

CITY OF COTTAGE GROVE  
CITY COUNCIL  
AGENDA SESSION MINUTES  
July 7, 2023

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

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

Staff present virtually and in person: City Manager Richard Meyers, Assistant City Manager Jake Boone, Public Works and Development Director Faye Stewart, City Recorder Mindy Roberts, City Planner Eric Mongan and Assistant Planner Allison Crow.

Public Hearing

- (a) Public Hearing for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 79030 Thornton Lane (Map 20-03-22-40 TL 00104) (MCPA 1-23)

Assistant Planner Allison Crow explained that at Monday's meeting there will be a public hearing to receive comments on the proposed amendment of the Comprehensive Plan and zone change for 79030 Thornton Lane.

Councilor Fleck asked if this is the house owned by the City and what the zoning was originally.

Open discussion was held about the zoning history of the property.

- (b) Public Hearing for Legalization of Downtown Main Street Width for the Main Street Revitalization Grant

Public Works and Development Director Faye Stewart explained that this public hearing is to receive testimony regarding the legalization of the 65 foot Main Street right-of-way. He added that as of today no written testimony has been received.

Consent Agenda

City Manager informed Council that Item B on the Consent Agenda indicates the liquor license is a change of ownership and actually it is just a change in the name of the organization that holds the license.

## Resolutions and Ordinances

(a) A Resolution Authorizing Support for a Transportation Growth Management Program Grant

City Planner Eric Mongan explained that the Department of Land Conservation and Development (DLCD) is excepting applications for Transportation Growth Management (TGM) grants. He said staff is looking to apply for a grant that would study the section of Hwy 99 from Main Street south to South 4<sup>th</sup> Street.

(b) A Resolution Amending the Comprehensive Fee Schedule

City Manager Richard Meyers explained that an error was discovered in the Comprehensive Fee Schedule that was recently amended at the last Council meeting. He read three sentences that were inadvertently omitted in the editing and said that they need to be added back in.

(c) Order Approving Legalization of Downtown Main Street 65 Foot Width for the Main Street

Public Works and Development Director Faye Stewart explained that this order is required under State Statute to complete the legalization of Main Street.

Councilor Ervin asked if this is being done primarily to demonstrate that the road has been in public use.

Public Works and Development Director replied yes, and he expanded on the amount of time that two title companies and City Staff had spent researching the history and public use of the road.

(d) First Vote for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 79030 Thornton Lane (Map 20-03-22-40 TL 00104) (MCPA 1-23)

Assistant Planner Allison Crow explained that on June 21, 2023 the Planning Commission held a public hearing on the proposed amendment and recommended approval to Council. She said a second public hearing will be held at the City Council meeting on Monday and it will then be appropriate for Council to hold a the first vote.

## Business from City Council

(a) Approval of Thornton Lane and Airport Road Water Mainline Extension

Public Works and Development Director Faye Stewart said this extension would help facilitate the construction of the St Vincent De Paul project. He said it would provide water service to the site, a vacant adjoining site, the Cottage Grove Airport and also connect two dead end lines.

Councilor Fleck said he supports the project. He expressed concern about doing projects that are not planned in the CIP and asked how it would impact future fees.

Public Works and Development Director said fees are collected to do projects within the City. He added that the City would be putting in infrastructure for a development at the Airport that has already went through the planning process and there is a cost savings to do it now.

Councilor Fleck said he supports the project and added that he just wants to be conscientious about impacting the fees.

City Manager Richard Meyers added that eventually this project will have to be done and we are saving money to do it now.

Councilor Ervin asked for an explanation of the process used to finding a contractor.

Public Works and Development Director explained that we followed the same process that was used for the Harrison Apartments, making a case for the cost savings and completing the work in a timely manner.

(b) Concerns from Council

Councilor Fleck updated Council on the status and process for updating the LRAPA bylaws and said that he will be attending an upcoming LACT meeting.

Councilor Dreher asked for an update regarding the future of composting and recycling services.

Councilor Dreher asked when the Council Rules and Goals Work Session would be rescheduled.

Public Works and Development Director Faye Stewart said the long term goal is to have a yard debris and composting facility available. He said he has been in conversations with Rexius and learning more about the process for getting DEQ approval and permitting.

City Manager Richard Meyers added that Project Coordinator, Shauna Neigh has been working with DEQ and Cottage Grove Garbage Service to see what modifications are possible. He added that we will also look at possible dates to have the Goal Setting and Rules Work Session.

Business from City Manager

(a) Non-Represented Employee Compensation

City Manager Richard Meyers said the Budget was adopted and previously three bargaining agreements were adopted with a COLA adjustment of 5%. He said this will give a similar COLA for the non-represented employees.

(b) Report from City Manager

City Manager told Council they were sent email invitations to the Police Chief Meet n- Greet. He said it will be held on July 17<sup>th</sup> at the Armory and he encouraged them to attend.

City Manager reminded Council that the Eugene Symphony will be at Bohemia Park at 7:30 pm on July 24<sup>th</sup>.

Council President Greg Ervin adjourned the meeting 9:19 am.

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Mindy Roberts, City Recorder

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Candace Solesbee, Mayor