

CITY OF COTTAGE GROVE
CITY COUNCIL
AGENDA SESSION MINUTES
November 24, 2023

Mayor Solesbee called the meeting to order at 8:36 am.

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

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

Resolutions and Ordinances

(a) Resolution Adopting the Cottage Grove Urban Forest Management Plan

City Planner Eric Mongan presented to Council a resolution that would adopt the Cottage Grove Urban Forest Management Plan. He outlined the committee's time and effort to draft the plan and explained how once adopted, it would help the City be more competitive in seeking grant awards.

(b) A Resolution Amending the City of Cottage Grove Personnel Manual

Interim City Manager David Clyne explained a proposed change to the Personnel Manual to provide PERS pick-up for non-represented employees.

Discussion was held as to how the change would affect the budget and a request was made for examples of represented employees moving to non-represented positions.

(c) A Resolution Demonstrating a Commitment to Support a Planning Loan Application for the Oregon Department of Environmental Quality (DEQ) Clean Water State Revolving Fund to Provide Funds to Update the City of Cottage Grove Stormwater Drainage and Treatment Master Plan

Public Works and Development Director Faye Stewart shared an opportunity for a planning loan application and explained how the City would benefit.

Discussion was held about the backlog of infrastructure needs, programs that may be available to assist community members having difficulty paying their bills, and future loan opportunities.

Business from the City Council

(a) Councilor Subcommittee Appointment for Planning Commission, Historic Preservation Commission, and Urban Forestry Committee

City Planner Eric Mongan explained the need to fill committee and commission vacancies, due to the expiration of terms at the end of the year. He said he would be requesting Council subcommittee appointments in order to interview the applicants.

(b) Concerns of Council

- Shared experiences from the National League of Cities (NLC) City Summit.
- Discussed opportunities for having a resiliency hub.
- Announced Councilor Savage's election to the NLC Board of Directors.

Business from City Manager

(a) Approval of Temporary Full-Time Human Resources Assistant

Interim City Manager David Clyne expressed difficulty in filling the temporary part-time human resources assistant position and shared a request to approve recruitment for a full-time temporary position.

(b) Report from City Manager

Interim City Manager David Clyne reminded Council of the upcoming Executive Session to review candidates for the City Manager position; explained changes made to the Council Agenda Planner, and discussed use of the form for the Municipal Judge's evaluation.

Mayor Solesbee adjourned the meeting at 9:09 am.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor