

## MEMORANDUM

TO: Mayor and City Council

FROM: Eric Mongan, Senior Planner

SUBJECT: COUNCILOR SUBCOMMITTEE APPOINTMENT FOR  
PLANNING COMMISSIONER INTERVIEWS

DATE: August 4, 2021

### Background

Chloe Beckes, a two-term appointee to the Cottage Grove Planning Commission has advised staff that she has moved out of the area. Per CGMC Section 2.24.020 Membership, no Commissioner shall reside outside of a six-mile radius of the city limits. Chloe's moving to Newport has therefore created a vacancy on the Planning Commission. This vacant position is for a term of three years and will expire on December 31, 2023. This position has been advertised in the Cottage Grove Sentinel and the City's website. The recruitment closes for applications on August 13, 2021.

The Council is being asked to appoint an interview subcommittee to interview applicants applying to the Planning Commission. Staff will return to City Council with the interview subcommittee recommendations on August 23, 2021.

### Recommendation

City Council appoint a subcommittee to interview applicants applying for the Planning Commission.

### Cost

None



Richard Meyers, City Manager



Eric Mongan, Senior Planner