

## MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: Friday Update

DATE: May 19, 2016

### **Beeper**

The City Manager will be on KNND's Beeper Show on Monday, May 23<sup>rd</sup> from 9:00 to 10:00 am.

### **Yard of the Week**

This week the Yard of the Week is located at 1136 S. 2<sup>nd</sup> Street. This yard is nicely groomed with an arrangement of flowering pots on the front porch and window shelf. If you see a yard that is worthy of being Yard of the Week, email or call in your nominations to the City or Chamber of Commerce.

### **All-City Safety Committee**

This week, the All-City Safety Committee met to review and discuss accident/incident reports, plan upcoming training sessions, and perform quarterly facility inspections of all City facilities. The All-City Safety Committee is made up of representatives from the public works, finance, administration, library, and police departments. Safety inspections were performed at City Hall/Police Department, City Shop, Middlefield Golf Course pro and maintenance shops, Community Center/Library, Wastewater Treatment Plant, Row River Water Treatment Plant, Knox Hill Reservoirs, and the Holly Avenue and Cottage Heights pump stations. Facilities are inspected on a quarterly basis for employee safety issues, which are identified and corrected.

### **Fire Extinguisher Training**

As part of the City's on-going safety program, employees receive a variety of safety related training opportunities during the year. Toward this end, ten City employees received fire extinguisher training this week at the City Shop. This training was conducted by Omlid and Swinney and included instruction and a live fire exercise. Employees were instructed in the proper use and operation of the fire extinguisher, the different types of fire extinguishers and their proper applications, and employees were able to extinguish a live fire. For all attendees, this exercise was the first time they had handled a fire extinguisher and used it in a live fire situation. Thanks to Melissa Kennan for coordinating this training with Omlid and Swinney. Other safety training opportunities will be scheduled throughout the year, including hearing tests, blood borne pathogens, first aid, and CPR just to mention a few.

## **Tall Grass/Hazardous Vegetation Removal**

### **PLEASE CUT OR REMOVE TALL GRASS – HAZARDOUS VEGETATION – COMBUSTIBLE MATERIAL – EXTREME FIRE SEASON EXPECTED**

**All property owners or persons in control of property** are required in the City of Cottage Grove to cut or remove tall grass, hazardous vegetation and combustible materials during the fire season from **June 15<sup>th</sup> to November 1<sup>st</sup>** (CGMC 8.12 Nuisances).

Tall grass and hazardous vegetation includes wild blackberry bushes; weeds & grass more than 12 inches tall anywhere on your property including public lands out to the street. Vegetation that is likely to endanger buildings or other property should it catch on fire must also be cut or removed.

During the fire season city wide inspections will be made and property owners notified that they must cut or remove the hazardous vegetation. Failure to cut or remove the grass or vegetation will result in the City having to abate the problem. The cost of abatement will be charged to the property including a **\$100** administrative fee, and if unpaid will become a lien against the property.

Property owners are reminded that they must keep hazardous vegetation and tall grass cut less than 12 inches until **November 1<sup>st</sup>**. Questions can be answered by the Community Development Department at City Hall, by calling 541-942-3340 or by email: [planning@cottagegrove.org](mailto:planning@cottagegrove.org).

### **All-America City Square Planning Project**

The City of Cottage Grove, the Cottage Grove Garden Club, Sustainable Cottage Grove, EBID, and Cottage Grove Main Street held the first of two meetings on the All- America City Square. The Open House was attended by over 30 people where people shared what they liked and did not like regarding the existing square. The next meeting on Tuesday, May 24<sup>th</sup> will be the planning charrette designed to improve and enhance the All-America City Square based on the information gathered at the Open House. The City of Cottage Grove has received a grant from the National Park Service and State Historic Preservation Office through the Certified Local Government Program to conduct a community planning project on All-America City Square this spring. All-America City Square has become a cherished part of our beautiful downtown. But it is almost 10 years old.

On **Tuesday, May 24, 2016 from 6:00 to 8:00 pm at the Cottage Grove Armory**, a certified Landscape Architect, David Dougherty from DLA Inc., will facilitate a design charrette. A charrette is an interactive planning session where citizens, designers and others collaborate on a vision for a project. It provides a forum for ideas and offers the unique advantage of giving immediate feedback to the designers. More importantly, it allows everyone who participates to help author the plan. The charrette will be a hands-on exercise where everyone will help design and sketch out the future of the park. Ideas that come out of the charrette will be used to improve and maintain the park. If you have questions about the process or want to get more involved, please contact Amanda Ferguson, City Planner, at (541)942-3340 or via email at [planner@cottagegrove.org](mailto:planner@cottagegrove.org). See you on the 24<sup>th</sup>.

### **Classic Film at the Library**

Please join us for a free screening of "The Bishop's Wife" starring Cary Grant and Loretta Young at the Cottage Grove Public Library on Monday May 23<sup>rd</sup> at 1:30 pm in the Shepherd Room. Free popcorn and beverages will be provided so bring a friend and join us for this classic film.

### **Book Club for Adults at the Library**

Please join us on Monday, May 23<sup>rd</sup> from 6:30 to 7:45 pm for our monthly Book Club for Adults, "Let's Talk Books". This free discussion group is open to everyone. The selection for May is "A Tale for the Time Being" by Ruth Ozeki. Everyone is welcome, even if you have not read the book.

### **BookMyne Library App**

Got a smart phone? Then you can download the new library app on your phone or tablet. Search the catalog, create reading lists, and browse recommendations. Log into your account to see what you have checked out, renew your items, or change your PIN. Download it for free from iTunes or GooglePlay. For help or information, stop by the Cottage Grove Public Library soon and chat with a Librarian.

### **Student Art Show Happening Now**

Stop by the Cottage Grove Community Center "Gallery" to see art work created by local high school students. This art installation will be available for viewing in the Community Center Gallery through the month of June.

### **Blood Drive at the Community Center**

On Friday, May 20<sup>th</sup> from 2:00 to 5:00 pm there will be an afternoon Blood Drive at the Cottage Grove Community Center. Please stop by to donate blood and help save a life. Thanks.

### *Quote of the Week*

*"You are never too old to set another goal or to dream a new dream."*

*~C. S. Lewis~*