

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
MAY 28, 2024**

CALL TO ORDER

Mayor Solesbee called the meeting to order at 7:04 pm in the Council Chambers at City Hall.

ROLL CALL / PLEDGE OF ALLEGIANCE

City Recorder Mindy Roberts called the roll. The following were

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

PRESENT VIA ZOOM WEBINAR:

COUNCIL ABSENT:

YOUTH REPRESENTATIVE:

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

STAFF PRESENT VIA ZOOM WEBINAR:

CITY ATTORNEY: Armand Resto-Spotts

MEDIA PRESENT: The Sentinel

ITEMS ADDED TO THE AGENDA

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADD TO THE AGENDA ITEM 8 (E), A DISCUSSION REGARDING THE DIRECTION FOR THE DEVELOPMENT OF THE CLEVELAND PROPERTY.

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							

Motion carried.

APPEARANCE OF INTERESTED CITIZENS

(a) Items not on the Agenda

Cindy Weeldreyer, non-City resident expressed appreciation for Council’s willingness to discuss homelessness challenges at the recent Work Session. She shared her experience with participating in a Cottage Grove Police ride-a-long and appreciation for the VFW Memorial Day ceremony.

(b) Action Items on the Agenda

Art Lancaster, City Resident – Ward 2 inquired about emergency assistance that was given to the City of Cottage Grove for people with home damage and injuries due to the storm.

Susan Lawn, City resident expressed continuing concern about the homeless situation and encouraged the City to identify homeless individuals and get them proper help.

PUBLIC HEARING

None.

CONSENT AGENDA

(a) Pride Month Proclamation

(b) Approval of Annual Liquor License Renewals

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY MAYOR SOLESBEE TO REMOVE THE PRIDE MONTH PROCLAMATION FROM THE CONSENT AGENDA AND MOVE IT TO ITEM 11 ON THE AGENDA.

Councilor Fleck stated that anyone could remove an item from the Consent Agenda and that a second to the motion was not needed.

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

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

The vote on the motion was as follows:

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

Motion carried.

RESOLUTIONS AND ORDINANCES

- (a) An Ordinance Granting a Non-Exclusive Telecommunications Franchise to Ziplly Fiber Pacific, LLC

Public Works and Development Director Faye Stewart read aloud the memorandum regarding the proposed franchise agreement with Ziplly Fiber.

Council concerns and discussion included:

- Having consist terms and benefits across all providers.
- Ensuring that undergrounding would take place when feasible.
- Encouraging competition amongst service providers for potential savings to the user.
- Clarification of conflicting contract language regarding undergrounding.

City Attorney Armand Resto-Spotts discussed the conflicting contract language and suggested revising the contract to retain only Section 5.10 to capture Council’s intent regarding undergrounding.

Public Works and Development Director Faye Stewart asked if that would be a substantive change which would require the ordinance to be reread.

City Attorney responded, if a revision was made the ordinance would need to be reread. He added that Council could proceed with it as written because there was a specific, pertinent section on undergrounding, if there was ever confusion on the matter.

Councilor Ervin suggested proceeding with the agreement as is, in order to keep the timeline moving and added that Staff could bring back a properly noticed amendment in the future.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT ORDINANCE NO 3183.

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. 3183 adopted.

- (b) An Ordinance Amending the City of Cottage Grove Municipal Code Title 14 Land Use Map, the City Wide Zoning Map for Dagild LLC, ZC 1-24, 55 S. 17th Street, Map/Tax Lot 20-03-28-44-02900 (Parcel 2 of CG File No. P 2-24)

Assistant City Planner Leni Crow provided background information regarding the proposed zone change. They said the Planning Commission held a public hearing and approved the zone change on May 15, 2024 and added that Council was now being asked to consider ratifying the Planning Commission’s decision.

Councilor Fleck expressed concern that a Type III process was being brought to Council when it usually ends with Planning Commission’s approval.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT ORDINANCE NO. 3184.

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. 3184 adopted.

BUSINESS FROM THE CITY COUNCIL

(a) Rescind Declaration of Emergency for January 13, 2024 Winter Ice Storm

Public Works and Development Director Faye Stewart shared history of the storm, the Emergency Declaration, storm clean-up progress and said the list of items eligible for reimbursement had been expanded. In response to public comments, he shared challenges that emergency responders experienced and said he was not aware of any specific funding or assistance available to individuals. He added that it was now time for Council to consider rescinding the Emergency Declaration.

Councilor Fleck commended City Staff for quickly responding to the needs of the community during the storm, he acknowledged communication challenges to reach all citizens and apologized if individuals were not able to access assistance provided by Community Sharing.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO RESCIND THE DECLARATION OF EMERGENCY DECLARED ON JANUARY 13, 2024 FOR THE ICE STORM.

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							

Motion carried.

(b) Council Approve Purchase of a Public Utility Easement from Leah Richards Revocable Trust

Public Works and Development Director Faye Stewart shared that this easement and the next item on the agenda would allow the City to install a new water distribution line from the future reservoir site, across the Richard's and Childers' property, to connect to the top of Taylor Avenue. He provided information regarding the location of the reservoir site and the size and location of the property needed to accommodate the waterline.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO PURCHASE THE 140 SQUARE FOOT PUBLIC UTILITY EASEMENT FROM THE LEAH RICHARDS REVOCABLE TRUST AND AUTHORIZE THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS.

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

Discussion was held about the language used in the memorandum regarding the purchase.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

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

Motion carried.

- (c) Council Approve Purchase of a Public Utility Easement from Jimmie A. Childers Revocable Trust

Public Works and Development Director Faye Stewart explained that this item was in conjunction with the previous agenda item. He said this easement would cross two of the Childers' properties in order to connect to the existing main line at the end of East Taylor Avenue.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO PURCHASE THE 55,197 SQUARE FOOT PUBLIC UTILITY EASEMENT FROM JIMMIE A. CHILDERS REVOCABLE TRUST AND AUTHORIZE THE CITY MANAGER TO SIGN ALL NECESSARY DOCUMENTS.

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

Discussion was held about the zoning of the land and if it was in the Urban Growth Boundary.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

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

Motion carried.

(d) Award of Bohemia Park Expansion, Entry Plaza Project Contract

Mayor Solesbee recused herself from the discussion and vote and left the Council Chambers at 7:52 pm.

Public Works and Development Director Faye Stewart provided Council with information regarding the Invitation to Bid process, the range of bids received and shared that both bids received were over the available project construction budget of \$1,350,000. He said the City negotiated with the lowest responsive bidder to discuss options to bring the proposed contract within cost and he shared the items that would be removed or changed from the project. He added that approximately \$1.1 million dollars would come from the Economic Development Administration (EDA), \$350,000 from Oregon State Parks and the remaining would come from the City's SDC funds and owner provided items. He said the total project cost was \$1,650,000, leaving approximately \$75,000 in contingency for unforeseen circumstances.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO AWARD THE BOHEMIA PARK EXPANSION, ENTRY PLAZA PROJECT TO PACIFIC EXCAVATION AND AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT AND ALL ASSOCIATED DOCUMENTS PROVIDED NO PROTESTS ARE RECEIVED AND THE PREVAILING COMPANY HAS RECEIVED THE INTENT TO AWARD.

Council President Ervin announced the motion with a second and called for discussion.

Councilor Ervin asked for information about the water tower and reader board feature.

Public Works and Development Director explained that although the feature was removed from the plans, there are continuing efforts to raise funds for the reader board and possibly an additional reader board elsewhere in the community.

Council President Ervin called the vote.

The vote on the motion was as follows:

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

Motion carried.

Mayor Solesbee reentered the Council Chambers.

(e) Annual Urban Forestry Committee Report to City Council

City Planner Eric Mongan presented the 2024 Committee Report. He shared the names of committee members and the background and experience of the newest members, Justin Tidrick and Richard Vasquez. He announced the City of Cottage Grove received its 13th Tree City USA Award, its 7th Growth Award and shared the required criteria in order to receive them. He highlighted work that took place to clean up after the ice storm and the goals for 2024-25. City Planner mournfully acknowledged the loss of Urban Forestry Committee member Susan Johnson and highlighted her passion, commitment and contributions to the community.

Public Works & Development Director Faye Stewart shared that City Staff had planted two flowering cherry trees at Coiner Park, donated by the Earth and Social Justice Committee from the Presbyterian Church in honor of Susan Johnson.

(f) Discussion for the Direction of the Cleveland Property

City Planner Eric Mongan asked Council for direction, based on information they received in Executive Session, regarding three letters of intent for the City owned Cleveland Property. He said Staff is requesting direction regarding land division and the creation of three lots.

Councilor Fleck asked if Staff needs specific options or general direction.

City Planner replied that general direction from Council would be sufficient.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO AUTHORIZE STAFF TO CREATE THREE PARTITIONS IN THE GENERAL PROXIMITY OF THOSE INDICATED ON THE MAP IN ORDER TO WORK ON SALES AGREEMENTS AND FINALIZE THE DIRECTION OF THE DEVELOPMENT.

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							

Motion carried.

(g) Concerns from Council

Council comments and discussion included:

- Councilor Ervin expressed concern with the impacts of the proposed budget as it is written and suggested that Council consider changes in the Community Services and Library Departments. He encouraged the evaluation of different staffing models in an effort to reduce spending while retaining levels of service.
- Councilor Dreher suggested that Council hold a Public Safety Work Session to discuss the current level of Public Safety in Cottage Grove, what the community wants and what the City can afford. She also proposed that the first meeting of the month be a Regular Council meeting and the second be used as a Work Session in order to be able to discuss topics in depth.
- Mayor Solesbee expressed concern with the proposed budget. She said the City would need to work some things out, figure out ways to save money and she welcomed holding Work Sessions as Councilor Dreher suggested.

BUSINESS FROM THE CITY MANAGER

(a) Homelessness Work Session Follow Up

City Manager Mike Sauerwein utilized a PowerPoint to provide Council updated costs associated with the operation of the homeless sites and Staff recommendations to develop a business plan with St. Vincent de Paul, attached as *Exhibit A*.

Council questions and discussion included:

Councilor Fleck asked to clarify that a contract with St. Vincent de Paul would primarily be for the use of City property and that St. Vincent de Paul would secure funding necessary to operate the shelters. He expressed excitement for the opportunity to improve the homelessness situation and supported Staff recommendations.

Councilor Savage asked to clarify that the water cost was not actually billed, but the cost is representative of what would be billed based on usage. She expressed support of the direction recommended by Staff.

Councilor Merryday expressed appreciation for the time and effort spent discussing homelessness at the Work Session and said he supports the direction proposed by City Staff.

Councilor Stinnett said he was pleased by the positive conversations that took place at the Work Session and for St. Vincent de Paul providing encouraging answers to Council's questions.

Councilor Ervin shared that he felt a bit of relief after the Work Session. He said he was encouraged that St. Vincent de Paul's decisions are data driven, he is optimistic and looks forward to moving in a good direction.

Mayor Solesbee said she was trying to remain optimistic and asked that a plan be brought to Council before moving forward with St. Vincent de Paul. She said Carry it Forward did not have a good success rate and she did not want to go down the same road again.

Councilor Fleck acknowledged frustration with the homeless situation and said he was encouraged and does not see any negative.

City Manager Mike Sauerwein confirmed a consensus of Council to begin creating a well-funded business plan with St. Vincent de Paul before proceeding.

Councilor Ervin requested an opportunity for public input before any decisions were made.

BUSINESS FROM CITY ATTORNEY

- (a) Report from City Attorney

None

ITEMS REMOVED FROM THE CONSENT AGENDA

- (a) Pride Month Proclamation

Councilor Ervin stated that he requested the Pride Month Proclamation be removed from the Consent Agenda because he cannot support it and added that proclamations should be a declaration of what is good for all of the community.

Mayor Solesbee stated lack of support for the Pride Month Proclamation. She said she supports equal rights for all people and that everyone should feel safe. She expressed disapproval in the process used to get the proclamation on the agenda and said the government should not be weighing in on people's sexuality.

Councilor Savage apologized if the process used to get the proclamation on the Agenda was not well received and added that the proclamation was a way to recognize some amazing people in the community who do not feel recognized and supported.

Councilor Stinnett said he viewed this as a very similar proclamation with universalities and he asked Councilor Ervin to explain his objections.

Councilor Ervin responded that he would be happy to have a conversation after the meeting and added that he does not affirm open relationships or celebrate things that he thinks are sinful.

Councilor Fleck said this is a tough subject for Council to address and that he too wants to follow his moral compass. He acknowledged unacceptable violence in our country and said every citizen has a Constitutional right to freedom.

Mayor Solesbee requested Councilor Savage read the proclamation aloud..

Discussion was held about who would read the proclamation aloud.

Councilor Savage read the Pride Month Proclamation aloud.

ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 8:53 pm.

The next regular City Council Meeting will be held June 10, 2024 at 7:00 pm in the Council Chambers at City Hall.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor

EXHIBIT A

Follow-Up Cottage Grove City Council Worksession

Tuesday, May 28, 2024
Regular City Council Meeting

Overview

- ▶ Included in your Meeting Packet.
 - ▶ Whiteboard Pain Points.
 - ▶ Comment Cards.
- ▶ Updated History and Hard Costs for Shelter Operations in Cottage Grove.
- ▶ City Staff's Recommendations - Next Steps.

Updated History and Hard Costs for Shelter Operations in Cottage Grove

Douglas Street Site

- ▶ 2021-2022
 - ▶ Purchase and House Demolition - \$297,839. (Property originally planned for low income housing) (ARPA Funds)
- ▶ 2022-2023
 - ▶ Site Preparation - Staff and Equipment Costs - \$51,334.57
 - ▶ Road Construction - Staff and Equipment Costs - \$1,373.16
 - ▶ Signage - \$297.56
 - ▶ Water - \$822.07
 - ▶ Restroom - \$5,689.50
 - ▶ Daily Garbage Provided.

History and Hard Costs for Shelter Operations in Cottage Grove

Douglas Street Site, Continued

- ▶ 2023-2024 Year to Date
 - ▶ Water - \$838.54
 - ▶ Restroom - \$6,986.34
 - ▶ Daily Garbage Provided.

History and Hard Costs for Shelter Operations in Cottage Grove, Continued

12th Street Site

- ▶ 2022-2023
 - ▶ Water - \$455.87
 - ▶ Restroom - \$3,643.01
 - ▶ Electricity - \$6,239.38 (October 2022 - June 2023)
 - ▶ Daily Garbage Provided.
- ▶ 2023-2024 Year to Date
 - ▶ Water - \$899.01
 - ▶ Restroom - \$8,342.18
 - ▶ Electricity - \$9,847.97 (July 2023 - March 2024)
 - ▶ Daily Garbage Provided. Large Clean Up about \$800.00.

History and Hard Costs for Shelter Operations in Cottage Grove, Continued

Highway 99 Site

▶ 2022-2023

- ▶ R Street Property Purchase - \$210,870 (ARPA Funds)
- ▶ Remodel Bathrooms and House - Staff and Equipment Costs - \$366,144.01
- ▶ Update - Upgrade Electrical Transformer -
- ▶ Update - Fencing Site - \$11,500
- ▶ Daily Garbage Provided.
- ▶ Consultant Fee - \$200,000 Annually (ARPA Funds)
- ▶ Water/Sewer - \$643.65
- ▶ Restroom - \$1,376.78
- ▶ Electricity - \$ 8,993.61 (October 2022 - June 2023)
- ▶ Phone/Internet, Including Installation \$6,020.66 (October 2022 - June 2023)

History and Hard Costs for Shelter Operations in Cottage Grove, Continued

Highway 99 Site, Continued

- ▶ 2023-2024 (Year to Date)
 - ▶ Consultant Fee - \$200,000 Annually (ARPA Funds)
 - ▶ Water/Sewer - \$811.06
 - ▶ Restroom - \$5,193.80
 - ▶ Electricity - \$ 6,609.60(July 2023 - May 2024)
 - ▶ Phone/Internet - \$3,832.34
 - ▶ Daily Garbage Provided.

History and Hard Costs for Shelter Operations in Cottage Grove, Continued

Going Forward

City Staff is developing a plan to accurately capture both hard and soft costs associated with Shelter Operations. The plan will be implemented as part of the 2024-2025 Fiscal Year Budget.

City Staff's Recommendations

Next Steps

- ▶ In cooperation with St. Vincent de Paul...Develop a Business Plan for the proposed Connector Shelter and possibly the Highway 99 Shelter.
 - ▶ Very strong emphasis on Stable and Sustainable Long Term Funding.
 - ▶ Work with the City Attorney on an Appropriate Procurement Process for Contracting with St. Vincent. (lease or service contract)
 - ▶ Transition the 12th Street and Douglas Street Shelters to the Connector Shelter. This will include a Plan for Closing the 12th Street and Douglas Street Shelters.
 - ▶ Possibly Re-purpose the Highway 99 Shelter. (Shelter will be mothballed June 30, 2024)
- ▶ Re-purpose the Douglas Street Shelter site for Low Income Housing.

Questions???

