



## **CITY OF COTTAGE GROVE**



### **CITY COUNCIL AGENDA SESSION & WORK SESSION FRIDAY – DECEMBER 8, 2023 – 8:30 AM**

**CITY HALL COUNCIL CHAMBERS  
400 EAST MAIN STREET, COTTAGE GROVE, OREGON 97424**

**December 8, 2023 Agenda Session and Work Session**  
Dec 8, 2023, 8:30 – 10:30 AM (America/Los\_Angeles)

**Attend in person or join from your computer, tablet or smartphone.**  
<https://meet.goto.com/CottageGrove/december82023agendasession>

**You can also dial in using your phone.**

Access Code: 538-570-941

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

#### **WORK SESSION:**

- (1) WORK SESSION OF THE COTTAGE GROVE CITY COUNCIL TO REVIEW AND DISCUSS THE DRAFT NATURAL HAZARD MITIGATION PLAN**

### **CITY COUNCIL EXECUTIVE SESSION MONDAY – DECEMBER 11, 2023 – 6:00 PM**

**CITY HALL SINCLAIR ROOM  
400 EAST MAIN STREET, COTTAGE GROVE, OREGON 97424**

#### **EXECUTIVE SESSION:**

- (1) EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660 (2)(a) TO CONSIDER THE EMPLOYMENT OF A PUBLIC OFFICER, EMPLOYEE, STAFF MEMBER OR INDIVIDUAL AGENT -** Any member of the media desiring to attend the meeting in person or electronically, please contact City Recorder, Mindy Roberts by 3:00 pm on December 11, 2023.

**CITY COUNCIL REGULAR MEETING  
MONDAY – DECEMBER 11, 2023 – 7:00 PM**

**CITY HALL COUNCIL CHAMBERS  
400 EAST MAIN STREET, COTTAGE GROVE, OREGON 97424**

**December 11, 2023 City Council Meeting**  
Dec 11, 2023, 7:00 – 10:00 PM (America/Los\_Angeles)

**Attend in person or join from your computer, tablet or smartphone.**  
<https://meet.goto.com/CottageGrove/december112023citycouncilmeeting>

**You can also dial in using your phone.**  
Access Code: 845-279-365  
United States (Toll Free): [1 877 309 2073](tel:18773092073)  
United States: [+1 \(571\) 317-3129](tel:+15713173129)

**Providing Comments to Council:**

Anyone wishing to comment either on Appearance of Interested Citizens for Items Not on the Agenda or on Action Items on the agenda at a virtual meeting should sign in to comment on the items using the comment form available with the online version of the agenda by 5:00 pm on the date of the meeting. Anyone wishing to comment in person at the Council Meeting can sign in at the meeting. The comment form can also be used to submit written comments. Written comments can also be delivered to the City Recorder. All written comments must be received by 5:00 pm the date of the meeting.

To email written testimony send to [cityrecorder@cottagegrove.org](mailto:cityrecorder@cottagegrove.org) or deliver to 400 E. Main Street.

**REGULAR CITY COUNCIL MEETING**

- (1) CALL TO ORDER**
- (2) ROLL CALL/PLEDGE OF ALLEGIANCE**
- (3) SPECIAL PRESENTATIONS – (Allotted 15 Minutes Each)**
  - (a) South Lane Parks & Recreation District Formation Steering Committee Report** (Staff Report and Introductions by Public Works and Development Director Faye Stewart)
  - (b) Food Forest Presentation** (Requested by Mayor Solesbee and Council President Ervin)

**(4) ITEMS TO BE ADDED TO THE AGENDA**

**(5) APPEARANCE OF INTERESTED CITIZENS FOR ITEMS NOT ON AGENDA**

This is a time for citizen comment on items **not** listed on the agenda, for a maximum of 30 minutes. Individual speakers must be recognized by the presiding officer, provide their name and address, and will be allowed up to three minutes or less with Council approval. Comments regarding any matter scheduled for a public hearing may be provided only during that hearing. Comments on agenda items may be taken prior to Council discussion on that item. The Council will not make any decisions based on public comment at this time; however, Staff and Council may choose to ask questions or comment following the conclusion of citizen comments.

Please sign in at: <https://www.cottagegroveor.gov/citycouncil/webform/december-11-2023-city-council-meeting-comment-request-form> or on the online version of the agenda by 5:00 pm on the date of the meeting or in person sign in at the meeting so the Presiding Officer can recognize those that wish to comment. Written comments can also be taken online or submitted to the City Recorder.

Those signed up to speak attending the meeting by phone, should press \*6 to unmute their phone after the presiding officer calls on them.

**(6) PUBLIC HEARINGS**

None

**(7) CONSENT AGENDA**

- (a) Approval of November 13, 2023 City Council Meeting Minutes
- (b) Approval of November 24, 2023 Agenda Session Minutes
- (c) Approval of November 27, 2023 City Council Joint Work Session

On the following action items, an opportunity for citizen comments may be provided after the staff report and prior to Council discussion on each item, except on items for which a public hearing was or is scheduled to be held. Citizen comment time on each action item will not exceed 30 minutes. Comments shall be limited to three minutes per person, or less with Council approval. Comments must be on the specific item and cannot be used for additional discussion of other action items on the agenda.

Please sign in at: <https://www.cottagegroveor.gov/citycouncil/webform/december-11-2023-city-council-meeting-comment-request-form> or on the online version of the agenda for by 5:00 pm on the date of the meeting or in person sign in at the meeting so the Presiding Officer can recognize those that wish to comment on each Action Item. Written comments can also be taken online or submitted to the City Recorder.

Those signed up to speak attending the meeting by phone, should press \*6 to unmute their phone after the presiding officer calls on them.

**(8) RESOLUTIONS AND ORDINANCES**

- (a) **Resolution Adopting the Cottage Grove Urban Forest Management Plan** (Staff Report by City Planner Eric Mongan)
- (b) **Resolution Adopting a City of Cottage Grove Dress Code Policy** (Staff Report by Human Resource Manager Mandy Biehler)
- (c) **Resolution Amending the City of Cottage Grove Personnel Manual** (Staff Report by Interim City Manager David Clyne)
- (d) **Resolution Extending Workers' Compensation Coverage to Volunteers of the City of Cottage Grove** (Staff Report by Finance Director Roberta Likens)

**(9) BUSINESS FROM THE CITY COUNCIL**

- (a) **Budget and Audit Committee Recruitments** (Staff Report by Finance Director Roberta Likens)
- (b) **Unhoused Reports** (Staff Reports by Assistant City Manager Jake Boone, Interim City Manager David Clyne and City Attorney Carrie Connelly)
- (c) **Concerns from Council**

**(10) BUSINESS FROM THE CITY MANAGER**

- (a) **Report from City Manager**

**(11) BUSINESS FROM THE CITY ATTORNEY**

- (a) **Report from City Attorney**

**(12) ITEMS REMOVED FROM THE CONSENT AGENDA**

**(13) ADJOURNMENT**

THE NEXT REGULAR CITY COUNCIL MEETING IS SCHEDULED FOR JANUARY 8, 2023, AT 7:00 PM IN THE COUNCIL CHAMBERS AT CITY HALL.

NOTE: *Cottage Grove complies with state and federal laws and regulations relating to discrimination, including the Americans with Disabilities Act of 1990 (ADA) as amended. Individuals with disabilities requiring accommodations should contact Mindy Roberts at (541)942-5501 at least 48 hours prior to the meeting.*



This agenda can also be found on the City's web page at [www.cottagegroveor.gov](http://www.cottagegroveor.gov)