

CITY OF COTTAGE GROVE
CITY COUNCIL
AGENDA SESSION MINUTES
October 6, 2023

The meeting was called to order by Mayor Solesbee at 8:34 am.

Those in attendance virtually and in person: Mayor Solesbee, Councilors Dreher, Fleck, Merryday, Savage and Stinnett.

Staff present virtually and in person: Interim City Manager David Clyne, Public Works and Development Director Faye Stewart, City Recorder Mindy Roberts, Finance Director Roberta Likens and City Planner Eric Mongan.

Public Hearing

- (a) Public Hearing for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for an Unaddressed Tract of Land also known as Map/Tax Lot: 20-03-32-00-03101 (MCPA 2-23)

City Planner Eric Mongan explained that on Monday night a required public hearing will be held for the Comprehensive Land Amendment and Zone Change. He added that two written comments were received related to the design and they were not relevant to the criteria.

Finance Director Roberta Likens addressed Council and indicated there will be a request to add 2-3 items to the agenda in order to change signatures on file with banking and financial institutions.

Discussion was held about changing the order of the agenda to allow council comments immediately following public comments and if a resolution is necessary to modify the Council Rules. Interim City Manager David Clyne also recommended using an issue list as a tool, so that people would know current and upcoming tasks and priorities.

Resolutions and Ordinances

- (a) A Resolution Delegating Additional Limited Human Resources Authority to the City Manager Pro Tem

Interim City Manager David Clyne explained that typically a City Manager Pro Tem would have limited authority in regards to hiring and firing and those decisions would be referred back to Council. He said this resolution would allow that business of the City to continue as it did under the Department Heads and previous City Manager and not hold up the process.

- (b) First Ordinance Amending the Cottage Grove Comprehensive Plan Land use Diagram Map & Title 14 Land Use District Map for an Unaddressed Tract of Land also known as Map/Tax lot: 20-03-32-00-03101 (MCPA 2-23)

City Planner Eric Mongan said after the public hearing is held Council will have the opportunity to vote on the proposed ordinance.

Business from the City Council

- (a) City Manager Recruitment

Interim City Manager David Clyne informed Council that Bob Larson with GMP Consultants will be present at the Council meeting to discuss the recruitment schedule, City Manager salary range and the recruitment profile brochure.

- (b) Naming of South River Road Dog Park

Public Works and Development Director Faye Stewart announced the dog park on River Road is near completion and Council has an opportunity to keep the name that it is commonly referred to as South River Road Dog Park or pick a new name.

Recommendation was made to consider naming the park after the past City Councilor who spearheaded the idea.

- (c) Concerns from Council

Report was given regarding actions taken at a recent LRAPA meeting, efforts made by Coast Fork Watershed Council's to create a turtle pond and a reminder about the upcoming League of Oregon Cities Fall Conference in Eugene.

Business from City Manager

- (a) Approval of a Temporary Part-Time Payroll-Human Resources Assistant

Interim City Manager David Clyne explained the need to hire a part-time assistant for Human Resources.

Mayor Solesbee adjourned the meeting at 9:14 am.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor