

COTTAGE GROVE CITY COUNCIL
REGULAR MEETING MINUTES
June 27, 2016

CALL TO ORDER

Mayor Thomas Munroe 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: Mayor Thomas Munroe, City Councilors Kenneth Michael Roberts, Jake Boone, Jeff Gowing, Garland Burback, Amy Slay and Mike Fleck

ABSENT:

YOUTH

REPRESENTATIVE: Emma Meyers

STAFF PRESENT: City Manager Richard Meyers, Finance Director Bert Likens, Public Works Director Jan Wellman, Community Development Director Howard Schesser, Community Services Director Pete Barrell, and Interim Police Chief Scott Shepherd

CITY ATTORNEY: None

OTHERS PRESENT: Cameron Reiten, KNND Radio; Jon Stinnett, The Sentinel

ITEMS TO BE ADDED TO THE AGENDA

City Manager, Richard Meyers, said there weren't any items to be added, but Council had been provided with three documents that had been changed from the ones that were in their Council packet, items 8(b); 8(e); and 10(b).

PROCLAMATION

Mayor Munroe read the National HIV Testing Day Proclamation.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Travis Palmer, 201 Pond Turtle Way, Cottage Grove, said the City had done a fantastic job of supporting the graffiti removal abatement program. He thought the next thing to add to the list was the issue of shopping carts. He said he had personally spoken with representatives from every grocery store and none of them allowed carts to be taken from their properties. He said it was getting to be a major issue with carts being left all over town and it made the City look bad and left a bad impression.

PUBLIC HEARINGS

(a) Public Hearing on Proposed Uses of State Shared Revenues

Finance Director, Bert Likens, said State law required the City to hold two public hearings on proposed uses of State Shared Revenues, one before the Budget Committee which was held on May 10, 2016 and one before the City Council. She said the hearings allowed citizens the opportunity to comment about the use of the proposed shared revenues.

Mayor Munroe opened the public hearing.

No one appeared to speak.

Mayor Munroe closed the public hearing.

(b) 2016-17 Budget Hearing

Finance Director, Bert Likens, said the Budget Committee had approved the 2016-17 Budget. The hearing was a requirement of Oregon Revised Statutes and had to be held prior to the City Council adopting the Budget Resolution. She said the hearing allowed citizens the opportunity to comment on how the City spent its money. She said the Budget Committee made three modifications to the proposed budget which included: creating a line item to contribute funds for TEAM Cottage Grove in the amount of \$500 and creating a line item to contribute funds of \$1500 to Bohemia Mining Days, both of which were placed in the Community Promotions Department in the General Fund. She said the Budget Committee also approved increasing the Watershed Council line item in the amount of \$2500. She said the budget changes approved by the Budget Committee had been online and available for review.

Mayor Munroe opened the public hearing.

No one appeared to speak.

Mayor Munroe closed the public hearing.

(c) Public Hearing to Redesignate 7.95 acres to Low Density Residential and Rezone to R-1 Single Family Residential (MCPA-1-16). Mary Harting & City of Cottage Grove

Community Development Director, Howard Schesser, said the public hearing was to rezone the Kathleen Views Subdivision, including one property on 6th Street, from High Density Residential to R-1 Single Family Residential. He said the property was all developed as single family residential. He said Planning Commission held a hearing on June 15, 2016 and no one spoke at the hearing. He said they amended Goal 10 Housing as a result of the input that came from the Fair Housing Council of Oregon.

Mayor Munroe opened the public hearing.

No one appeared to speak.

Mayor Munroe closed the public hearing.

CONSENT AGENDA

- (a) Approve Minutes of June 13, 2016 Regular City Council Meeting

IT WAS MOVED BY COUNCILOR GOWING AND SECONDED BY COUNCILOR BOONE TO APPROVE THE CONSENT AGENDA.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

RESOLUTIONS AND ORDINANCES

- (a) Resolutions Concerning State Shared Revenues

Finance Director, Bert Likens, said ORS required the City to adopt an ordinance or resolution stating the City wanted to receive State Revenue Sharing monies. She said it further required the City to pass a resolution stating that the City provide at least four designated municipal services, which the City did. She said two public hearings had been held, one by the Budget Committee and one by the City Council. She said it was now appropriate to adopt the resolutions.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR FLECK THAT RESOLUTION NO. 1906 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR BURBACK THAT RESOLUTION NO. 1907 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(b) Resolution Adopting the 2016-17 Budget, Making Appropriations, and Imposing and Categorizing Ad Valorem Taxes

Finance Director, Bert Olsen, said the Budget Committee approved the 2016-17 Budget and Council held the public hearing tonight. She said the City was required to adopt a budget for the new fiscal year no later than June 30, 2016. She said she had made one change to the Resolution which was provided to Council. The change was in the Building Inspection Program Fund where one line was left out but the total for the fund was correct.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR BURBACK THAT RESOLUTION NO. 1908 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(c) Resolutions Transferring Appropriations Within the General Fund

Finance Director, Bert Likens, said it was necessary to move funds within the General Fund – Library Department, Parks Department, Court Support Services Department, Community Promotions Department and Non-Departmental Department, to cover unexpected expenditures in the 2015-16 Budget in the amount of \$50,550. She explained what the transfers were for and what departments they affected.

Mayor Munroe asked if there were any comments from the public.

There were no comments.

IT WAS MOVED BY COUNCILOR GOWING AND SECONDED BY COUNCILOR FLECK THAT RESOLUTION NO. 1909 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(d) Resolution Amending the Comprehensive Fee Schedule

City Manager, Richard Meyers, said the Resolution amended the Comprehensive Fee Schedule for annual utility rate increases that were adopted in the budget. He said it also amended fees in several other departments and all the proposed increases were highlighted in the proposed Resolution.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR BURBACK THAT RESOLUTION NO. 1910 BE ADOPTED.

Mayor Munroe asked if there were any comments from the public.

There were no comments.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(e) First Vote for Ordinance Amending Comprehensive Land Use Plan Diagram Map and the 14 Land Use District Map for Property Located in the Kathleen Views Subdivision (MCPA 1-16) Harting/City of Cottage Grove

Community Development Director, Howard Schesser, said the Council held a public hearing and no one spoke. He said the Planning Commission was recommending approval. He said staff was also recommending approval. He said because the Ordinance had been available for more than a week, Council could adopt in one meeting.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR BURBACK THAT ORDINANCE NO. 3063 BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Mayor Munroe announced the Ordinance had passed and would be affective in thirty days.

BUSINESS FROM THE CITY COUNCIL

(a) Concerns from Council

Councilor Burback said he attended the EBID meeting and they had approved a \$5,000 donation towards the airport building and donated money to Bohemia Mining Days for their Sunday train. He also commented on his experience in returning a shopping cart to one of the stores.

Councilor Gowing commented about a misquote of a comment of his in The Sentinel regarding the marijuana processing business on 10th Street. He said he was willing to put in a buffer around the business and said it was better to go back and allow it later than it was to try and get rid of it once it was in place.

Mayor Munroe said he had received a call from a store manager who complained that a City employee from the shops was rude and told him that his store needed to come and get their shopping carts. The store manager asked him why the City couldn't deliver them to the store and he said he told them why they couldn't deliver. He said the manager said he would keep better control of the shopping carts.

Mayor Munroe asked about the bridge at Main and River Road and what the status was.

Richard said no news was good news and there hadn't been any movement since the City began keeping track. He said the City hadn't received any information back from the engineers.

Councilor Boone said since all the stores had commented that they didn't let people take carts from their property, citizens who saw people pushing carts from a store should call the police.

Councilor Fleck said Community Sharing did have shopping carts which were occasionally used by their clients to take items home.

BUSINESS FROM CITY MANAGER

(a) Report on All-America City Square Planning Project

City Planner, Amanda Ferguson, said the All-America City Square planning project was funded by the State Historic Preservation office. She said Dougherty Landscape Architects out of Eugene was hired for the project and ran an open house and a charrette with approximately 30 to 40 community members attending both sessions. She said the end results were in the Final Report dated June 14, 2016, which was provided in the Memo to Council. She said the intent wasn't to redo the square, it was intended to try and address some maintenance issues as well as do some of the elements from the original design that had never been implemented for lack of money. She said the changes were small scale: refurbish the mural with the local artist; remove the center planter and replace with a locally designed mosaic mural; add an extra entrance from 7th Street; open a connection to the adjacent parking lot; add interpretive signs; finish the tower; add security cameras which the City had already planned to install; and possibly install public art. She said the plan included recommendations on how to address the range of requests that were made during the planning process. She said most of the work could be done by City staff as match on the grants. She said she was looking for the Council to accept the report and once accepted, staff would move forward with grant writing.

Mayor Munroe asked about the changing of the name.

Amanda said it came up many times and was included in the report. She said EBID had concerns about the changing of the name because it was given to them as part of the \$55,000 donation to purchase the land. She said the name could be changed to reference Opal Whitely but keep the All-America City Square name as well. She said the findings in the project were trying to reflect all the comments heard during the planning project, there were none removed.

Councilor Roberts said he was there for most of the process and that it was very well done. He said he lived near the park and had worked on various events in the park, and that it brought joy to the citizens of Cottage Grove and those who visited Cottage Grove.

Mayor Munroe asked about the picnic tables that were in the square at one time but had been removed due to vandalism. He asked if there was any plan to put tables in the square.

Amanda said there were plans to put benches in but not tables.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR GOWING TO APPROVE THE FINAL REPORT ON THE ALL-AMERICA CITY SQUARE PLANNING PROJECT DATED JUNE 14, 2016.

Christina Hubbard, 30521 Overholser Road, Cottage Grove, representing Friends of Main Street said a lot of members had attended the meetings. She said the reports she received were positive and everyone felt good about the changes. She said in regards to the name change, most people that lived in and around the park referred to it as Opal Whitely Park and incorporating it into the All-America City Square would be a good idea. She said they were pleased that Amanda included their suggestions in the report from when they were doing the Main Street Refinement Plan. She

said it was good to see the cooperation working on the project. She thanked the Council for their consideration and Amanda for her hard work.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(b) Approve Contract and Expenditure for Armory Fundraising

Community Development Director, Howard Schesser, said the window restoration project on the south and east sides of the building were nearly completed with funds from a grant from SHIPO. He said the project would be eligible for de-federalized funds from the Regional Rehabilitation Housing Program. He said bids were sought from three different consultants who did grant writing and two of those stated they didn't have the capacity or time for the project. He said Christina Lund Consulting had responded with a proposal which included a team of seven members, one of which was one of the consultants who didn't submit a proposal. He said they had a history of getting grants and Bohemia Park was an example. He said the proposal was to write a minimum of 80 grants and hold one major donor event each year over a 30 month period. He said the City would have to put up \$100,000 up front that would be repaid from the grants. He said since the grants were not federal grants, they would include money for administration and grant writing. He said if the City wasn't satisfied with the meeting of the marks, the City could cancel the contract with 60 days written notice. He said the City Attorney had reviewed the contact and provided some minor changes. He said it was staff's recommendation that the City Manager be authorized to execute the agreement.

IT WAS MOVED BY COUNCILOR BOONE AND SECONDED BY COUNCILOR BURBACK THAT SECTIONS 2, 4 AND 16 OF THE CONTRACT FOR CHRISTINA LUND CONSULTING BE AMENDED AND THE CITY MANAGER BE AUTHORIZED TO EXECUTE THE CONTRACT IN THE AMOUNT NOT TO EXCEED \$443,000.00.

The vote on the motion was as follows:

VOTE	Councilor Roberts	Councilor Boone	Councilor Gowing	Councilor Burback	Councilor Slay	Councilor Fleck	Mayor Munroe
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(a) Report from City Manager

City Manager, Richard Meyers, reminded Council of their homework for the July 11th Council meeting of LOC Legislative Priorities.

Richard said the Eugene Symphony was going to be at the Bohemia Park Amphitheater on Monday, July 18th. He said the evening would begin at 5:30 pm in the pavilion with an instrument petting zoo where people would be able to use and play the instruments under the guidance of the musicians. He said at 6:30 the community band would play and following that the #instaballet would perform. He said the Eugene Symphony would begin at 7:30 pm. He said the concert was being paid from sponsors and donations. He said the City was also selling “Music in the Park” buttons for \$5.00 and for each one purchased people would receive a raffle ticket.

Richard said on August 13th, there would be the showing of the film “The General” at the Bohemia Park Amphitheater. He said there would also be a train show at the Armory that weekend with the Lane County Model Train Group.

Richard said on October 22nd there was going to be a Mayor’s Ball or something similar at the Armory, with donors to showcase the Armory and encourage donors to give grants for the renovation of the facility.

Richard congratulated the Mayor on the birth of his great-grandson on June 22, 2016.

BUSINESS FROM CITY ATTORNEY

(a) Report from the City Attorney

None.

ADJOURNMENT

There being no further business, Mayor Munroe adjourned the regular meeting of the City Council at 7:55 p.m.

The next regular City Council Meeting will be held June 27, 2016 at 7:00 p.m. in the Council Chambers at City Hall.

Trudy Borrevik, City Recorder

Thomas C. Munroe, Mayor