

**COTTAGE GROVE CITY COUNCIL MEETING
MINUTES
March 9, 2009**

CALL TO ORDER

Mayor Gary Williams called the meeting to order at 7:30 p.m. in the Council Chambers at City Hall.

ROLL CALL/FLAG SALUTE

City Recorder Joan Hoehn called the roll. The following were

Present: Mayor Gary Williams, City Councilors Wayne Clark, Diane Conrad, Mike Fleck, Lynn Miller, Thomas Munroe, Heather Murphy

Youth Representative Teagan Settlemeyer was present.

Staff Present: City Manager Richard Meyers, Public Works Director Jan Wellman, Police Chief Mike Grover, Community Services Director Pete Barrell, City Planner Amanda Ferguson

City Attorney Sean Kelly was present.

No news media were present.

ITEMS TO BE ADDED TO THE AGENDA

None

PUBLIC HEARINGS

None

PUBLIC COMMENT ON AGENDA ITEMS

None

RESOLUTIONS AND ORDINANCES

(a) Resolution Supporting the Development of Bohemia Park and State Park Grant Application

Richard explained that the resolution is to voice support for Bohemia Park development and project as well as support an application to the State of Oregon Local Government Grant

Program. This resolution is a new requirement of the grant program. The City has applied twice in the last two years, and hasn't received funding.

IT WAS MOVED BY COUNCILOR FLECK, SECONDED BY COUNCILOR MILLER THAT COUNCIL ADOPT RESOLUTION NO. 1690, "A RESOLUTION SUPPORTING THE DEVELOPMENT OF BOHEMIA PARK AND SUBMISSION OF A STATE PARK LOCAL GOVERNMENT GRANT APPLICATION FOR THE PARK DEVELOPMENT", BE ADOPTED.

Councilor Miller asked if there was anyone else applying for any grants pertaining to this issue.

Richard said there isn't anyone else from Cottage Grove, but there are others from all around the state. This is a very competitive grant program, and the money has gone down. The amount they're applying for this time is less than the previous two to see if they can at least get a little funding from them. They cannot apply again after this one. He explained that Bohemia Foundation has hired LCOG to write the grant this time, and the person writing it has written some successful park grants in the past for other organizations.

The vote on the motion was as follows:

VOTE	Councilor Fleck	Councilor Miller	Councilor Munroe	Councilor Murphy	Councilor Clark	Councilor Conrad	Mayor Williams
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

BUSINESS FROM THE CITY COUNCIL

(a) Audit Committee Meeting/Annual Audit Acceptance

Richard said Council has the Comprehensive Annual Financial Report (Audit) for last fiscal year. The audit committee has reviewed this with the auditor. It was a clean opinion, and the auditor found no major or significant issues or problems. Richard said staff isn't very happy with the auditor, and will be suggesting that they go out for an RFP. The last two years the current audit firm has been very slow.

Councilor Clark commended staff for a job well done and echoed Richard's concern of a more timely representation by the audit company would be a good thing to have happen.

IT WAS MOVED BY COUNCILOR CLARK, SECONDED BY COUNCILOR MILLER THAT THE CITY'S COMPREHENSIVE ANNUAL FINANCIAL REPORT AND AUDIT BE APPROVED BY THE COUNCIL AND PUT ON PERMANENT FILE.

Councilor Fleck said that a lot of the comments in the City’s audit goes well above what’s required. He said Robert Ball, from the banking side, had suggested some cash flows things, which staff was completely willing to address. He echoed Councilor Clark’s comment regarding the good job staff is doing.

The vote on the motion was as follows:

VOTE	Councilor Fleck	Councilor Miller	Councilor Munroe	Councilor Murphy	Councilor Clark	Councilor Conrad	Mayor Williams
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

(b) Concerns from the City Council

1) Councilor Conrad said in November when Council did the judge’s evaluation they reached a consensus that a committee would be formed to evaluate the form for the judge’s evaluation and the judge said he would be happy to be on that committee. She thought Council did have to follow-up with that. She said she would like to be on that committee.

Councilor Murphy explained that there is a subcommittee that’s meeting about the evaluation itself, but she didn’t think they were to work on the form. She was under the impression that the form was okay.

The other Council members agreed with what Councilor Murphy recollected.

Mayor Williams said the committee that has been set up with Mr. Munroe as chair is to hold some meetings with or without the judge and discuss issues of the court and some other things such as communication need between the Council and the judge. The committee will visit with the judge and then come back to the Council with a report on how they should proceed on the judge’s evaluation which is still sort of in a limbo.

Councilor Conrad said she thought there would be a subcommittee and the judge would be part of that, because part of the question was how can the Council truly evaluate the judge’s performance.

Mayor Williams said that it isn’t a change in the evaluation form structure. The committee will do their work and report back and Council will discuss where they go from there.

2) Councilor Conrad said she went to a conference titled, “Local Government Budgeting for Results”, by the League of Oregon Cities. She said the conference made a distinct separation between accounting and budget, and the conference was not about accounting. In the conference they said the budget should really have three kinds of silos: that it address needs of the staff; the

concern of the Council, and the community needs and values and priorities. The role of the budget, “raises the social conscious of a community by making inequities more visible and by exposing a government’s commitment to fairness.” They suggested that the Council and staff review the budget quarterly and review not only the money flow but also to have what they call a fiscal policy analysis. She said they termed the fiscal policy coming from the council. Fiscal policies created by council should be very general. She gave some examples of what they meant. Any fiscal policy should prepare with a three-year projection that would include not only the projects but financing for the projects and that the projects be reviewed yearly. They suggested that the auditor be chosen by the council, so there would be a more objective and trustworthy oversight of the budget.

Councilor Conrad said there was a section called, “Budget for Improved Performance,” and they suggested alternative strategies for budgeting such as to consider privatization or out sourcing or public private nonprofit partnerships and measures for performance and management. She said last of all they had a section called, “Budgeting for Tough Times,” and basically what they said was reconsider everything. She said she provided a disk to the City Manager’s Office that she received at the training, and suggested that as others go to seminars or conferences and bring back information that they share it with Council members.

3) Councilor Murphy said she’s witnessed and been part of conversations around the number of bikes that all of a sudden seem to be on the road. She said they’re riding down the middle of the road and also not following traffic laws. She said in much the same way they talked about pedestrians in crosswalks and people not stopping, she would like to see this issue be addressed.

4) Councilor Miller said that three members of the Council and Richard and Sean from staff took part in a luncheon. She said that many know that Community Partnership kind of fell apart, so the County is bringing together the same people who were the ribs of that organization trying to find ways to address the issue of drugs and alcohol prevention. That’s what this luncheon was about. She said this is all part of the visioning umbrella; number 3 that people are concerned about drug/alcohol consumption prevention. She wanted Council to know this group is meeting and going to decide how they want to do all that.

5) Councilor Munroe said they also had lunch with the president of Pacific Power, and he was very much impressed with the citizens of Cottage Grove by the questions that were brought forth. People asked about what the future looks like for power rates and are there any other projects in the wind as far as maybe biofuels. He said it was very informative, and they were very positive about the City.

6) Councilor Munroe asked Jan how they were doing on the SDCs.

Jan responded that staff hasn’t received the final report yet, but they are very close to releasing the information to the City. Maybe within thirty days.

7) Councilor Munroe asked about the sewer plant license and if staff’s heard any thing from

ODOT as to the wastewater application for irrigation.

Richard said staff hasn't heard anything about the permit from the DEQ. He said essentially the City is approved with ODOT to do the irrigation on the interchange. We just have to wait for that permit from DEQ, and we haven't gotten that yet.

8) Councilor Munroe said he also attended a finance seminar in Roseburg that was put on by the State Tax Department. He said it was very interesting, but beyond his comprehension as far as the paperwork they require. He said he did bring a book back from that session.

9) Mayor Williams pointed out the new State of Oregon flag on the wall in the Council Chambers. He said this flag was one of 84 flags that flew over the State Capitol on February 14th, Oregon's birthday. He said there's a certificate that came with it indicating that on February 14th this flag was flown over the State Capitol.

Richard explained that the other flag on the wall in the chambers is a replica of the national flag when Cottage Grove was incorporated in 1887.

BUSINESS FROM THE CITY MANAGER

(a) Fiber Optic Construction Agreement with Lane Education Service District

Richard said this is a set of some of the first agreements Council is going to receive regarding the fiber optic system. Lane Education Service District received a grant to fund the construction of an installation of fiber in the line that runs from the hut in Creswell to the new middle school and then to the school district office. By referring to the map included in the packet, he showed where the City's hut is located in Creswell and the fiber line already in place and where it would be going under this agreement.

Richard said the City of Creswell put the conduit in the ground when they did their street projects and have had it in the ground for a long time. They don't want it, and put it in the ground specifically for this purpose. Staff will be putting together another agreement with the City of Creswell that says Cottage Grove will basically be taking over that conduit, because we'll be running our fiber through it.

Richard pointed out that the pieces on the school district property will remain in their possession, because they have other telecommunication stuff. The City will be running our fiber through there and will be doing the locates for all of that. This was originally bid with the first bid that went out, and they came in a little less than \$25,000. But at that time, Creswell School District, Lane ESD didn't have enough money to participate in the project. They applied for the grant and got it for more than \$26,000. We'll be going back out for quotes to get this completed and get that fiber pulled through.

Councilor Murphy asked why Creswell is contracting with Cottage Grove as she was not on the

Council when the fiber project first started.

Richard said the fiber lines come from Eugene to Pleasant Hill and back on Cloverdale to Creswell to the railroad tracks. Fiber optic lines can only go about 20 miles before they need to be regenerated. Cottage Grove is farther than 20 miles, so it needed to be regenerated somewhere. Creswell is very interested in having fiber and in working with them it was suggested that a hut be put behind Creswell City Hall, and then they can get it to the schools from there and then to Cottage Grove.

IT WAS MOVED BY COUNCILOR MILLER, SECONDED BY COUNCILOR MUNROE THAT COUNCIL APPROVE THE AGREEMENT AND AUTHORIZE THE CITY MANAGER TO SIGN THE FIBER CONSTRUCTION AGREEMENT WITH LANE EDUCATION SERVICE DISTRICT.

Councilor Conrad said she hopes this project turns out to be a success; however, as a voting Councilor as she has said in the past, she will not be voting in favor of this because of its business plan.

Councilor Fleck explained how the fiber south consortium started which was a failed public/private process that Cindy Weeldreyer actually spurred. There were three separate loops, and this was actually dying. He commended the City for taking the initiative to carry this on, because the benefits to the community are tremendous.

The vote on the motion was as follows:

VOTE	Councilor Fleck	Councilor Miller	Councilor Munroe	Councilor Murphy	Councilor Clark	Councilor Conrad	Mayor Williams
AYES	X	X	X	X	X		X
NAYS						X	
ABSTAIN							

(b) Fiber Optic Data Transport Services Agreement with Lane Education Service District

Richard said this is a partner agreement with Lane Education Service District. After the fiber is in the ground and they're connected to the hut, this will be providing them transport, i.e., the pipe for them to send their on's and off's switch back to Oregon Hall where Lane ESD is located. He said the City isn't providing anything here other than hauling their traffic back to their point. The agreement has a \$500 a month fee that they will be paying the City as a transport fee with an additional \$100 to go into a reserve fund. This would be set up to help maintain and repair and replace equipment as needed.

Councilor Munroe asked if Creswell would have access to this hut.

Richard responded that they wouldn't. The City will be running a fiber line from the hut to the City of Creswell, so there will be another agreement similar to these. They'll be paying \$500.00 a month as well with a \$100 to the reserve.

Councilor Munroe asked if there's anyway the City of Creswell can say because it's on their property they can condemn the situation and cut Cottage Grove off.

Richard responded that the City has an easement which is a square in their parking lot.

Richard said another agreement they'll be bringing is one with the fire district. Their fire hall in Creswell is right there adjacent to the hut as well, and then they could hook up the fire station in Cottage Grove, and they would be able to use the fiber back and forth. Someday they may get a connection in Saginaw as well.

IT WAS MOVED BY COUNCILOR MILLER, SECONDED BY COUNCILOR MUNROE THAT COUNCIL APPROVE THE AGREEMENT AND AUTHORIZE THE CITY MANAGER TO SIGN THE FIBER OPTIC DATA TRANSPORT SERVICES AGREEMENT WITH LANE EDUCATION SERVICE DISTRICT.

Councilor Conrad said her remarks for this motion are the same as the prior motion.

The vote on the motion was as follows:

VOTE	Councilor Fleck	Councilor Miller	Councilor Munroe	Councilor Murphy	Councilor Clark	Councilor Conrad	Mayor Williams
AYES	X	X	X	X	X		X
NAYS						X	
ABSTAIN							

(c) Travel Lane County Presentation

Kari Westlund, President of Travel Lane County, introduced Sally McAleer, one of their vice-presidents who helped lead this branding process that she's here to talk to Council about and is presenting to every council in Lane County. She said they are formally the Convention and Visitors Association of Lane County Oregon, and have been in existence since 1980 formally the Eugene Springfield Convention and Visitors Bureau. In the mid-1990s, they became CVALCO as they are known. She explained that they are responsible for marketing all of Lane County as a visitor destination, and their mission is to increase the number of overnight visitors to Lane County. Kari mentioned that Julie Johns, a board member representing South Lane, was in the audience and participated as a member of the Brand Advisory Committee.

Kari gave a PowerPoint presentation (a copy is attached as Exhibit A) on the process used to change to their new name, Travel Lane County. She explained that they hired a consultant, and

created a Brand Advisory Committee. She explained the process the consultants went through to gather information, they listed competitive strengths, looked at issues related to what was needed, destination naming issues, visual identity criteria, and what to convey. The tag line the consultants came back with was “Real Adventures. Real Close.” The organizational name came back hands down, “Travel Lane County”, which they feel pretty good about.

Kari talked about the Visitor Readiness Reports and brought copies of the Cottage Grove area report for Council. Five areas in Lane County received some Visitor Readiness survey work by the same consultants who did their branding work, which Lane County paid for. One thing they learned was that there were some things that were very common to all areas (see attached Exhibit A). Kari went through some of the recommendations (see Exhibit A) for Cottage Grove. She said there are about 85 or 90 recommendations in the report for the Cottage Grove area. These reports are available on line. Kari talked about the satellite visitors center they hope to open at the I-5 Gateway interchange, which is the highest traffic count interchange in Lane County.

Kari and Sally responded to questions from Council.

(b) Report from the City Manager

1) Richard said he reported in the Friday Update a number of weeks ago about the Visitor Readiness Report when it was released. One of the items in there is the Covered Bridge Trail which was established a number of years ago. They worked through ODOT to get the signs put up. One of the things the consultant reported was that they went and tried to follow the map in the trail brochure, but couldn't. Apparently someone decided to change the route and changed it on the map in the brochure, but no one told the City who has the signs to change them. So the signs are different from the map. They are working to fix that.

2) Richard said City Hall Day is April 1st, and anyone interested in going should contact the City Manager's office to sign up.

3) Richard said the Covered Bridge Festival is coming to Cottage Grove. There are some people who have stepped forward to make that happen. It will be on Saturday, August 1st, and the main part will be held in Coiner Park. Some of the activities will be at some of the bridges. This isn't just a Cottage Grove Covered Bridge Festival; it is the state Covered Bridge Festival that's operated under the auspice of the Oregon Covered Bridge Society.

4) Richard reported on the meeting with the consultant team working on restoring the Chamber Covered Railroad Bridge. It looks like they won't be able to get the bridge down during this time frame for working in the river for several reasons. The consultants anticipate doing a lot of work this year such as getting the permits and working on the design, and then next year from June to October they'll take it down, rebuild it and put it back up before the end of October. With the large parkland the City owns on the other side of the bridge, the consultants think they can take it down and do the cutting and milling and restructuring of the bridge right on site rather than having to haul it somewhere and then back. Richard said the consultants are looking for

pictures or drawings of the bridge or even stories associated with it. He pointed out that there's a lot of interest outside the community as well in seeing this project happen.

BUSINESS FROM THE CITY ATTORNEY

(a) Report from the City Attorney

None

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

CONSENT AGENDA

(a) Minutes of the February 23, 2009 Regular City Council Meeting

ITEMS REMOVED FROM THE CONSENT AGENDA

None

IT WAS MOVED BY COUNCILOR MILLER, SECONDED BY COUNCILOR MUNROE THAT THE CONSENT AGENDA BE ADOPTED.

The vote on the motion was as follows:

VOTE	Councilor Fleck	Councilor Miller	Councilor Munroe	Councilor Murphy	Councilor Clark	Councilor Conrad	Mayor Williams
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

ADJOURNMENT

There being no further business, Mayor Williams adjourned the regular meeting of the City Council at 8:39 p.m.

The next regular City Council Meeting will be held March 23, 2009 at 7:30 p.m. in the Council Chambers at City Hall.

Joan Hoehn, City Recorder

Gary Williams, Mayor