

CITY OF COTTAGE GROVE
CITY COUNCIL
AGENDA SESSION MINUTES
May 10, 2024

Mayor Solesbee called the meeting to order at 8:32 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, City Recorder Mindy Roberts, Public Works and Development Director Faye Stewart, Police Chief Cory Chase, Human Resources Manager Mandy Biehler and City Planner Eric Mongan.

Mayor Solesbee shared that the upcoming meeting will begin with a Peace Officers Memorial Day Proclamation.

Councilor Merryday joined the meeting virtually at 8:37 am

Public Hearing

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

City Planner Eric Mongan explained that this property is located at the end of Thornton Lane and was formerly part of the Middlefield Golf Course property. He shared that flyers were sent out to approximately 40 realtors highlighting that the property was available for sale and said it was advertised in the local newspaper and on the City's website. He said originally three bids were received and the highest bidder was Sharkey Properties, LLC. He added that the public hearing would solicit public input on the offer.

City Planner confirmed that proceeds of the sale would go into the Wastewater Fund.

There were no further questions.

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

City Planner Eric Mongan explained that Ernie Olson has offered to purchase 6.45 acres in the Industrial Park. He said the public hearing would solicit public input on the transaction. He added that the property was not listed or publicized as being for sale, Mr. Olson inquired in person and submitted a written offer.

Councilor Fleck asked for an explanation regarding the payment for the purchase of the property.

City Planner Eric Mongan explained that if the sale is approved, the payment schedule would be amended in the purchase and sale agreement. He said Mr. Olson had recently sold some properties and that he would make an initial payment of \$175,000 and final payment would be made with the impending sale of additional properties.

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

City Planner Eric Mongan explained that the public hearing would be to hear input on various changes throughout Title 14 of the Municipal Code. He said some of the changes are to clean up the code language and references in the tables and he continued by highlighting some of the more significant changes.

Council and staff discussed changes made to the allowable fence height, front yard setback requirements, wireless communication standards, removal of ash trees from the street tree list, language added for middle housing land division standards, state definitions for Cottage Clusters and expedited land division and platting.

(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 Lots 02300 & 00801)(MCPA 1-22)

City Planner Eric Mongan explained that Clayton Payne had applied for a Comprehensive Plan amendment with map change to convert 2.58 acres of R2 - Multi-Family Residential land to Industrial. He said the Planning Commission held a public hearing on March 20, 2024 and did not recommend approval and added that Staff is not recommending adoption.

Councilor Merryday stated that converting residential to mini-storage units does not meet the City's housing goals.

Councilor Fleck clarified that in order for Council to approve, they would have to establish reasoning that the findings were met.

Councilor Stinnett asked why something comes to Council if it is not recommended by the Planning Commission.

City Planner explained that a final decision must be reached by Council in order to establish the applicant's right to appeal.

Resolutions and Ordinances

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

City Planner Eric Mongan explained that after the Public Hearing, Council could consider adopting the resolution.

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

City Planner Eric Mongan explained that after the Public Hearing, Council could consider adopting the resolution.

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

City Planner Eric Mongan shared that the ordinance has been available for more than one week and it could be adopted in one meeting.

- (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 shared that the ordinance has been available for more than one week and it could be adopted in one meeting. He said in order for Council to adopt the ordinance, they would have to draft findings to support the assertion. He added that Staff is not recommending adoption.

Business from the City Council

- (a) Street Improvement and Funding Update

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

Councilor Fleck asked what actions would be taken next.

Public Works and Development Director Faye Stewart said that he will consult Legal Counsel to discuss appropriate timing for any potential ballot measure items.

Mayor Solesbee excused herself from the meeting at 9:01 am

- (b) Concerns from Council

Council concerns and committee reports included:

Councilor Fleck reported on the Lane Area Commission on Transportation meeting. He said that project funding could potentially be available and shared that he was asked to identify one of the City's top projects. He also reported that Travis Knudsen was selected as Director for the Lane Regional Air Protection Agency (LRAPA).

Councilor Merryday shared constituent concerns about using a portion of the North Regional Park as a potential site for the unhoused. He requested that the City communicate factual information regarding the process that is being followed to discuss options for the unhoused population.

Councilor Dreher asked on the behalf of a resident, if goats are allowed as pets in City limits.

City Planner Eric Mongan responded that he will look into it and get back to her.

Councilor Savage shared experiences from attendance of the League of Oregon Cities (LOC) Spring Conference.

Councilor Ervin reported on the Cottage Grove Community Foundation meeting and shared discussions that were held about how to distribute funds within the community and the lack of mentoring programs within the community. He shared experiences from attendance of the LOC Spring Conference and announced the Skate Park pursuit is being reenergized. He reported on a meeting involving Cascades West Economic Development District and discussions involving undergrounding of cables and wires.

Councilor Stinnett excused himself from the remainder of the meeting and expressed concern regarding time of the next Budget Committee meeting.

City Manager said that there will be a discussion at the upcoming Council meeting to determine the best time to hold the meeting and he shared a couple of options.

Councilor Merryday shared an obligation to attend the Chamber of Commerce Business Plan Challenge event which is scheduled on the same night as the Budget Committee meeting.

Business from City Manager

City Manager Mike Sauerwein shared a draft agenda for the upcoming May 18, 2024 Work Session to discuss homelessness issues and asked Council for any suggested changes or additions.

Public Works and Development Director shared that he had conversations with people who would be directly impacted by the potential of having an unhoused site on the property near the Wastewater Treatment plant. He added that he let them know Council would be having discussions around possibilities and no decisions have been made.

Councilor Fleck asked if funding is in the budget for the possible site.

City Manager responded that funding is not included in the budget for the proposed site.

Councilor Ervin verified that the Police Department and Public Works Department would be represented at the Work Session.

Councilor Ervin requested that information be available regarding recent action and ordinances that other communities have implemented.

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

City Manager Mike Sauerwein provided documents outlining how the City of Veneta addresses vacant properties. He added that the topic was brought by Council at a previous meeting and the information can be used as reference to start the conversation.

(b) Budget Committee Meetings

Councilor Fleck expressed concern that budget documents had not been received yet. He said it does not allow time to go through the budget and the meeting dates should be moved if budget documents are not received today.

City Manager Mike Sauerwein said he met with individuals who are working to create a Parks and Recreation District and he will share more information on Monday night.

Public Works and Development Director Faye Stewart shared that the bids for the Bohemia Park project came in higher than the budget and available funds. He said he will be meeting with the low bidder to see if there is any way to reduce costs.

Council President Greg Ervin adjourned the meeting at 9:34 am.

Mindy Roberts, City Recorder

Candace Solesbee, Mayor