

**COTTAGE GROVE CITY COUNCIL
MEETING MINUTES
MAY 13, 2024**

CALL TO ORDER

Mayor Solesbee called the meeting to order at 7:01 pm in the Council Chambers at City Hall.

ROLL CALL / PLEDGE OF ALLEGIANCE

City Recorder Mindy Roberts called the roll. The following were

PRESENT IN THE COUNCIL CHAMBERS: Mayor Candace Solesbee, Councilors Alex Dreher, Greg Ervin, Mike Fleck, Dana Merryday, Chalice Savage and Jon Stinnett

PRESENT VIA ZOOM WEBINAR:

COUNCIL ABSENT:

YOUTH REPRESENTATIVE:

STAFF PRESENT IN THE COUNCIL CHAMBERS: City Manager Mike Sauerwein, City Recorder Mindy Roberts, Public Works & Development Director Faye Stewart, Police Chief Cory Chase, Finance Director Roberta Likens and City Planner Eric Mongan.

STAFF PRESENT VIA ZOOM WEBINAR:

CITY ATTORNEY: Carrie Connelly

MEDIA PRESENT: KNND, The Sentinel

PROCLAMATION

Mayor Solesbee read the Peace Officers Memorial Day Proclamation aloud and presented it to Police Chief Cory Chase.

ITEMS ADDED TO THE AGENDA

None.

APPEARANCE OF INTERESTED CITIZENS

(a) Items not on the Agenda

Patrick Cartwright, Cottage Grove resident, encouraged Council to evaluate the homeless situation, the impact it has made on neighbors in the vicinity of the campsites and come up with a better plan.

Linda Olson, Cottage Grove resident, encouraged Council to develop and apply camping rates and regulations similar to those used by Oregon Department of Fish & Wildlife (ODFW) for the City's designated campsites.

Susan Lawn, Cottage Grove resident, expressed concern regarding increased shoplifting at Safeway and the cleanliness of homeless individuals handling the food and products.

Johanna Zee, Cottage Grove resident, expressed concern about the format of the upcoming Work Session, conditions at the designated campsites, opening a combined site and spoke in support of the City of Lebanon's program.

(b) Action Items on the Agenda

Johanna Zee, Cottage Grove resident, spoke in opposition to a vacant building registration and fee.

PUBLIC HEARING

(a) Public Hearing Declaring Surplus Real Property 79030 Thornton Lane (Map & Tax Lot 20-03-22-40-00104)

Mayor Solesbee opened the Public Hearing at 7:21 pm.

City Planner Eric Mongan explained the background regarding the City owned property. He shared that the .30 acre parcel is the location of a three bedroom/one and a half bath, detached single-family residence that the City acquired when it purchased Middlefield Golf Course. He said in 2022, the parcel was partitioned off and re-zoned to R1-Single –Family Residential, to legalize the permitted use of the dwelling and prepare it for potential sale. He said the tenants were offered, but declined to purchase the property and staff proceeded by notifying realtors of the opportunity to bid on the property. He said the bidding period closed on April 19, 2024, with two bids and the winning bid was \$325,000.00 from Sharkey Properties, LLC. He concluded by saying that the public hearing is to solicit input regarding declaring the parcel surplus and accepting the offer/bid from Sharkey Properties, LLC.

No testimony received.

Mayor Solesbee closed the Public Hearing at 7:23 pm.

(b) Public Hearing Declaring Surplus Real Property (Map & Tax Lot 20-03-32-43-01400)

Mayor Solesbee opened the Public Hearing at 7:24 pm.

City Planner Eric Mongan explained the location of the unaddressed lot in the Cottage Grove Industrial Park Subdivision. He shared that the City purchased this and other lots in the Subdivision with the intent of extending the South R Street right-of-way and to create lots for sale for industrial use. He said the City has received a written offer from Ernest Olson Jr. to purchase Lot 14 from the City in the amount of \$632,164.50. He concluded by saying that the public hearing is to solicit input regarding declaring the property surplus.

No testimony received.

Councilor Merryday inquired about the intended use of the property.

City Planner responded that Mr. Olson's intent is for self-service storage units and other related services, although no plans have been received yet. He added that it is a permitted use of the property.

Mayor Solesbee closed the Public Hearing at 7:27 pm.

(c) Public Hearing for Ordinance Amending the Cottage Grove Municipal Code Regarding Various Sections of Title 14

Mayor Solesbee opened the Public Hearing at 7:31 pm.

City Planner Eric Mongan explained that amendments to the Municipal Code are being proposed to address observed inconsistencies, errors and other amendments related to recently completed studies. He outlined the Chapters and Sections that would be affected and proceeded by explaining each of the proposed amendments. He added that the public hearing is being held to hear public comment on the proposed changes.

Patrick Cartwright 2145 S R Street, spoke in favor of all recommended changes.

Mayor Solesbee closed the Public Hearing at 7:43 pm.

(d) Public Hearing for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 2352 & 2416 East Whiteaker Avenue (Map 20-03-27-32 Tax LTs 02300 & 00801) (MCPA 1-22)

Councilor Fleck declared that he briefly spoke with the applicant prior to the meeting and clarified that the conversation did not include the subject matter.

Mayor Solesbee opened the Public Hearing at 7:44 pm.

City Planner Eric Mongan explained that the public hearing is being held to receive comments on the proposed amendment which would change the above-mentioned lots from M-Medium Density Residential designation and R2-Multi-Family Residential zoning to I-Industrial designation and M-Industrial zoning. He said the Planning Commission held a Public Hearing on March 20, 2024 and did not recommend approval and Staff is not recommending adoption. He added that if Council chooses to adopt the ordinance, it is recommended that the item be continued to a future date so that findings can be made.

Amy Merryday 205 Adams Ave inquired if City property had been ranked and if industrial land could be used for something else.

Applicant Clayton Payne expressed that mini warehouses are needed in the community and said he had been working to find solutions to improve the property.

Councilor Ervin asked for a summary of what goals are not being met in the application.

City Planner Eric Mongan explained in detail the goals that are not being met by the application.

Councilor Fleck asked Clayton Payne if there was additional information or findings that he would like to provide in order for the application to meet the criteria.

Clayton Payne said his intent is to develop mini storage units.

Councilor Ervin asked if there was zoning that would be more appropriate to accomplish the goals.

City Planner Eric Mongan responded that storage units would be allowed in General Commercial or Community Commercial zoning as a conditionally permitted use. He added that it would still have to meet the same findings.

Councilor Merryday clarified that if Council were to adopt the ordinance it would be going against the Planning Commission recommendation.

Mayor Solesbee closed the Public Hearing at 7:57 pm.

CONSENT AGENDA

- (a) Approval of April 19, 2024 Agenda Session Minutes
- (b) Approval of April 22, 2024 Work Session Minutes
- (c) Approval of April 22, 2024 City Council Meeting Minutes
- (d) Approval of New Outlet, Limited On-Premises Liquor License Application for Farmers Kitchen Delights, Located at 819 E Main Street
- (e) Approval of Annual Liquor License Renewals

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR SAVAGE TO APPROVE THE CONSENT AGENDA.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Motion carried.

RESOLUTIONS AND ORDINANCES

(a) Resolution Declaring Surplus Real Property and Authorization for Sale to Sharkey Properties, LLC

City Planner Eric Mongan announced that the required public hearing was held. He said Council could now consider the resolution declaring the property surplus and authorize the City Manager to sign the necessary documents to complete the sale of the property. He added that Staff is recommending approval.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT RESOLUTION NO. 2135.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Resolution No. 2135 adopted.

(b) Resolution Declaring Surplus Real Property and Authorization for Sale to Ernest Olson Jr.

City Planner Eric Mongan announced that the required public hearing was held. He said Council could now consider the resolution declaring the property surplus and authorize the City Manager to sign the necessary documents to complete the sale of the property. He added that Staff is recommending approval.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT RESOLUTION NO 2136.

Councilor Fleck asked for an explanation of the note outlining the payment.

City Planner Eric Mongan explained that Mr. Olson’s original note was pending the sale of two properties. He said one of the properties had closed and the first payment would be \$175,000. He added that the purchase and sale agreement could include a 90 day timeframe to allow time for the sale of the other property.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Resolution No. 2136 adopted.

(c) First Vote for Ordinance Amending the Cottage Grove Municipal Code Regarding Various Sections of Title 14.

City Planner Eric Mongan announced that the required public hearing had been held on the proposed amendments. He said Council could now consider the ordinance and Staff is recommending adoption.

IT WAS MOVED BY COUNCILOR ERVIN AND SECONDED BY COUNCILOR FLECK TO ADOPT ORDINANCE NO. 3181.

Mayor Solesbee announced the motion with a second and called for discussion.

Councilor Fleck expressed concern about the change in the setback requirements and the change in fence height allowance in relationship to visibility. He asked for an explanation of the vision clearance triangle and if reference to it could be added.

AFTER COUNCIL DISCUSSION THE MAKER OF THE MOTION AND THE SECOND AGREED TO AMEND THE MOTION BY ADDING A REFERENCE TO THE VISION CLEARANCE TRIANGLE IN TABLE 14.22.120.

Mayor Solesbee called for further discussion.

Councilor Ervin said he would like to discuss the number of dwelling units for cottage clusters during Concerns of Council.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X	X	X	X	X	X	X
NAYS							
ABSTAIN							

Ordinance No. 3181 adopted as amended.

(d) First Vote for Ordinance Amending the Cottage Grove Comprehensive Plan Land Use Diagram Map & Title 14 Land Use District Map for 2352 & 2416 East Whiteaker Avenue (Map 20-03-27-32 TLs 02300 & 00801) (MCPA 1-22)

City Planner Eric Mongan announced that the required public hearing was held and Council could now consider the ordinance for adoption. He added that if Council chooses to adopt the ordinance, it is requested that the item be continued to a future date so that Staff could work with the applicant to develop findings that would satisfy Statewide planning goals and the Comprehensive Plan.

Councilor Fleck asked what process should be followed if Council chooses not to adopt the ordinance.

City Planner responded that if Council does not want to adopt the ordinance, it would be best to have a motion with a second and then vote accordingly.

IT WAS MOVED BY COUNCILOR FLECK AND SECONDED BY COUNCILOR ERVIN TO ADOPT ORDINANCE NO. 3182.

Mayor Solesbee announced the motion with a second and called for discussion.

Council members recognized the applicant’s attempt to make use of his property and encouraged him to pursue other options.

Mayor Solesbee called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES							
NAYS	X	X	X	X	X	X	X
ABSTAIN							

Motion Failed.

BUSINESS FROM THE CITY COUNCIL

(a) Street Improvement Funding Update

Public Works and Development Director Faye Stewart provided an update of Staff’s effort regarding the Ad-Hoc Street Improvement and Funding Committees recommendations. He shared information garnered from meetings with Legal Counsel, Pelroy & Associates and several County representatives.

Council and Staff held discussion about transportation utility fees, a Transportation Utility District (TUD), a Local Improvement District (LID) and what could potentially be feasible for the City.

(b) Concerns from Council

Council reports, comments and discussion included:

- Councilor Fleck reported on the Lane Area Commission on Transportation meeting. He said that project funding could potentially be available and with the help of City Staff, he narrowed down the choices and submitted a pedestrian/bike project for consideration. He also reported that Travis Knudsen was selected as the Executive Director for the Lane Regional Air Protection Agency.
- Councilor Savage reported on her attendance of the League of Oregon Cities (LOC) Spring Conference, the sessions she attended and vendors and contacts she met.

IT WAS MOVED BY COUNCILOR SAVAGE AND SECONDED BY COUNCILOR DREHER TO HAVE A PRIDE MONTH PROCLAMATION ON THE MAY 28TH CITY COUNCIL AGENDA.

Mayor Solesbee asked for guidance regarding the process.

City Manager responded that the Agenda is determined by the Mayor, City Manager and City Recorder. He added that if Council would like to present a motion to add something to the agenda they can.

Councilor Fleck said he supports all people but he wishes that this was presented to the Council differently.

Mayor Solesbee said she also supports all people and added that going forward, she would like to reduce the quantity of proclamations and have them be City focused.

Mayor Solesbee announced the motion with a second and called the vote.

The vote on the motion was as follows:

VOTE	Councilor Dreher	Councilor Ervin	Councilor Fleck	Councilor Merryday	Councilor Savage	Councilor Stinnett	Mayor Solesbee
AYES	X		X	X	X	X	
NAYS		X					X
ABSTAIN							

Motion carried.

- Councilor Merryday proposed that comment cards be provided to the public at the upcoming unhoused Work Session. He announced that on Thursday he will be attending the Lane Workforce Council meeting and the Business Challenge sponsored by the Cottage Grove Community Development Corporation.
- Councilor Ervin reported on the Lane Economic Committee meeting. He shared information about discussions held regarding community projects and the best way to leverage grant monies. He reported on his attendance of the LOC Spring Conference, expressed interest in identifying and developing mentorship programs, having a Citywide clean-up, having budget review in regards to policy and municipal court goals, community values and addressing the number of dwelling units allowed on a single family property.
- Councilor Fleck announced grass height requirements go into effect on Wednesday and he requested the information be included in the Friday Update and potentially announced by the local media.
- Mayor Solesbee announced her participation in the planning process of the Oregon Mayors Association (OMA) Conference and shared that Sherri Stewart with the Main Street Program will be a keynote speaker.

BUSINESS FROM THE CITY MANAGER

(a) Vacant Property Registration, Clean Up, and Maintenance

City Manager Mike Sauerwein shared program information used at the City of Veneta. He said the information provided was a follow up to previous Council discussions regarding a vacant property registration and could be used as reference for future conversations.

Council requested a definition of the word “vacant”, expressed concern about the length of time specific downtown buildings have been vacant, supported incentivizing landlords to keep their buildings occupied, expressed concern for the rights of property owners, encouraged an inventory of vacant buildings, supported the concept of a vacant building registration and welcomed further discussion.

City Manager responded that he will have discussions with the Chamber of Commerce and downtown business owners, compile the feedback and present Council with options.

Public Works and Development Director Faye Stewart shared some of the challenges that business owners had experienced when they pursued operating in some of the downtown buildings.

(b) Budget Committee Meetings

City Manager Mike Sauerwein said that the first Budget Committee meeting was scheduled for May 14th and that there was a scheduling conflict on the date chosen for the second Budget Committee meeting. After discussion, Council reached a consensus to hold the second Budget Committee meeting on May 16th at 7:00 pm.

City Manager shared that the City of Creswell is conducting a Parks and Recreation District survey on their website and that the City of Cottage Grove will also be creating one. He reminded Council of the Work Session scheduled on Saturday, May 18th at 8:30 am.

BUSINESS FROM CITY ATTORNEY

(a) Report from City Attorney

None.


ITEMS REMOVED FROM THE CONSENT AGENDA

None.


ADJOURNMENT

There being no further business, Mayor Solesbee adjourned the regular meeting of the City Council at 9:17 pm.

The next regular City Council Meeting will be held May 28, 2024 at 7:00 pm in the Council Chambers at City Hall.



Mindy Roberts, City Recorder



Candace Solesbee, Mayor