

CITY OF COTTAGE GROVE
CITY COUNCIL
AGENDA SESSION MINUTES
August 19, 2022

The meeting was called to order by Council President Mike Fleck at 8:30 am.

Those in attendance virtually and in person: Councilors Solesbee, Savage, Fleck, Stinnett, Ervin and Roberts.

Staff present virtually and in person: City Manager Richard Meyers, Assistant to the City Manager Jake Boone, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart and Finance Director Roberta Likens.

Items to Be Added to the Agenda

None

Public Hearing

None

Consent Agenda

- (a) Approval of August 5, 2022 Agenda Session Minutes
- (b) Approval of August 8, 2022 City Council Minutes
- (c) National Preparedness Month Proclamation

Resolutions and Ordinances

None

Business from City Council

- (a) Change Order # 2 for Community Center Roof Repair Project

Public Works and Development Director Faye Stewart presented background regarding the request for the Change Order. He said at the time of bidding the project it was unclear if the skylights would be elevated high enough to accommodate the new insulation thickness. He said the bidders were asked to present a change order once they were able to determine what was needed. He said the project is approximately 80% complete and there is only one section of roof that remains untouched that could have dry rot and necessitate a potential change order.

Councilor Roberts asked how old the skylights are.

Public Works and Development Director replied that he does not know the age of the skylights.

City Manager Richard Meyers said that a couple of the skylights had been replaced and repaired about eight years ago.

Councilor Roberts said he asked the question to make sure the skylights are still worth using.

Public Works and Development Director said we are making sure that they are in good shape. He said it has also been noted that the heating units on the building were installed in 1997 and are past their expected life.

(b) Housing Development Cost Assistance Request

City Manager Richard Meyers explained to Council the request from SquareOne Villages. He said the request is for assistance with the SDCs and Permit fees for the development of the Cottage Village Community Room. He said there was discussion held and Staff believes that the request fits the definition of the policy.

Councilor Ervin said he was concerned that the request meets the definition of the policy and he asked Council if that was the intent that they had. He said he understands that the homes are tiny and this is an extension for the residents but in future projects he would prefer that this goes to supporting domiciles or dwellings.

Council President Fleck asked if there was a resident in the building.

City Manager replied that there is a resident in the house which is attached to the building. He said Staff looked at the definition of Residential and Mixed Use in the same way that the Development Code does. He added that the entire property was developed as Residential even though one building is a community room.

Councilor Ervin said part of the criteria lists a unit and we have not defined what a unit is. He said he would like to add clarity to the intent.

Council President Fleck said he recalls that during the MUPTE, a resident was required to be in the building if they wanted to get the MUPTE on that piece.

Councilor Ervin clarified that his concern is about future considerations.

(c) Concerns from Council

Councilor Ervin inquired about when the sidewalks on Taylor are going to be done.

Public Works and Development Director Faye Stewart replied that this project is one that Mr. Bradsby is working on before he fully retires. He said Mr. Bradsby is drafting a letter to meet with the residents concerning drive way approaches and once he has that information he will be going out to bid and get it under construction.

Councilor Solesbee asked if City Council makes ordinances.

Council President Fleck replied yes.

Councilor Solesbee said she is confused how we can look the other way on ordinances that are in place regarding camping in the parks. She said we should fix our ordinances and Council should be consulted if we are going to look the other way, like the Community Center and City Hall camping. She said she keeps asking for ordinances and would like to know if we have made progress on the camping ordinances.

City Manager Richard Meyers said the court case invalidated the ordinance so there is no action that Council needs to take. He said Council adopted ordinances regarding the use of parks and those ordinances established that the City Manager has authority over the allocation and allowance of activities. He said the camping site in the parking lot at the Community Center and at City Hall is allowed under the authority of the City Manager. He added now that Council has given direction on how to address homelessness in the community, Staff will be looking at fixing the ordinance.

Councilor Solesbee asked when that will be coming. She said the camping at Trailhead Park has grown substantially and she is concerned about downtown.

City Manager said the ordinances will probably be coming the first or second meeting in September. He added that the reason for the increase in campers at Trailhead is due to the enforcement of nuisance ordinances on two properties that had squatters.

Council President Fleck asked if Council would still like to review the Council Rules or wait until the new Council is seated. He said he has concerns about the process for public comments.

Councilor Roberts said the City Attorney indicated it is still being worked on.

City Manager said he believes there is a draft but other items have taken precedence.

Business from City Manager

(a) Report from City Manager

None

Business from the City Attorney

None

Items Removed from the Consent Agenda

None

Council President Fleck adjourned the meeting at 8:47 am.

Mindy Roberts, City Recorder

Jeffrey D. Gowing, Mayor