

CITY OF COTTAGE GROVE  
CITY COUNCIL  
AGENDA SESSION MINUTES  
June 7, 2024

Mayor Solesbee called the meeting to order at 8:30 am.

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

Staff present virtually and in person: City Manager Mike Sauerwein, Assistant City Manager Jake Boone, Public Works and Development Director Faye Stewart, Finance Director Roberta Likens and City Planner Eric Mongan.

Public Hearing

(a) Public Hearing for Proposed Supplemental Budget

Finance Director Roberta Likens explained that the public hearing was on a proposed supplemental budget in regards to Project Sparrow, the purchase of the property and the ability to pay the debt. She added that the original purchase would come out of bond proceeds.

Resolutions and Ordinances

(a) Resolution Adopting a Supplemental Budget for Fiscal Year 2023-24 and Making Appropriations.

Finance Director Roberta Likens explained that once the public hearing had been held, and public comments received, Council could consider adopting the resolution to appropriate the funds in the General Fund and Debt Service Fund.

(b) Resolution Recognizing Revenue for the City of Cottage Grove from the Department of Environmental Quality Clean Water State Revolving Fund for a Partially Forgivable Loan for the Completion of an Updated Stormwater Drainage and Treatment Master Plan.

Public Works and Development Director Faye Stewart stated that on November 27, 2023, Council adopted Resolution No. 2121 which supported the submittal of a planning loan application for \$300,000 to the Clean Water State Revolving Fund. He said the application had been received and approved and the next step was to acknowledge the item in the budget in order for a contractual agreement to be signed. He added that the debt forgiveness would be one third of the loan amount.

Councilor Dreher asked if there could be any additional debt forgiveness.

Public Works and Development Director replied that he would check with Ms. Neigh.

Discussion was held regarding the anticipated amount of debt forgiveness in comparison to the amount that would be received.

- (c) First Vote for Ordinance Amending the Cottage Grove Municipal Code by Adding Chapter 3.11 Regarding the Establishment of a Low-Income Rental Housing Property Tax Exemption Program.

City Planner Eric Mongan explained that adoption of the Ordinance would establish a Low-Income Rental Housing Property Tax Exemption Program (LIRHPTP). He said if the ordinance is adopted, Staff would then request resolutions of support from the City's partnering taxing districts.

Council discussed with Staff, the timing of the pre-application conference in relationship to other deadlines, how the allowable date of construction was determined, the anticipated impact on other taxing districts, explanation of the LIRHPTP approval process, how the timeframe of the exemption is determined and possible tracking mechanisms of approved projects.

#### Business from the City Council

- (a) Cancellation of July 22, 2024 City Council Meeting

City Manager Mike Sauerwein announced that the Eugene Symphony will be performing in Bohemia Park on July 22, 2024. He said in order to allow Council to attend, Staff is recommending that the meeting be cancelled.

- (b) Bohemia Mining Days Update

Assistant City Manager Jake Boone shared that he would be presenting information regarding the Spirit of Bohemia Mining Days (BMD) and the group's efforts to still have a festival in the park this year.

- (c) Concerns from Council

Councilor Fleck expressed concern with having Executive Sessions at 6:00 pm prior to a Regular Meeting and said that it might cause the public to sit and wait for long periods of time.

City Manager responded that the upcoming Executive Session was for the City Manager's six month evaluation and it could be changed to 7:00 pm if that was Council's preference.

Councilor Savage reminded Council of the National League of Cities board meeting on Monday night and said she would be attending the City Council meeting virtually.

Business from City Manager

City Manager Mike Sauerwein invited City Planner Eric Mongan to discuss the potential sale of property.

City Planner explained that on May 13, 2024 Council approved the surplus and sale of Lot 14 in the Industrial Park. He said the purchaser would like to renegotiate his offer from \$2.25 to \$2.00 per square foot, due to wetlands buffering the property, which cut a slight wedge in the north half of the property. He added that the difference in the offer is \$70,240.

Council and Staff discussed benefits the developer would potentially receive as a result of the City installing infrastructure on R Street and the cost of wetland mitigation.


City Manager Mike Sauerwein announced that City departments would be providing midyear updates to Council at the July 8<sup>th</sup> meeting starting with the Police, Library, Community Development and Public Works departments. He added that at the August 12<sup>th</sup> meeting, updates would be provided by Human Resources, Community Services and Community Center, Finance and Middlefield Golf Course.

City Manager announced that St. Vincent de Paul was tentatively scheduled to present an update at the July 8<sup>th</sup> meeting. He said they would be sharing information about grants, potential funding sources and a business plan. He added that the six month City Manager Evaluation is also scheduled for the July 8<sup>th</sup> meeting and he presented options including a written evaluation, one on one meetings and an Executive Session.

City Manager followed up on a suggestion to hold regular City Council meetings once a month and consider holding a Work Session on the second meeting each month. He asked Council to consider the idea and said it can be discussed at the upcoming meeting.

Mayor Solesbee adjourned the meeting at 9:04 am.

  
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Mindy Roberts, City Recorder

  
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Candace Solesbee, Mayor