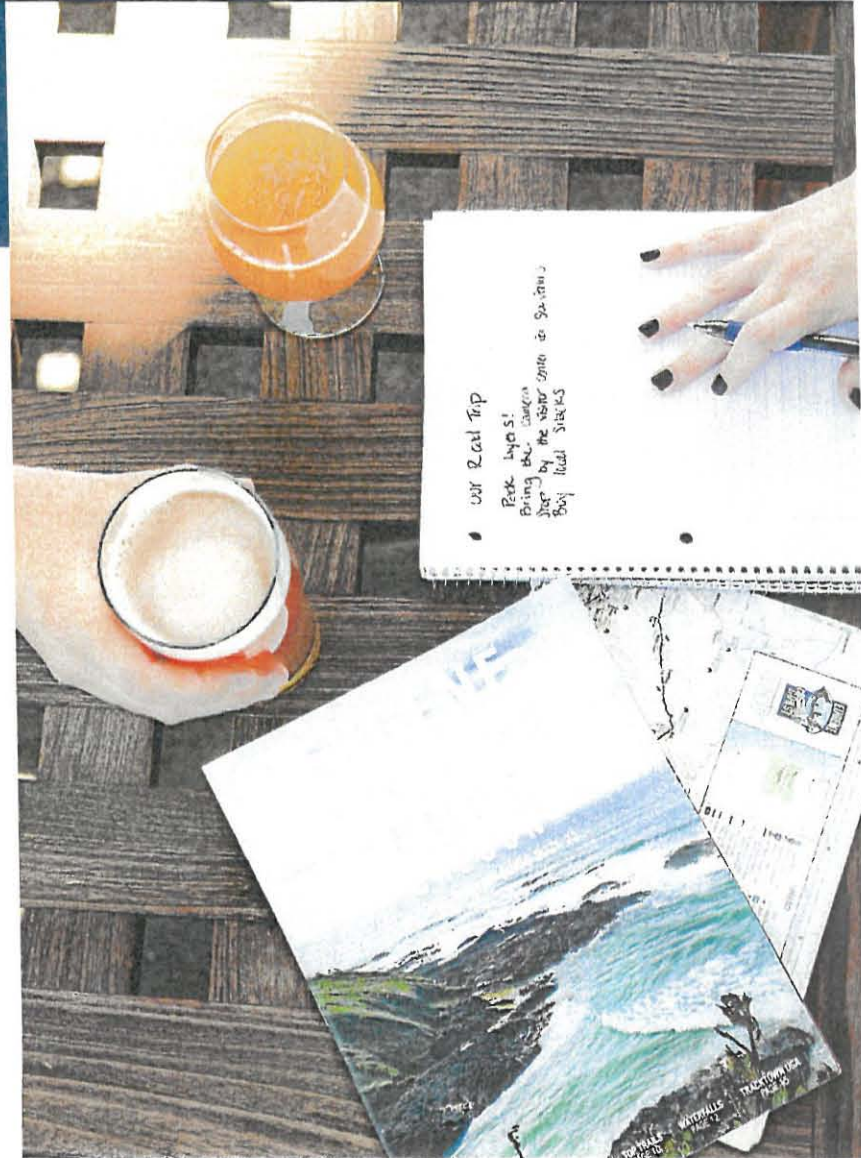
Lane County / Detail Trend

Direct Travel Impacts, 2003-2022p

	2003	2014	2015	2016	2017	2018	2019	2020	2021	2022	Annual % Chg.	
											2021-22	2019-22
Direct Travel Spending (\$Millions)												
Destination Spending	445.7	648.2	673.2	717.2	724.8	765.8	782.9	414.3	859.3	1,102.9	28.4%	40.9%
Other Travel*	74.8	194.5	195.4	211.5	225.9	258.3	258.2	151.6	205.5	290.7	11.4%	12.6%
TOTAL	520.5	842.7	868.6	928.7	950.8	1,024.1	1,041.1	566.0	1,064.8	1,393.6	30.9%	33.9%
Visitor Spending by Type of Traveler Accommodation (\$Millions)												
Hotel, Motel, STVR	157.7	267.2	285.2	313.6	315.4	332.5	338.9	189.1	393.6	532.6	35.3%	57.2%
Hotel, Motel**									316.7	404.4	27.7%	
STVR**									76.9	128.2	66.8%	
Private Home	126.8	181.2	183.7	190.1	194.5	206.9	210.9	107.6	233.6	265.5	13.6%	25.9%
Campground	29.0	35.4	36.0	37.0	37.2	38.7	40.3	32.4	36.0	40.2	11.5%	-0.5%
Second Home	5.1	9.4	9.5	9.5	9.8	10.2	10.5	8.6	9.8	11.5	16.6%	9.6%
Day Travel	127.1	155.0	158.8	167.0	167.9	177.5	182.4	76.7	186.3	253.3	36.0%	38.9%
TOTAL	445.7	648.2	673.2	717.2	724.8	765.8	782.9	414.3	859.3	1,102.9	28.4%	40.9%
Visitor Spending by Commodity Purchased (\$Millions)												
Accommodations	63.3	112.2	124.8	139.9	142.1	141.3	142.5	99.8	196.9	269.9	37.1%	89.4%
Food Service	116.9	179.0	190.2	206.0	209.1	224.0	233.6	111.9	232.8	284.8	22.3%	21.9%
Food Stores	46.4	65.0	67.7	69.2	68.2	70.6	72.2	43.6	81.4	102.6	21.5%	42.0%
Local Tran. & Gas	42.9	75.8	66.8	66.9	68.5	81.3	81.6	34.9	82.6	109.1	12.1%	33.7%
Arts, Ent. & Rec.	70.0	83.0	85.8	90.9	90.3	94.3	95.8	48.7	94.8	110.4	6.4%	15.2%
Retail Sales	83.6	93.3	95.6	99.1	97.6	101.0	102.1	52.4	114.1	137.9	10.9%	35.1%
Visitor Air Tran.	22.5	39.8	42.4	45.1	49.0	53.3	55.0	22.9	53.6	88.2	64.3%	60.2%
TOTAL	445.7	648.2	673.2	717.2	724.8	765.8	782.9	414.3	859.3	1,102.9	28.4%	40.9%

House Bill 2267 established Travel Oregon in 2003, we include this year to track the long-term growth of the industry. Details may not add to totals due to rounding. Percent change calculated on unrounded figures.

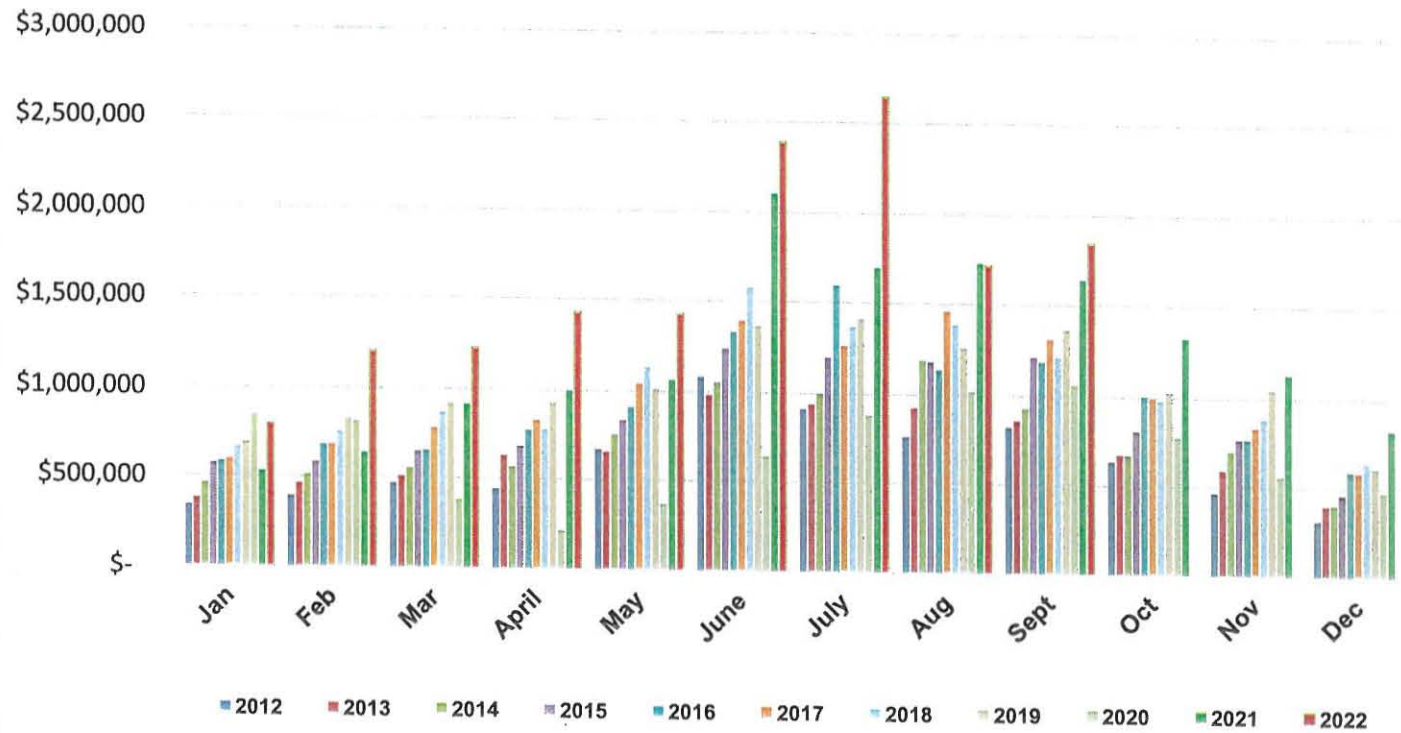
*Other Travel spending includes resident air travel, travel arrangement & convention services, and transportation of visitors traveling to other Oregon destinations. **Starting with 2021, we have additional information regarding the impacts of short-term vacation rentals (STVR) and hotels, motels. Trend for these breakouts not available.



Key Notes:

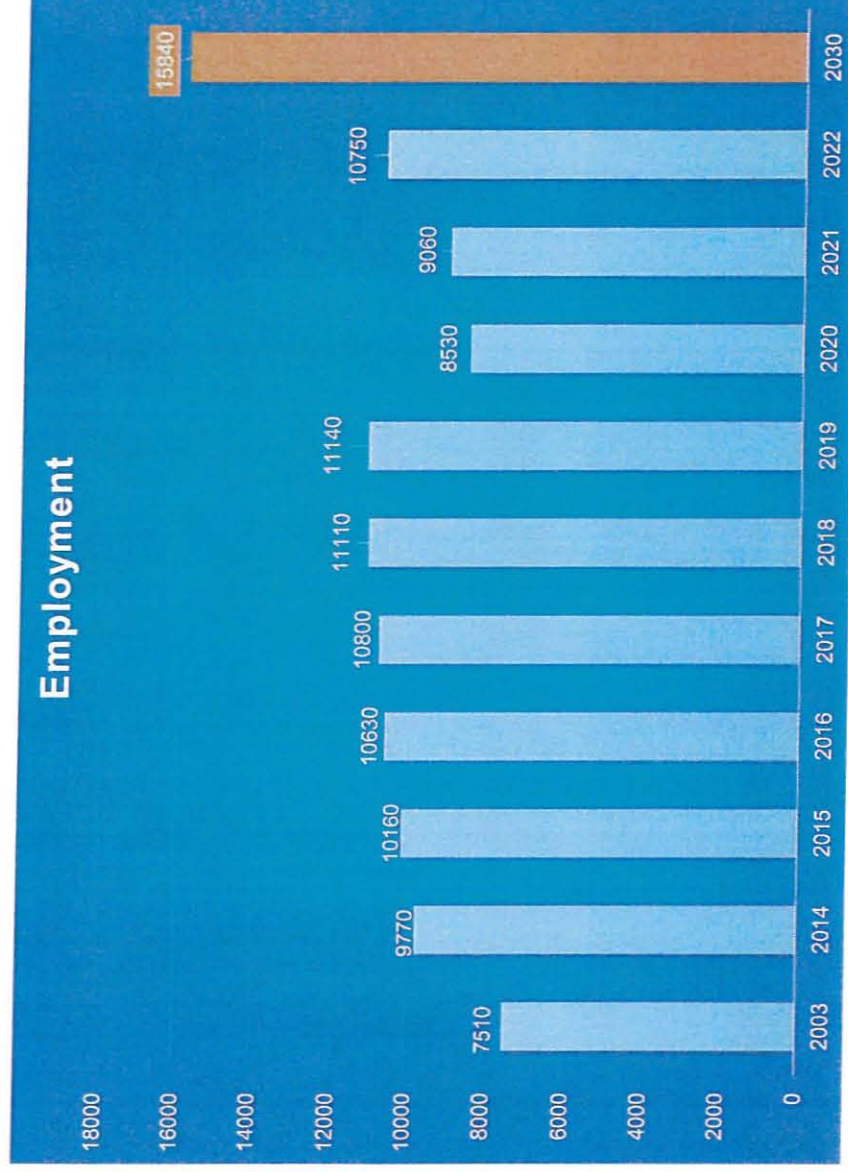
- We have a significant bell curve in visitation and visitor spend associated with summer and outdoor events
- FY22 TLT Revenue was 52.69% ahead of FY21 and 35% ahead of FY19, our last record year.
- FY23 TLT Revenue got off to a strong start, with WCH Oregon22 in July.

Lane County TLT Collections by Month: Calendar Year



Fastest Growing Sector

- The industry most affected by COVID-19
- Projected to increase the fastest and add the most jobs 6,100 jobs (44% growth)
- Restaurants, hotels and arts, cultural, and recreational establishments are expected to see increased demand as in-person and recreational activities resume.



Destination Marketing

Three target markets

Leisure travelers

Convention planners

Sports planners



Tourism



Conventions



Sports

Leisure Advertising

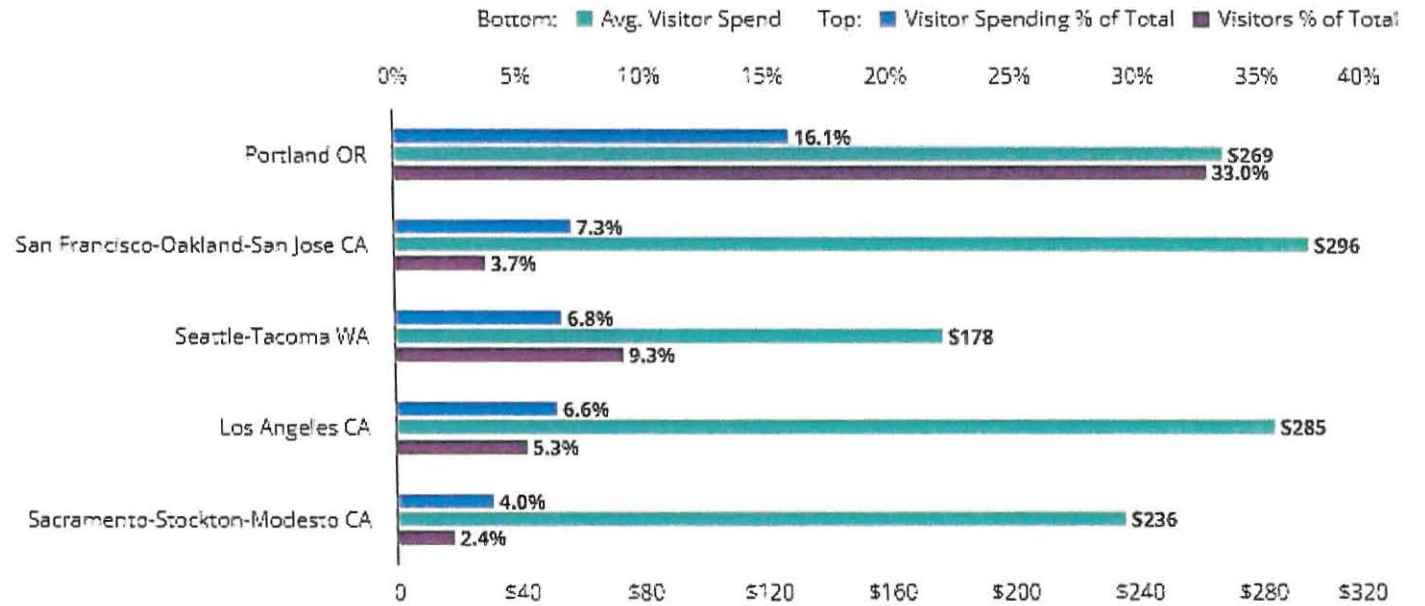


Zartico

Device ID

Credit card data

FY22 Top Markets



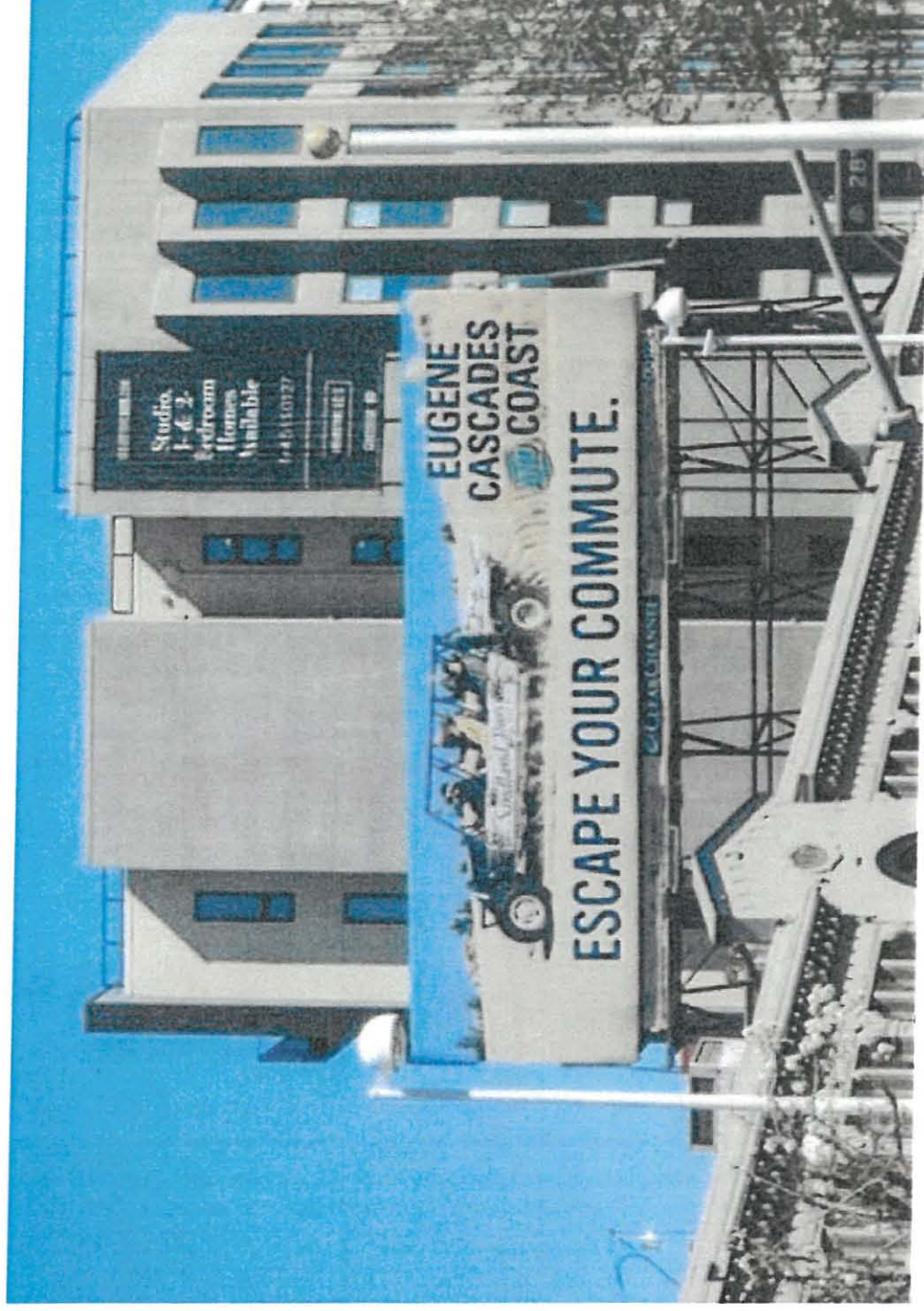
Zartico –

**Campaign –
Bay Area
Billboards**

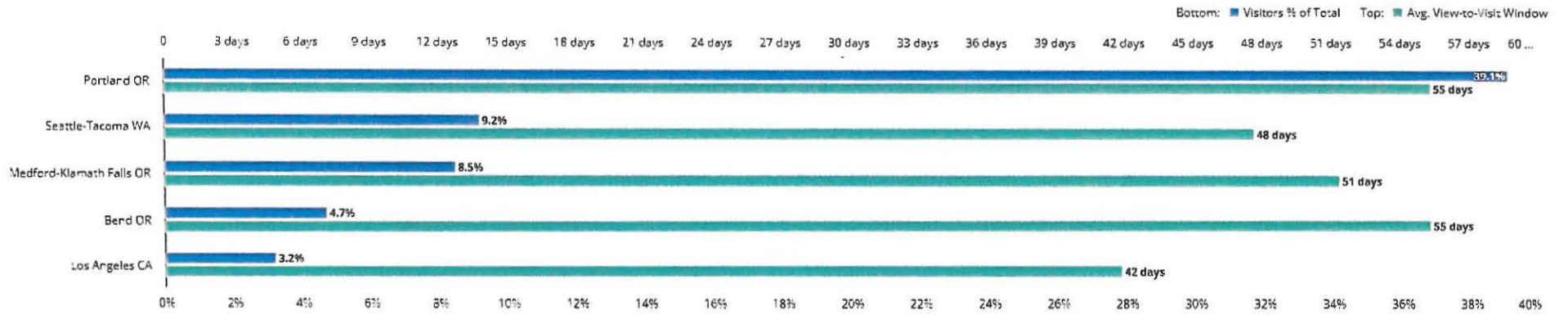
**29 million
impressions**

**Retargeting Created
9,000 Monthly Clicks**

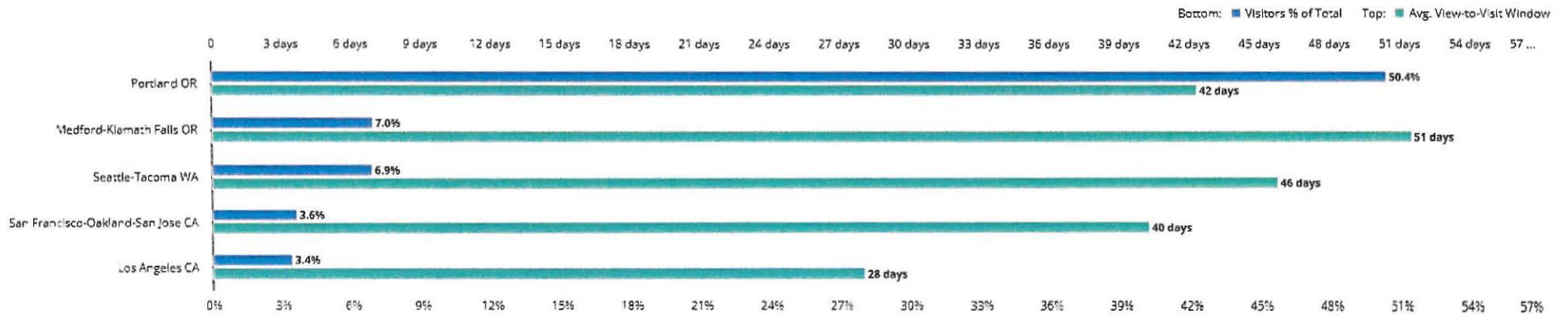
**SFO moved into top
5 origin cities**



WebCon Visitation by DMA



WebCon Visitation by DMA

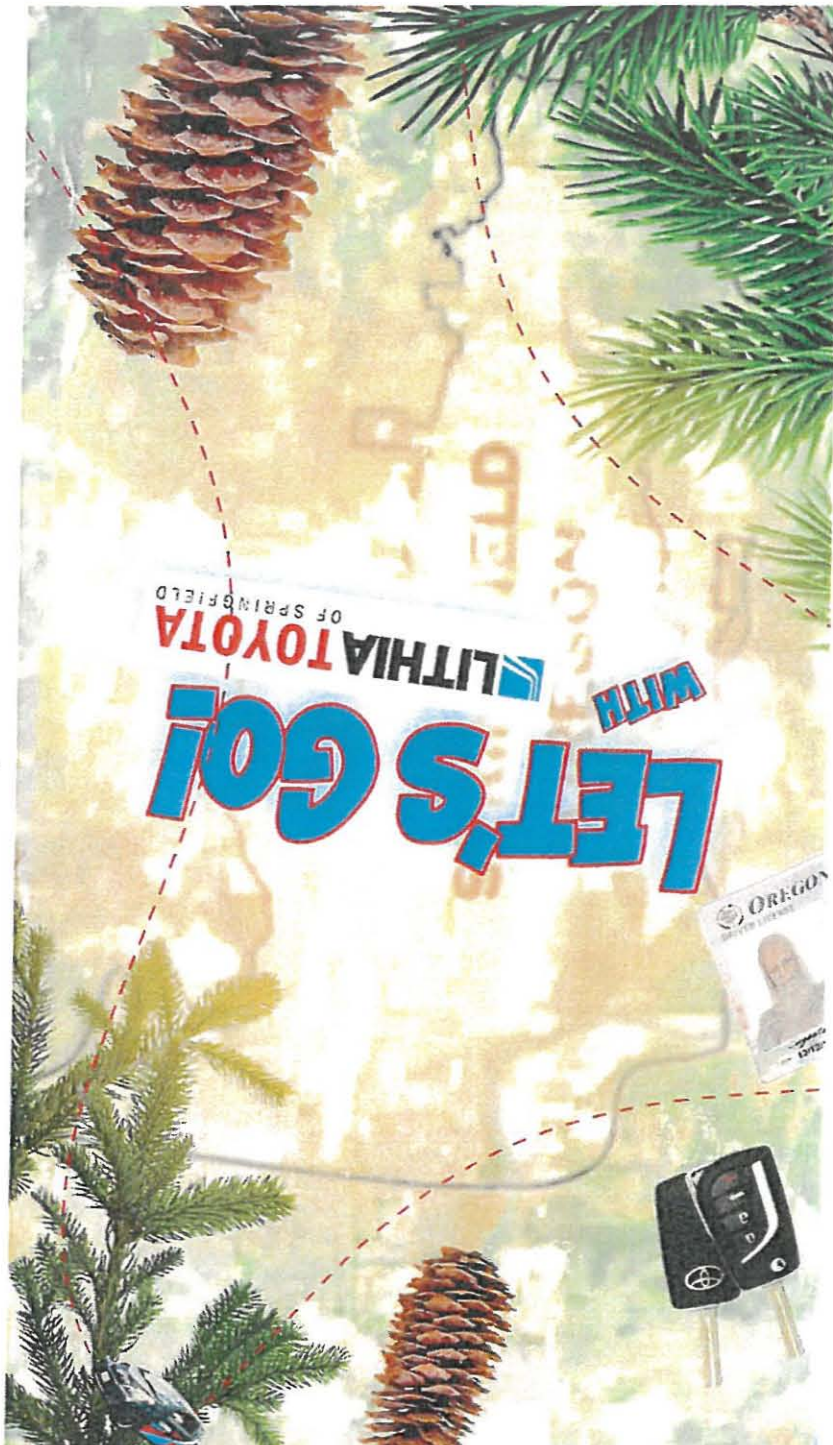




EXPLORE Campaign

- Local and Nearby Audiences
- Resident Awareness & Pride
- Support for Local Economies
- Hospitality Culture
- Visiting Friends and Family





Explore

Let's Go!

Conventions

23 Confirmed Events

11,000 Room Nights

\$9.6 Million EEI

Cost of Airfare and
Lodging is Driving
Cancellations

Limited Conference
Space



Recent Sports Events

PAC-12 Rowing Championships



Professional Disc Golf Association



U.S. Northwest Masters Regional Rowing Championships



Owned Content

Website

Blogs

Social Media

E-Newsletters

EugeneCascadesCoast.or



Spectacular Summer Waterfalls
Father's Day Top Ten Things to Do
10 Mural Walking Tour in Cottage Grove
Best Local Barbecue
Classic Americana Road Trip
8 Classic Celebrations for July
Unique Lodging in Oregon
Natural Swimming Holes
Popular Water Skiing Lakes

Car-free Road Trips on Public Transit
Craft Beer & Covered Bridges
Family Friendly Farm Tour
Road Trip: Willamette Valley
Cottage Grove Area Waterfalls
Colorful Autumn Waterfalls
Prost to Oktoberfests
The perfect Fall Getaway in Cottage Grove
Interstate 5 Road Trip to Crater Lake

Thanks

**EUGENE
CASCADES
AND COAST**
TRAVEL LANE COUNTY



Exhibit B

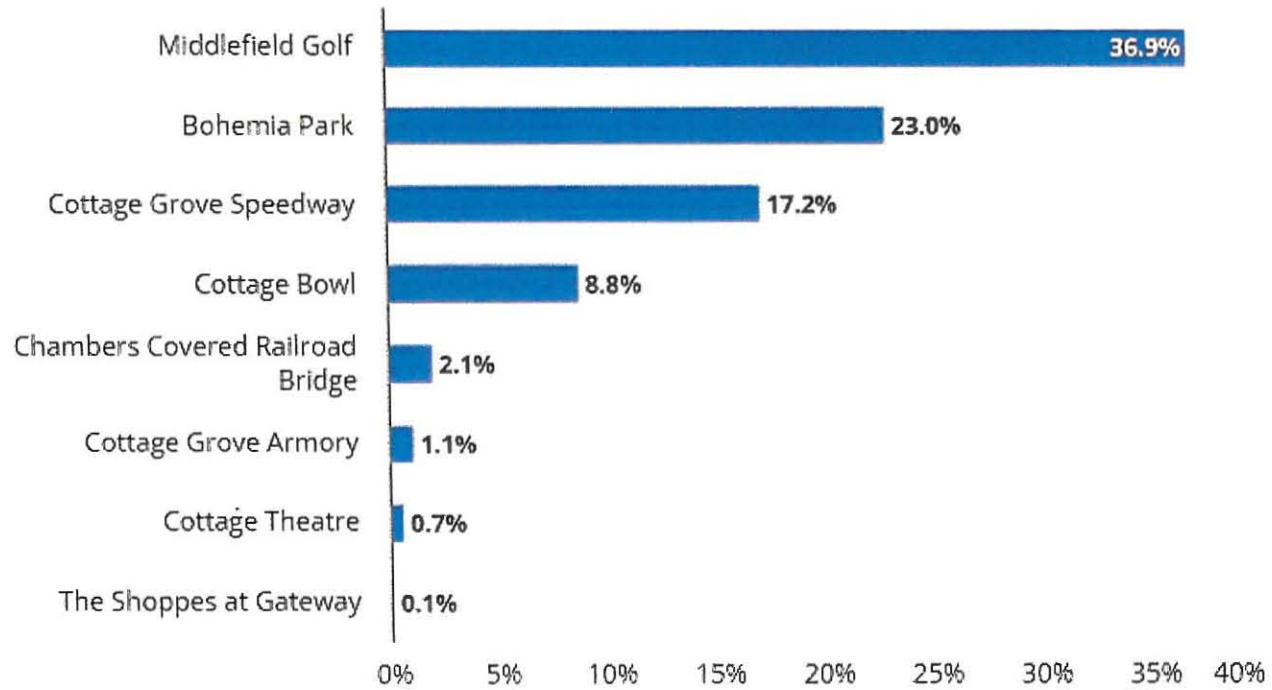
Cottage Grove Tourism Data Review

Cottage Grove Area Chamber of Commerce

Date range: Aug 14 2021 > Aug 14 2023

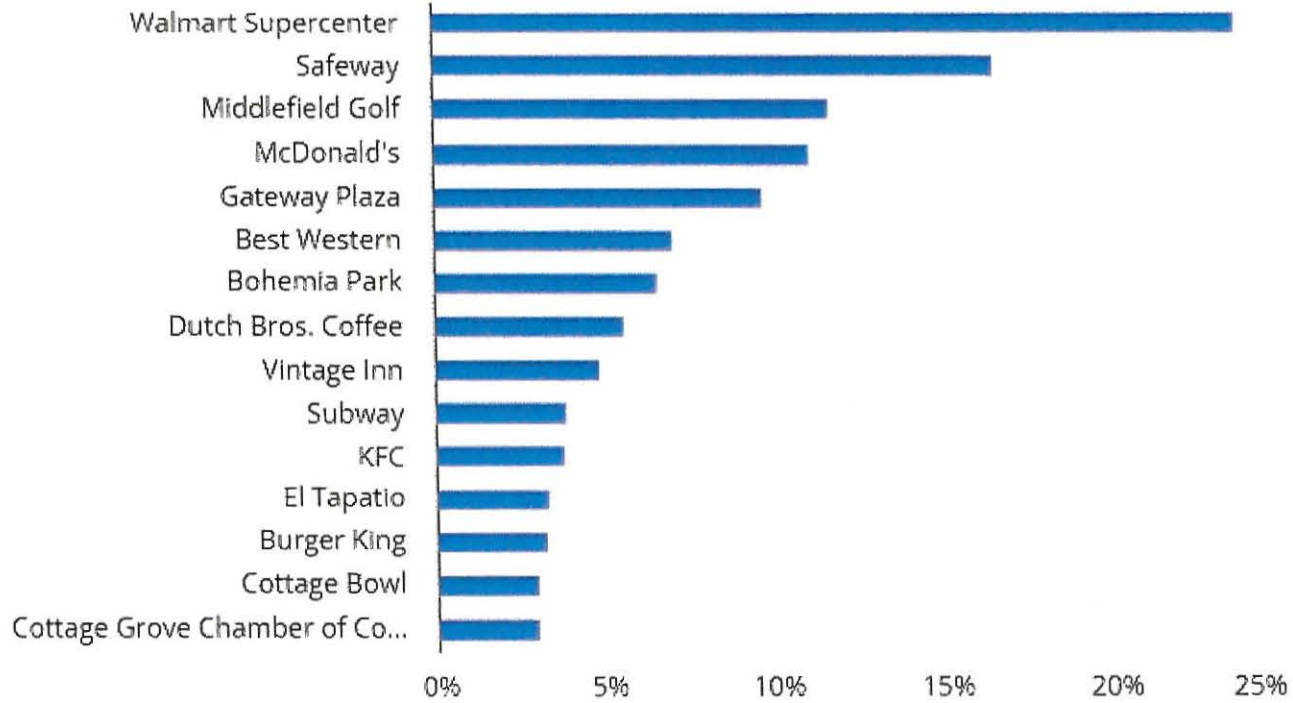
The top 5 points of interest visited in Cottage Grove (e.g., Chambers Covered Bridge, Bohemia Park, and Visitors center);

City - Primary POI Traffic from Travel Lane County Website



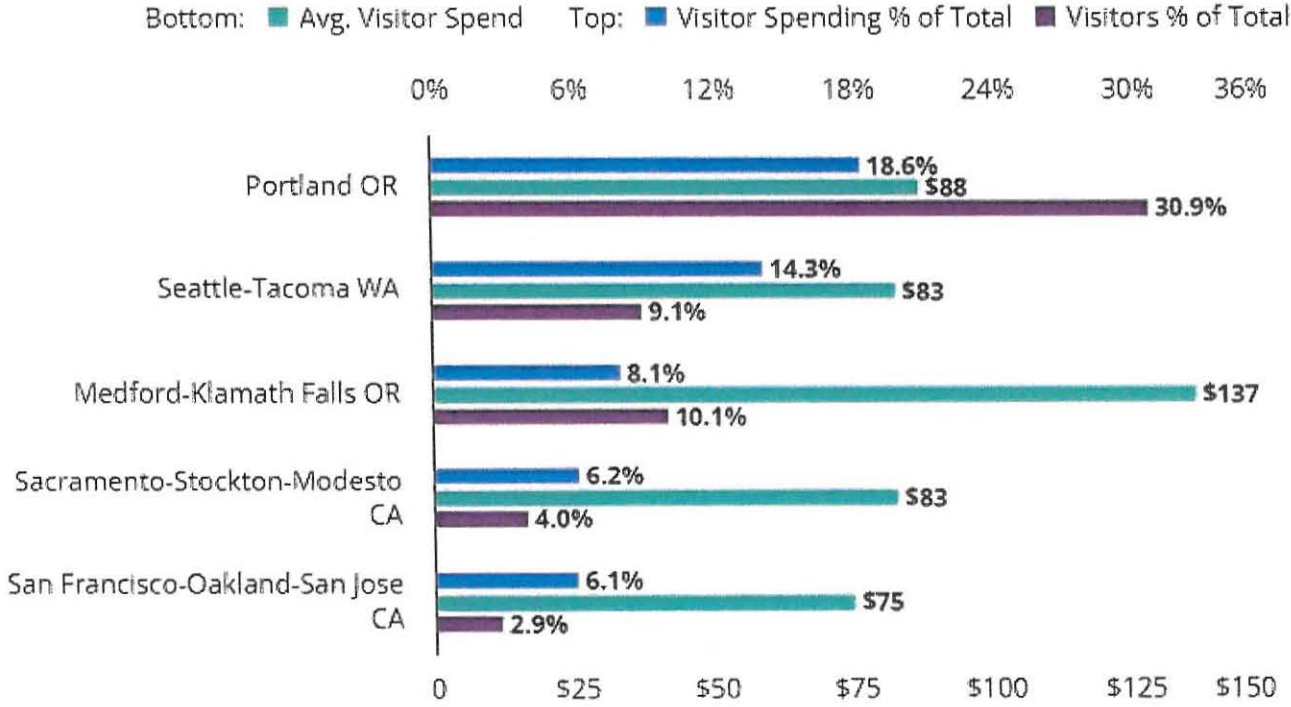
Date range: Aug 14 2021 > Aug 14 2023

Most Visited POIs



Data on the top tourism visitor feeder markets and spending data;

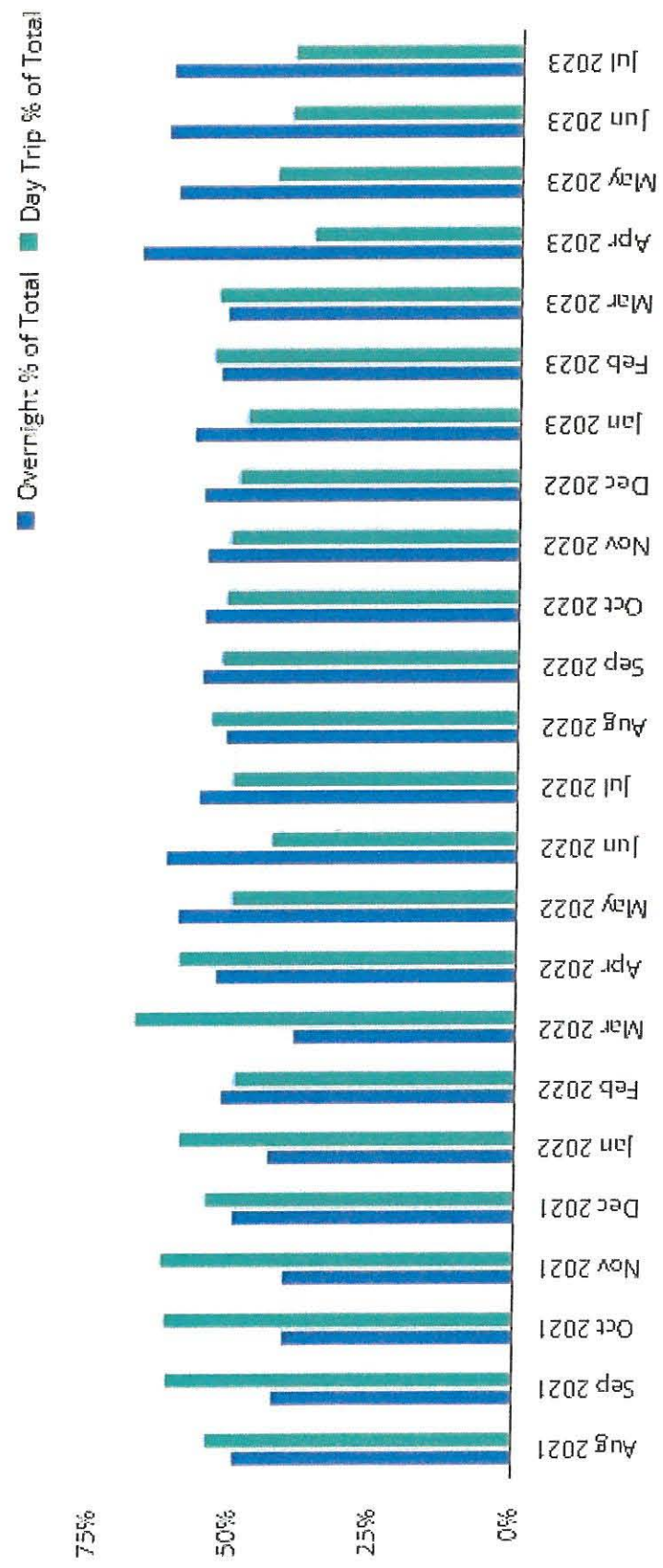
City - Top 5 Visitor Spend DMAs Compared to Visitation



Breakdown of #2 above for overnight stays and day visits

PORTLAND OVERNIGHTS

Overnight vs. Day Trip - Summary



Important 2024 Cottage Grove projects and activities in 2024 that will benefit tourism

1. Bohemia Park Entry Project
2. Main Street Refinement Plan Project
3. Lane County Parks Levy improvements to Baker Bay
4. Lane County Parks formation of a Covered Bridge Task Force in Spring of 2024 to address funding for repair and preservation of bridges

The importance of strong partnerships

