



City of Sutherlin
Regular Council Meeting
Monday, July 8, 2024
Civic Auditorium – 7:00 p.m.

AGENDA

Mayor Michelle Sumner
Council President Hamilton
Councilors Dagel, Groussman, Smalley, Whitaker and Woods

1. **CALL TO ORDER / FLAG SALUTE**
2. **ROLL CALL**
3. **INTRODUCTION OF MEDIA**
4. **PUBLIC COMMENT**

[The purpose of citizen comment is to allow citizens to present information regarding **agenda items only**. A time limit of three minutes per citizen shall apply.]

5. **CONSENT AGENDA**
 - a. June 10, 2024 – Meeting Minutes

6. **COUNCIL BUSINESS**
 - a. Ordinance 1098 – Amending SMC Ch. 13.04.010 – Definitions and Ch. 13.04.100 – Customer Responsibilities (second reading & adoption)
 - b. Ordinance 1099 – Declaring a Ban on Psilocybin Related Business (second reading & adoption)
 - c. Resolution 2024.17 – Psilocybin Ballot Measure Approval

7. **WORKSHOP** (verbal)
 - a. Business Licenses

8. **CITY MANAGER REPORT** (verbal)
9. **CITY COUNCIL COMMENT**
10. **PUBLIC COMMENT**

[The purpose of citizen comment is to allow citizens to present information regarding items **off the agenda**. A time limit of three minutes per citizen shall apply.]

11. **ADJOURN**

EXECUTIVE SESSION:

ORS 192.660(2)(e) – Real Property Transactions

Join Zoom Meeting

<https://us06web.zoom.us/j/87494394265?pwd=qtXrEmAGQcK5Sx2QPWna9Bgd5djsEJ.1>

Zoom Attendees: If you would like to speak during Public Comment periods, you will need to contact the City Recorder's Office @ admin@ci.sutherlin.or.us no later than 3 p.m. the day of the meeting and provide your full name, address, email, and topic of discussion. If you have any questions, contact the City Recorder @ 541-459-2856.

Members of the audience who wish to address the Council will be invited to do so. Speakers must use the microphone stating their name and address prior to addressing the Council.

If you have a disability that requires special materials, service, or assistance, please call 541.459.2857 at least 48 hours prior to the meeting to arrange for accommodations



Call to Order & Flag Salute





ROLL CALL





Introduction Of Media





PUBLIC COMMENT

Agenda Items only





Consent Agenda



CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, June 10, 2024 – 7:00pm

COUNCIL MEMBERS:

Gary Dagele, Joe Groussman, Debbie Hamilton, Shawn Smalley, Larry Whitaker, and Lisa Woods

MAYOR: Michelle Sumner

CITY STAFF: City Manager, Jerry Gillham
City Recorder, Melanie Masterfield
Finance Director, Tami Trowbridge
Finance & Administrative Asst., Lindsay Priest
Public Works Director, Aaron Swan
Community Development Director, Kristi Gilbert
Police Chief, Troy Mills
Fire Chief, Mike Lane
Library Director/Livability Services Director, Pat Lynch
City Attorney, Chad Jacobs (via Zoom)

Meeting called to order by Mayor Sumner at 7:00 p.m.

Flag Salute:

Roll Call:

Introduction of Media: Scott Carroll – The News Review (via Zoom)

****Mayor Sumner made an announcement for Zoom attendees****

PUBLIC COMMENT (agenda items only)

- Kim Eder, had questions regarding Resolution 2024.16 - Rescinding Resolution 2024.05 – Workforce Housing & Homelessness Task Force:
 - What is the purpose of the change?
 - If the change is approved, does that mean the Task Force meetings will be kept secret?
 - Have there been any results received from the environmental testing for the property on Oak St.?
Community Development Director, Kristi Gilbert – We haven't received any information. City Manager, Jerry Gillham – The environmental study on the Oak St. property is being done by the property owners. Will the results be shared with the public? Gillham – The results will not be the City's to share.
 - Mayor Sumner suggested further explanation be given during that part of the agenda.
 - Will there be public input? – Opposes the change and wants to see full transparency with this project and community input, not just City Council and the Task Force input.

PRESENTATION

- Art Hampton, a citizen of Sutherlin celebrating his 100th birthday. Kind words were expressed, and Mayor Sumner presented him with a certificate of acknowledgement.

CONSENT AGENDAS

- **May 13, 2024 Minutes – Regular Meeting**

MOTION made by Councilor Hamilton to approve Consent Agenda as presented; second by Councilor Dagele.

Discussion: None

In favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagele, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Public Hearing & Resolution 2024.13 – State Revenue Sharing**

Staff Report – Finance Director, Tami Trowbridge – This is the first of two resolutions required by the State of Oregon in order to receive funds.

Public Hearing opened at 7:11 p.m.

Public comment? *None*.

Public Hearing closed at 7:12 p.m.

- **Resolution 2024.13 – Election to Receive State Revenue Sharing**

MOTION made by Councilor Hamilton to approve Resolution 2024.13 – Election to Receive State Revenue Sharing as presented; second by Councilor Groussman.

Discussion:

- Councilor Woods - What services are provided in order to receive these funds. *Trowbridge – They will be outlined in the next agenda item – Certifying City Services.*

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagel, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Resolution 2024.14 – Certifying City Services**

Staff Report – Trowbridge – This is the second of two resolutions required by the State of Oregon in order to receive State Revenue Sharing Funds. Funding eligibility requires the City to certify that at least four of seven services are provided. The seven categories are:

- Police Protection
- Fire Protection
- Street Construction – Maintenance and Lighting
- Sanitary Sewer
- Storm Sewer
- Planning, Zoning, Sub-Division Control
- One or more utility services (ex: water)

The City meets all these requirements.

MOTION made by Councilor Woods to approve Resolution 2024.14 – Certifying City Services as presented; second by Councilor Dagel.

Discussion: None

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagel, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Public Hearing & Resolution 2024.15 – Budget Adoption 2024-25**

Staff Report – Trowbridge – Summarized the 2024-25 City Budget that was previously approved by the budget committee on May 20, 2024 in the amount of \$40,187,252.

Public Hearing opened at 7:16 p.m.

Public comment? *None*

Public Hearing closed at 7:16 p.m.

- **Resolution 2024.15 – Budget Adoption 2024-25**

MOTION made by Councilor Whitaker to approve Resolution 2024.15 – Budget Adoption 2024-25 as presented; second by Councilor Groussman.

Discussion: None

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagel, Whitaker and Mayor Sumner

Opposed: None
Motion carried unanimously.

- **Resolution 2024.16 – Rescinding Resolution 2024.05 – Workforce Housing and Homelessness Task Force**

Staff Report – City Recorder, Melanie Masterfield – On March 11, 2024 Council approved a resolution to adopt a council/staff advisory committee. Since then, the committee that was originally deemed a dual committee, has split and is solely focusing on Workforce Housing. Committee members and staff have determined that this committee should remain with staff until the need arises for Council to review and consider approval of this project.

- Kim Eder – By removing this committee as a Council Advisory Committee, does that mean a 24-hour notice doesn't have to be given prior to any meetings? *Masterfield - Correct.* Can the public still attend these meetings? *The public can attend any meeting.* Can I discuss information given at these meetings with the public? *You can relay any information that is given.* What is the purpose of rescinding the resolution? *Gillham – The committee will have the flexibility to hold a meeting immediately if needed and this will only be a Workforce Housing committee.*

Further discussion ensued.

MOTION made by Councilor Hamilton to approve Resolution 2024.16 – Rescinding Resolution 2024.05 – Workforce Housing and Homelessness Task Force as presented; second by Councilor Woods.

Discussion:

- Councilor Smalley – Will the Task Force still be talking about homelessness. *Masterfield – No. This is a Workforce Housing Task Force only.*

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagel, Whitaker and Mayor Sumner

Opposed: None

Motion carried.

- **Ordinance – Amending SMC Ch. 13.04 – Water Service System (first reading, title only)**

City Recorder read Ordinance by title only: *“An Ordinance of the City of Sutherlin amending Ch. 13.04 of the Sutherlin Municipal Code – Water Service System.”*

Staff Report – Public Works Director, Aaron Swan – The City of Sutherlin's Cross-Connection and Backflow code are out of date; it was last reviewed in 1989. The code needs updated to current State of Oregon OAR 333-061-0070 and 333-061-0071 standards.

MOTION made by Councilor Hamilton to approve Ordinance – Amending SMC Ch. 13.04 – Water Service System (first reading, title only) as presented; second by Councilor Smalley.

Discussion: None

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagel, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Ordinance 1097 – Plan Amendment/Zone Change (second reading & adoption)**

City Recorder read Ordinance by title only: *“An Ordinance amending the City of Sutherlin comprehensive plan map and zoning map to amend the comprehensive plan map from community commercial to high density, concurrent with a zoning map change from community commercial (C-3) to multifamily residential (R-3) on a 0.13+ acre portion of the 0.26 acre subject property, described as a portion of tax lot 400 in section 16CC of T25S, R05W. The subject property is located at 628 E. Central Avenue and described herein.”*

Staff Report – Community Development Director, Kristi Gilbert – The staff report stands and is available to answer questions.

MOTION made by Councilor Whitaker to approve Ordinance 1097 – Plan Amendment/Zone Change (second reading & adoption) as presented; second by Councilor Groussman.

Discussion:

- Councilor Dagle – Why didn't they do this before building on the lot? ***Gilbert - Probably negotiating the purchase with the previous owner and technicalities. What about the house that's there? It can remain in a residential zone if it is used for that purpose. Once it is no longer used as residential for 12 months, they must comply with commercial zone regulations.***

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagle, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Ordinance – Prohibition on Psilocybin Related Businesses (first reading, title only)**

City Recorder to read Ordinance by title only: “*An Ordinance of the City of Sutherlin declaring a ban on Psilocybin service centers and the manufacture of Psilocybin products.*”

Staff Report – Masterfield – Two years ago, Council decided to do a two-year moratorium prohibiting Psilocybin related facilities in Sutherlin during the 2022 General Election. The moratorium will end on December 31, 2024. At the March 11, 2024 City Council meeting, Council decided to place this prohibition on the November 5, 2024 General Election ballot for the voters to decide. This Ordinance is the first step in the process to place the title and description on the ballot. If passed in November, Psilocybin facilities will be banned in the City of Sutherlin.

MOTION made by Councilor Whitaker to approve Ordinance – Prohibition on Psilocybin Related Businesses (first reading, title only) as presented; second by Councilor Dagle.

Discussion: None

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagle, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Contract Award – Paving Improvements**

Staff Report – Gilbert – The Downtown Parking Lot (behind Backside Brewery) went to bid including paving improvements for the Nonpareil Water Treatment Plant (NPWTP) and the sidewalk on N. State St. and W. First Ave. to help keep costs down. Two bids were received – Knife River Materials and Jesse Rodriguez Construction. Knife River Materials submitted the lowest bid of \$429,827.00 and is qualified to construct these improvements. The Downtown Parking Lot and sidewalk on W. First Ave. is \$306,647.00 and NPWTP is \$123,180.00.

MOTION made by Councilor Smalley to approve Contract Award to Knife River Materials in the total amount of \$429,827.00 as presented; second by Councilor Woods.

Discussion: None

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagle, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

- **Contract Award – Seismic Construction Management/General Contractor (CM/GC) Services**

Staff Report – Gilbert – The city was awarded seismic grants for Seismic Rehabilitation of the Sutherlin Fire Station and the Sutherlin Police Department. Five proposals were received and reviewed. Staff recommends awarding the contract to S & B James Construction in the amount of and not to exceed \$23,029.00 for the Police Department and not to exceed \$22,686.00 for the Pre-Construction costs.

MOTION made by Councilor Whitaker to approve Contract Award to S & B James Construction in the amount of and not to exceed \$23,029 for the Police Department and \$22,686 for the Fire Department as presented; second by Councilor Groussman.

Discussion: **Mayor Sumner announced that she was involved with the interview process.

In Favor: Councilors Smalley, Groussman, Hamilton, Woods, Dagle, Whitaker and Mayor Sumner

Opposed: None

Motion carried unanimously.

CITY MANAGER REPORT (verbal)

- There will be an Executive Session next Council meeting.

CITY COUNCIL COMMENT

Councilor Smalley

- Congratulations to Art Hampton.
- Joined Council to protect my family and small business. I’ve never been told to keep anything from the public.

Councilor Groussman

- None

Councilor Hamilton

- Thanked the Lions Club for putting up the flags on Memorial Day.
- Thanked the group that did the ceremony in the park.
- Shared two videos from The Frontmen. They will be performing at Music Off Central (MOC) on July 25, 2024.
- Thanks to Public Works for putting up the half shell at the park.

Councilor Woods

- Congratulations to the graduates.
- Happy Father’s Day to all the dads.

Councilor Dagle

- None

Councilor Whitaker

- The paving at Fords Pond is beginning this week.

Mayor Sumner

- The parks look great! Thanked city staff.
- Woofstock is this Saturday, come visit.

PUBLIC COMMENT (Off Agenda Items)

- John Day, expressed concern that an out of town roofing company is bidding jobs extremely high. Suggested the City institute business licenses to operate in Sutherlin.
 - Councilor Smalley – Have you considered contacting the CCB Board? ***No, I have not.***
 - Councilor Groussman – Not sure how the City could restrict that; they are a contracted business.
 - Councilor Woods – Go to the CCB Boards website and register a complaint. The complaints are logged and will be visible for anyone who looks the business up to potentially hire.
 - Brent Huntsaker, suggested having an ordinance that states, if you’re doing business in the City you must be registered within the City. ***Gilbert – Permits are required to work in the City; however, they are not required for solicitation.***

ADJOURNMENT

With no further business, meeting adjourned at 7:57 p.m.

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield, City Recorder, CMC

Michelle Sumner, Mayor



COUNCIL BUSINESS





126 E. Central Avenue
 Sutherlin, OR 97479
 541-459-2857
 Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Ordinance 1098 – Amending SMC Ch. 13.04 Sections 13.04.010 - Definitions and 13.04.100 - Customer Responsibilities (second reading & adoption)				Meeting Date:	07/08/2024
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input type="checkbox"/>
Submitted By: Public Works Director, Aaron Swan				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Enactment Notice & Ordinance 1098					

WHAT IS BEING ASKED OF COUNCIL?

To amend Sutherlin Municipal Code Ch. 13.04 Sections 13.04.010 – Definitions and 13.04.100 – Customer Responsibilities.

EXPLANATION

The City of Sutherlin’s Cross-Connection and Backflow code are out of date as they were last reviewed in 1989. Sutherlin Municipal Code (SMC) Ch.13.04 Sections 13.04.010 - Definitions and SMC Ch. 13.04.100 - Customer Responsibility, need updated to current State of Oregon OAR 333-061-0070 and 333-061-0071.

OPTIONS

N/A

SUGGESTED MOTION(S)

Approve Ordinance 1098 – Amending SMC Ch. 13.04.010 – Definitions and Ch. 13.04.100 – Customer Responsibilities (first reading, title only) as presented.

Not approve Ordinance 1098 – Amending SMC Ch. 13.04.010 – Definitions and Ch. 13.04.100 – Customer Responsibilities (first reading, title only) as presented.



City of Sutherlin

Administration
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2857
Fax (541) 459-9363
www.cityofsutherlin.com

NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SUTHERLIN AMENDING CHAPTER 13.04 OF THE SUTHERLIN MUNICIPAL CODE – WATER SERVICE SYSTEM

THIS ORDINANCE WILL BE CONSIDERED BY COUNCIL AT THE REGULAR COUNCIL MEETING OF

FIRST READING: MONDAY, JUNE 10, 2024 @ 7PM
SECOND READING (if first reading approved):
MONDAY, JULY 8, 2024 @ 7PM
CIVIC AUDITORIUM - 175 E. EVERETT AVENUE

Questions or copies of this Ordinance may be viewed by interested persons at the office of City Recorder, 126 E. Central Avenue, Sutherlin, Oregon, between the hours of 9:00 a.m. and 5:00 p.m., weekdays. A copy of this Ordinance may be purchased by interested persons for a sum determined to cover the City's expense for providing the copy.

Pursuant to Section 30 (b) (c) of the Sutherlin City Charter, this notice has been posted at the following locations: Sutherlin City Hall; Sutherlin Post Office; Sutherlin Library; Sutherlin Visitor's Center and the City's website, www.cityofsutherlin.com.

Posted this day, May 31, 2024
By Melanie Masterfield
City Recorder

ORDINANCE NO. 1098

AN ORDINANCE OF THE CITY OF SUTHERLIN AMENDING CHAPTER 13.04 OF THE SUTHERLIN MUNICIPAL CODE – WATER SERVICE SYSTEM

WHEREAS, the City of Sutherlin desires to amend code language pertaining to the water service system as stated in Ordinance 990; and

WHEREAS, the City of Sutherlin has determined that language changes are necessary to clarify definitions pertaining to the city’s water system; and

WHEREAS, the City of Sutherlin has determined that a new outlined section titled “Prevention of Cross-Connection” is warranted to protect the city’s water supply and distribution system from contamination or pollution.

NOW, THEREFORE, THE CITY OF SUTHERLIN ORDAINS AS FOLLOWS:

13.04.010 Definitions

The following terms, whenever used in this chapter, shall be construed as follows unless the context clearly requires a different meaning:

“Applicant” means a person(s), firm, corporation, association or agency applying for water service.

“Approved Backflow Prevention Assembly” (or any abbreviated version thereof) means an assembly designed to counteract back-pressure and/or prevent back-siphonage as approved by the Department of Human Services – Oregon Health Authority and the 10th Edition of the Manual of Cross Connection Control published by the Foundation for Cross Connection Control and Hydraulic Research, University of Southern California and must be Lead Free under EPA’s Lead and Copper Rule.

“Auxiliary Supply” means any water source or system other than the City Water System.

“Backflow” means the flow in the direction opposite to the normal flow or the introduction of any foreign liquids, gases or substances into the City’s Water System.

“Certified Backflow Assembly Tester” means a person who has successfully completed all requirements as established by the Department of Health and Human Services to test backflow assemblies in the State of Oregon.

“Certified Cross Connection Specialist” means a person who has successfully completed all requirements as established by the Department of Health and Human Services to survey and inspect cross connection devices in the State of Oregon.

“City Water System: means the City of Sutherlin Water System, which shall include wells, treatment mechanisms or processes, pumping stations, reservoirs, supply trunk or feeder lines, service lines, meters and all other appurtenances, device lines and items necessary to the operation of the system and to supply water service to an individual property or premises and shall include the City’s potable water with which the system is supplied.

“City” means the City of Sutherlin, a municipal corporation of the State of Oregon.

“City Council” means the governing body of the City.

“City Manager” means the City Manager of the City of Sutherlin, or the manager’s designee.

“City Water Department” means the unit(s) or city organization, or employee designated by the City Manager to perform the functions required by this chapter.

“Commercial” means all service mercantile establishments, professional offices, public or governmental buildings, hospitals, retirement homes, churches, combined residential and commercial/mercantile businesses, apartment houses and mobile home parks, except those in which each unit is metered separately.

“Contamination” means the entry into or presence in a public water supply system of any substance which may be deleterious to health and/or quality of water.

“Cross-Connection” ~~means any arrangement whereby the city water supply is connected directly or indirectly with any non-potable or unapproved water supply system, sewer, drain, conduit, pool, storage reservoir, plumbing fixture, or other device which contains, or may contain, contaminated water, liquid, solids, gases, sewage, or other waste of unknown or unsafe quality which may be capable of imparting contamination to the public water supply as a result of backflow.~~ Means any physical arrangement where potable water supply is connected, directly to or indirectly with any other non-drinkable water system or auxiliary system, sewer, drain conduit, swimming pool, storage reservoir, plumbing fixture, swamp coolers or any other device which contains, or may contain, contaminated water, sewage or other liquid of unknown or unsafe quality which may be capable of imparting contamination to the public water system as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices or other temporary or permanent devices through which, or because of which backflow may occur, are considered to be cross connections.

“Customer” means a person, firm, corporation, association or agency receiving water service.

“Degree of Hazard” means the non-health hazard, health hazard, or high hazard classification that shall be assigned to all actual or potential cross connections.

“Discontinued Water Service” means the termination of water service. This is normally done by shutting off the city valve at the meter to the customers’ premises but may also be done by removing the meter.

“DOHS” means Department of Health and Human Services.

“Double Check Valve Backflow Prevention Assembly” (or any abbreviated version thereof) means an assembly which consists of two independently operating check valves which are spring-loaded or weighted. The assembly comes complete with a resilient seated shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness.

“Fire Protection Service” means provision of water to premises for automatic fire protection.

“Health Hazard” means an actual or potential threat of contamination of a physical, chemical or biological nature to the public potable water system or the consumer’s potable water system that would be a danger to health.

“Industrial” means the use of water for manufacturing or processing activities.

“Irrigation System” means a system for supplying water to landscaping and/or growing crops, which includes a separate pressurization system.

“Mains” means unmetered distribution lines located in public ways which are used to serve the general public.

“Mobile Unit” means a temporary unit connected to the water system through a hydrant, hose bib or other permanent appurtenance that is part of the City Water System or a permanent water service to a premises. Examples can include, but not be limited to the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste or septage hauler’s trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment for other than homeowner use, rock quarry or asphalt/concrete batch plants or any other mobile equipment or vessel that poses a threat of backflow in the City Water System. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with City regulations pertaining to recreational vehicles and homeowner devices that are used by the property owner in accordance with this Section, or other City regulations pertaining to provision of water service to a premises.

“Non-Health Hazard” means the classification assigned to an actual or potential cross connection that could allow a substance that may be objectionable, but not hazardous to one’s health, to backflow into the potable water supply.

“Point of Use Isolation” means the appropriate backflow prevention within the consumer’s water system at or near the point at which the actual or potential cross connection exists.

“Pollution Hazard” means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer’s potable water system, but which would not constitute a health or system hazard, as defined. The maximum intensity of pollution to which the potable water system could be degraded under this definition would cause minor damage to the system or its appurtenances.

“Premises” ~~means the property or area, including improvements, to which water service is or will be provided.~~ Means any piece of property to which water service is provided, including but not limited to, all improvements, mobile structures and other structures located upon it.

“Premises Isolation” means the appropriate backflow prevention at the service connection between the public water system and the premises. This location will be at or near the property line and downstream from the service connection meter.

“Reduced Pressure Principal Backflow Prevention Assembly” (or any abbreviated version thereof) means an assembly containing two independently-acting approved check valves together with a hydraulically-operated, mechanically-independent pressure differential relief valve located between the check valves, and at the same time, below the first check valve. The assembly shall include properly located test cocks and two tightly closing shut off valves.

“Resident” means a person or persons living within the area(s) served by the City Water System.

“Residential” means the use of water for household purposes, on property zoned for residential use.

“Retrofitting” means to furnish a service connection with parts or equipment made available after the time of construction or assembly installation.

“Service Connection” means the pipe, valves, meters and other facilities by means of which the City water department conducts water from its mains to and through the meter, not including the service line. A service connection serves a single building.

“Service Line” means the piping from the meter to the premises served.

“Submerged Heads” means irrigation sprinkling or delivery devices that are located below the surface of the landscaped area in which they are installed.

“Thermal Expansion” means the pressure created by the expansion of heated water.

“Water Meter” means a device for measuring the flow of water, attached between a water main and the customer’s service line, but not any measuring device which the customer may choose to install in the service line past the city’s water meter.

“Water Service” means, consistent with this chapter, the provision of water by the city to premises at the request of a customer or property owner.

13.04.100 Customer Responsibility

- A. Each customer shall maintain all pipes, fittings and fixtures in proper order free from leakage or wastage.

- B. Admission of City Employees. The city manager shall be admitted during reasonable hours to customer's premises in order to inspect any water pipe, appliance or fixture upon the premises.
- C. Use of Water. Except where it forms part of a manufactured product, no water shall be sold or conveyed beyond the premises served without the permission of the city water department.
- D. Abatement of Noise - Pressure Surges. No apparatus, fitting or fixture shall be connected, allowed to remain connected, or operated in a manner which will cause noise, pressure surges or other disturbances which, in the opinion of the city manager, result in annoyance or damage to other customer's property or to the city's water system. If any such condition exists, the city manager may give notice to the customer to correct the fault with forty-eight (48) hours' notice or such lesser period as may be specified, and the customer shall correct the fault within the period specified. If the fault is not corrected, the city manager may order the customer's water service to be turned *off* until the fault is corrected.
- E. Prevention of Cross-Connection
1. Purpose. The purpose of this Section is to protect the City's water supply and distribution system from contamination or pollution due to any existing or potential cross connections and to comply with the Oregon Administrative Rule Chapter 333.061.0070, 0071, 0072 and 0074 or as amended.
 2. Application and Responsibilities. The regulations set forth in this Section apply throughout the City to every owner, occupant or person in control of any premises or property served by the City Water System, regardless of date of connection to the City Water System.
 3. Cross Connections Regulated.
 - a. No cross connection shall be created, installed, used or maintained within the area(s) served by the City Water System, except in accordance with this Section.
 - b. The Public Works Director shall carry out or cause inspections to be carried out to determine if any actual or potential cross connection exists. If found necessary, an assembly commensurate with the degree of hazard will be installed at the service connection.
 - c. The owner, occupant or person in control of any given premises shall be responsible for all cross-connection control within the premises.
 - d. All premises found on Table 1 of the subject OAR shall install a reduced pressure assembly at the service connection.
 4. Backflow Prevention Assembly Requirements. A certified cross connection inspector employed by or under contract with the City shall determine the type of backflow assembly to be installed within the City's water system. Every assembly shall be installed at the service connection unless it is determined by the inspector and approved by the Public Works Director, that it should be installed at the point of use. An approve assembly shall be required in each of the following circumstances, but the inspector may require an assembly under other circumstances:

- a. When the nature and extent of any activity at a premises, or the materials used in connection with any activity at a premises, or materials stored at a premises, could contaminate or pollute the potable water supply.
 - b. When internal cross connections are present that are not correctable.
 - c. When intricate plumbing arrangements are present, making it impractical to ascertain whether cross connections exist.
 - d. When the premises has a repeated history of cross connections being established or re-established.
 - e. When entry to the premises is restricted, surveys for cross connections cannot be made with sufficient frequency to assure cross connections do not exist.
 - f. When there is a premise with an auxiliary water supply which is or can be connected to the City water service or supply system, a reduced pressure backflow assembly will be required. The City will immediately discontinue water service to any premises or customer where such a condition occurs until such time as the cross connection is eliminated or the required backflow prevention assembly is installed. Customers using the City's water supply and any other water supply at the same premises shall install and maintain a separate plumbing system for the City's water supply, which shall be separated by an air gap of not less than one foot from any other supply, unless such reduced pressure principal backflow assembly is installed and maintained at the meter for the premises.
5. The Public Works Director shall make the final determination on the type of device needed when there is a disagreement between a cross-connection specialist and the owner, occupant or person in control of the premises.
 6. New Construction. Where possible, a plan check shall be made prior to construction to determine the degree of hazard and the class of backflow prevention device, if any, required at the point of delivery from the public water system to the premises. Where adequate plans and specifications are not available and no realistic evaluation of the proposed water uses can be determined, the applicant, customer, architect, engineer or other authorized person shall be advised that eventually circumstances may require the installation of maximum backflow protection at the water service connection.
 7. Landscape Irrigation Systems. All landscape irrigation systems shall be protected according to plumbing code regulations. In the event any system is equipped with an injector system, a reduced pressure principal assembly will be required.
 8. Thermal Expansion. It is the responsibility of the property owner, the occupant or person in control of the property to eliminate the possibility of damage from thermal expansion, if a closed system has been created by the installation of a backflow prevention assembly, or other appurtenances.
 9. Mobile Units. Any mobile unit or apparatus as defined in Subsection A of this Section, which uses the water from any premises within the City water system shall first obtain a permit from the City and be inspected to assure an approved air gap or reduced pressure principal assembly is installed on the unit.
 10. Installation Requirements and Pressure Loss. All backflow prevention assembly installations shall follow the requirements as stipulated by OAR 333-061-0070. The type of backflow prevention assembly required shall be commensurate with the degree

of hazard that exists and must, at all times, meet the standards of the Department of Human and Health Services. All backflow prevention assemblies required under this Section shall be of a type and model approved by the DOHS. Any decrease in water pressure caused by the installation of a backflow assembly shall not be the responsibility of the City.

11. Fire Systems. An approved double check detector assembly shall be the minimum protection on fire sprinkler systems using piping material that is not approved for potable water use and/or does not provide for periodic flow through during each 24-hour period. A reduced pressure principal detector assembly must be installed if any solution other than potable water can be introduced into the fire sprinkler system.
12. Plumbing Code. As a condition of water service, customers shall install, maintain and operate their piping and plumbing systems in accordance with the Oregon Specialty Plumbing Code. If there is a conflict between this Section and the Plumbing Code, the Public Works Director and the City Building Official will determine which shall provide the most appropriate protection for the City water system.
13. Access Allowed. Authorized personnel of the City, with proper identification and sufficient notice, shall have access during reasonable hours to all parts of a premises and within the structure to which water is supplied. However, if any owner, occupant or person in control refuses authorized personnel access to a premise, or to the interior of a structure, during these hours for inspection, a reduced pressure principal assembly must be installed at the service connection to that premises.
14. Assembly Permits. When it is found that a customer needs a backflow prevention assembly, the City will issue a permit for such an assembly. This permit will identify the type, size, model, etc., of the backflow prevention assembly and also assign each an assembly number. This number and permit will enable the City to ensure that testing and other requirements of this Section are met. The permit number should be used in all correspondence in reference to each installation to eliminate confusion of devices.
15. Annual Testing and Repairs. All backflow assemblies installed within the area served by the City shall be tested immediately upon installation, and at least annually thereafter by a certified backflow assembly tester. All assemblies found not functioning properly shall be promptly repaired or replaced at the expense of the owner, occupant or person in control of the premises. In the event an assembly is moved, repaired or replaced it must be retested immediately. If any such assembly is not promptly repaired or replaced, the City shall deny or discontinue water service to the premises. It is the responsibility of the people who own the assembly to have the assembly tested by a certified backflow assembly tester.
16. Responsibilities of Backflow Prevention Assembly Testers.
 - a. All backflow assembly testers operating within the City water system service area shall be certified in accordance with all applicable regulations of the DOHS.
 - b. Persons certified as backflow assembly testers shall agree to abide by all requirements of the United States Occupational Safety and Health Administration (OSHA) and the Oregon Occupational Safety and Health Administration (OR-OSHA); and have completed confined space entry training to enter any confined spaces within the City.
 - c. It is the responsibility of the backflow assembly tester to submit records of all backflow assembly test repairs to the City within 10 days of completing the test.

17. Termination of Service. Failure on the part of any owner, occupant or person in control of the premises to install a required assembly, have it tested annually and/or to discontinue the use of all cross connections and to physically separate cross connections in accordance with this Section shall serve as sufficient cause for the discontinuance of City water service to the premises pursuant to Oregon Administrative Rule Chapter 333.061.0070. In the case of an extreme emergency or where an immediate threat to life or public health is found to exist, discontinuance or termination of City water service to the premises shall cease immediately.
18. Suspension of Service.
 - a. Emergency Suspension. The Public Works Director may, without prior notice, suspend water service to any premises when such suspension is necessary to stop the imminent threat of any actual or potential cross connections as defined in this Section.
 - b. Non-Emergency Suspension. The Public Works Director may suspend, with 60 days' notice, the water supply to any premises where the conditions of this Section have been violated.
19. Customer Responsibility.
 - a. Inspection. Water systems shall be open for inspection at all reasonable times to authorized representatives of the city water department to determine whether cross-connection exists.
 - b. Compliance. If a cross-connection is found in the customer's water system, the customer will be informed of this condition in writing and given sixty (60) days to correct the problem or install an approved backflow prevention device. If the customer does not comply within sixty (60) days, the customer's water service may be discontinued, including removal of the meter. Service will not be re-established until satisfactory proof is furnished that the cross-connection has been completely and permanently severed, or that an approved backflow prevention device has been installed. If a cross-connection is found, within the opinion of the city manager, to endanger the public water system, the customer's water service shall be discontinued immediately and not restored until the situation is corrected.
 - c. Costs of Compliance. All costs associated with the purchase, installation, inspection, testing, replacement, maintenance, parts and repairs of backflow prevention assemblies, and all costs associated with enforcements of this Section, are the financial responsibility of the owner, occupant or other person in control of the premises.
 - d. Retrofitting. Retrofitting shall be required at all service connections where an actual or potential cross connection exists, and wherever else the City deems retrofitting necessary to comply with state law, this Section and the City's Cross-Connection Guidance Manual
 - e. Testing. It shall be the duty of the customer where backflow prevention devices are installed, to have them inspected and tested at least once per year or more often in those instances where successive inspections and tests indicate failure.

Those inspections and tests shall, at the expense of the customer, be performed by a certified backflow device tester.

PASSED BY THE COUNCIL, ON THIS ____ DAY OF ____, 2024

APPROVED BY THE MAYOR, ON THIS ____ DAY OF ____, 2024

Michelle Sumner, Mayor

ATTEST:

Melanie Masterfield, City Recorder, CMC



126 E. Central Avenue
 Sutherlin, OR 97479
 541-459-2856
 Fax: 541-459-9363
www.cityofsutherlin.com

City of Sutherlin

STAFF REPORT					
Re: Ordinance 1099 – Prohibition of Psilocybin Related Businesses (second reading & adoption)				Meeting Date:	7/8/2024
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input checked="" type="checkbox"/>
Submitted By: Chad Jacobs, City Attorney & Melanie Masterfield, City Recorder				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Enactment Notice & Ordinance 1099					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to approve Ordinance 1099 – Prohibition of Psilocybin (hallucinogenic mushrooms) Related Businesses within the City of Sutherlin.

EXPLANATION

The city currently has a 2-year temporary prohibition on psilocybin related businesses that ends December 31, 2024.

At the March 11, 2024 Council meeting, Council directed staff to allow the voters to decide to allow or not allow psilocybin related businesses in the city at the November 2024 General Election.

Approval of this ordinance is the second step in the process of getting this topic on the ballot.

OPTIONS

N/A

SUGGESTED MOTION(S)

Approve Ordinance 1099 – Prohibition of Psilocybin Related Business (second reading & adoption).

Not Approve Ordinance 1099 – Prohibition of Psilocybin Related Business (second reading & adoption).



City of Sutherlin

Administration
126 E. Central Avenue
Sutherlin, OR 97479
(541) 459-2857
Fax (541) 459-9363
www.cityofsutherlin.com

NOTICE OF ORDINANCE ENACTMENT

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF SUTHERLIN DELCARING A BAN ON
PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF
PSILOCYBIN PRODUCTS.**

**THIS ORDINANCE WILL BE CONSIDERED BY COUNCIL AT THE REGULAR COUNCIL
MEETING OF**

**FIRST READING: MONDAY, JUNE 10, 2024 @ 7PM
SECOND READING (if first reading approved):
MONDAY, JULY 8, 2024 @ 7PM
CIVIC AUDITORIUM - 175 E. EVERETT AVENUE**

Questions or copies of this Ordinance may be viewed by interested persons at the office of City Recorder, 126 E. Central Avenue, Sutherlin, Oregon, between the hours of 9:00 a.m. and 5:00 p.m., weekdays. A copy of this Ordinance may be purchased by interested persons for a sum determined to cover the City's expense for providing the copy.

Pursuant to Section 30 (b) (c) of the Sutherlin City Charter, this notice has been posted at the following locations: Sutherlin City Hall; Sutherlin Post Office; Sutherlin Library; Sutherlin Visitor's Center and the City's website, www.cityofsutherlin.com.

Posted this day, May 31, 2024
By Melanie Masterfield
City Recorder

ORDINANCE NO. 1099

**AN ORDINANCE OF THE CITY OF SUTHERLIN DECLARING A BAN ON
PSILOCYBIN SERVICE CENTERS AND THE MANUFACTURE OF PSILOCYBIN
PRODUCTS.**

WHEREAS, in November 2020, Oregon voters approved Ballot Measure 109, known as the Oregon Psilocybin Service Act (codified at ORS 475A), which allows for the manufacture, delivery and administration of psilocybin at licensed facilities; and

WHEREAS, ORS 475A.235 provides that the Oregon Health Authority will regulate the manufacturing, transportation, delivery, sale and purchase of psilocybin products and the provision of psilocybin services in the state; and

WHEREAS, the Oregon Health Authority began accepting applications for psilocybin-related licenses on January 2, 2023; and

WHEREAS, ORS 475A.718 provides that a city council may adopt an ordinance to be referred to the electors of the city prohibiting the establishment of state licensed psilocybin product manufacturers and/or psilocybin service centers in the area subject to the jurisdiction of the city; and

WHEREAS, the City of Sutherlin adopted Ordinance 1090, which imposed a two-year prohibition on the establishment, maintenance, or operation of a psilocybin facility by a person, business or any other entity within the City; and

WHEREAS, Ordinance 1090 was approved by the voters at the November 2022 general election and codified in Chapter 8.19 of the Sutherlin Municipal Code; and

WHEREAS, by the terms of Ordinance 1090, Chapter 8.19 of the Sutherlin Municipal Code is automatically repealed on December 31, 2024; and

WHEREAS, the Sutherlin City Council desires to allow the voters to decide whether to continue to prohibit psilocybin product manufacturers and psilocybin service centers within the city's jurisdictional boundaries in order to protect the health, safety and welfare of the people of Sutherlin; and

WHEREAS, the City Council seeks to refer to the voters of Sutherlin the question of whether to establish a permanent ban on state-licensed psilocybin product manufacturers and psilocybin service centers within the city's jurisdictional boundaries.

NOW, THEREFORE, THE CITY OF SUTHERLIN ORDAINS AS FOLLOWS:

Section 1. Chapter 8.19 of the Sutherlin Municipal Code is hereby readopted to read as follows:

8.19.010 PROHIBITION

No person, business or entity may establish a psilocybin facility within city limits. The establishment, maintenance, or operation of a psilocybin facility by a person, business or any other entity within the city in violation of this chapter is declared to be a public nuisance.

8.19.020 DEFINITIONS

For the purposes of this chapter, a “psilocybin facility” includes:

- A. A psilocybin product manufacturer required to have a license under ORS 275A.290; and
- B. A psilocybin service center required to have a license under ORS 475A.305

8.19.030 VIOLATIONS AND ENFORCMENT

- A. The establishment, maintenance or operation of a psilocybin facility by a person, business or any other entity within the city in violation of the requirements of this chapter will be subject to any and all enforcement remedies available to the city under law and/or the Sutherlin Municipal Code including but not limited to enforcement pursuant to Chapter 8.16 of the Sutherlin Municipal Code and/or the filing of an appropriate action and pursuit of an appropriate remedy in a court of competent jurisdiction.
- B. The city may abate a nuisance under this chapter either pursuant to Chapter 8.16 of the Sutherlin Municipal Code or it may pursue any other remedies available to it, including but not limited to an action seeking declaratory relief and/or injunctive relief.
- C. If the city brings an action in either law or equity in any of the courts of this state (including the U.S. District Court for the District of Oregon) other than its municipal court for the enforcement of this Chapter, the city shall be entitled to the award of its reasonable attorney fees in the event it is the prevailing party.

Section 2. REFERRAL

This ordinance is referred to the electors of the city of Sutherlin for approval at the next statewide general election on November 5, 2024.

Section 3. EFFECTIVE DATE

This ordinance takes effect and becomes operative thirty (30) days after the date of which it is approved by a majority of the voters in the City of Sutherlin.

PASSED BY THE COUNCIL, ON THIS _____ DAY OF _____ 2024.

APPROVED BY THE MAYOR, ON THIS _____ DAY OF _____ 2024.

Mayor, Michelle Sumner

ATTEST

City Recorder, Melanie Masterfield, CMC



126 E. Central Avenue
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 541-459-2856
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City of Sutherlin

STAFF REPORT					
Re: Resolution 2024.17 – Psilocybin Ballot Measure Approval				Meeting Date:	7/8/2024
Purpose:	Action Item <input checked="" type="checkbox"/>	Workshop <input type="checkbox"/>	Report Only <input type="checkbox"/>	Discussion <input type="checkbox"/>	Update <input checked="" type="checkbox"/>
Submitted By: Chad Jacobs, City Attorney & Melanie Masterfield, City Recorder				City Manager Review	<input checked="" type="checkbox"/>
Attachments: Resolution 2024.17 - Psilocybin Ballot Measure Approval					

WHAT IS BEING ASKED OF COUNCIL?

Council is being asked to approve a referral resolution in order to put the Psilocybin measure on the November 5, 2024 General Election Ballot.

EXPLANATION

In 2022, a ballot measure was placed on the General Election Ballot to place a 2-year moratorium on Psilocybin related businesses within the city. The moratorium expires on December 31, 2024.

During the March 11, 2024 council meeting, it was decided unanimously to refer prohibition of Psilocybin related businesses in the city of Sutherlin to the voters. If this resolution is approved, staff will take all necessary steps to place the ordinance on the ballot, including publishing the ballot title in the next available edition of the newspaper (News Review and on the city’s website) for a minimum of seven days. Following the notice, and if there are no challenges from the public regarding the ballot title, staff will file notice of the measure, along with the ballot title and explanatory statement with the County Elections Official to formally place the measure on the November ballot.

OPTIONS

See below

SUGGESTED MOTION(S)

Motion to approve (amend or not approve) Resolution 2024.17 – Psilocybin Ballot Measure

RESOLUTION NO. 2024.17

A RESOLUTION OF THE CITY OF SUTHERLIN FOR PLACING ON THE BALLOT TITLE TO BE SUBMITTED TO THE VOTERS AT THE NOVEMBER 5, 2024 GENERAL ELECTION FOR PROHIBITING PSILOCYBIN-RELATED BUSINESSES WITHIN THE CITY AND AUTHORIZING FILING OF EXPLANATORY STATEMENT RELATING TO THIS PROHIBITION

WHEREAS, Ballot Measure 109, known as the Oregon Psilocybin Services Act, which passed in November 2020, required the Oregon Health Authority (OHA) to begin accepting applications for licenses to manufacture, deliver and administer psilocybin on January 2, 2023.

WHEREAS, Ballot Measure 109 also allows local governments to prohibit psilocybin-related businesses by referring an ordinance to the voters at a statewide general election;

WHEREAS, The City of Sutherlin adopted a two-year prohibition on psilocybin-related business within the City, which is set to expire December 31, 2024; and

WHEREAS, the City Council of the City of Sutherlin adopted Ordinance No. 1099 which permanently extends the ban on psilocybin service centers and the manufacture of psilocybin products in the area subject to the jurisdiction of the city and refers the matter to the electors of the city;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. The City Council refers to the November 5, 2024 election, a ballot measure proposing the prohibition of psilocybin-facilities in Sutherlin.

SECTION 2. The Douglas County Elections Office will conduct the election. The precincts for said election shall be and constitute all of the territory included within the corporate limits of the City of Sutherlin.

SECTION 3. The ballot title certified and filed by the City Council shall be as follows:

Caption: Prohibits psilocybin businesses within Sutherlin.

Question: Shall the City of Sutherlin reimpose a ban prohibiting Psilocybin-related businesses and manufacture of Psilocybin products within the City.

Summary: State law allows for the manufacturing, transportation, delivery, sale, and purchase of psilocybin, the psychedelic drug found in certain mushrooms. State law provides that a local government may adopt an ordinance to be referred to the voters to

prohibit the establishment of licensed psilocybin product manufacturers and/or psilocybin service centers.

The City Council previously adopted an ordinance prohibiting the establishment of psilocybin product manufacturers and psilocybin service center operators within the City for a period of two years, which was approved by the voters. This prohibition sunsets on December 31, 2024

Approval of this measure would reestablish the prohibition on psilocybin product manufacturers and psilocybin service center operators within the City without a sunset date.

SECTION 4. The explanatory statement certified and filed by the City Council for submission in the Douglas County Voters' Pamphlet on behalf of the City shall be as follows:

Explanatory Statement:

Approval of this measure would reestablish a prohibition on psilocybin product manufacturers and psilocybin service centers within the City of Sutherlin that is set to expire on December 31, 2024. Psilocybin is the psychedelic drug derived from certain mushrooms.

Oregon voters legalized psilocybin through Ballot Measure 109 in 2020, which directed the Oregon Health Authority (OHA) to develop a psilocybin licensing and regulatory program for the state. OHA began accepting applications for licenses for psilocybin product manufacturers and psilocybin service centers in January, 2023.

State law allows a local government to adopt an ordinance to be referred to the voters that prohibits the establishment of psilocybin-related businesses. The Sutherlin City Council adopted such an ordinance in 2022, which voters approved at the November 8, 2022 general election. The ordinance prohibits the establishment of psilocybin product manufacturers and psilocybin service centers within the City of Sutherlin until December 31, 2024

If approved, this measure would reestablish the prohibition on psilocybin-related business within the City that is set to expire on December 31, 2024. If this measure is not approved, the existing prohibition will expire and psilocybin facilities will be permitted to locate within the City as of January 1, 2025 subject to time, place and manner restrictions imposed by state and local laws.

SECTION 5. The City Manager and City Recorder shall take all steps on behalf of the City as necessary to carry out the intent and purposes of this resolution in compliance with state and local law including but not limited to publishing the ballot title as provided by state law, publishing notice of the measure as required, and filing this measure with Douglas County Elections Division.

PASSED BY THE COUNCIL, ON THIS ___ DAY OF _____, 2024

APPROVED BY THE MAYOR, ON THIS ___ DAY OF _____, 2024

Mayor, Michelle Sumner

ATTEST

City Recorder, Melanie Masterfield, CMC



WORKSHOP





Business Licenses





CITY MANAGER REPORT (verbal)





COUNCIL COMMENTS





PUBLIC COMMENT





ADJOURNMENT





FOR YOUR INFORMATION



PUBLIC NOTICE – CITY OF SUTHERLIN
CITY COUNCIL MEETING

The July 8, 2024, City Council Meeting will begin at 7:00 p.m. in Civic Auditorium at 175 E Everett. The City has taken steps to utilize current technology in order to make meetings available to the public in compliance with ORS 192.670 – Meetings by Means of Telephone or Electronic Communication. The public is welcome to attend the meeting in person or join via Zoom.

City of Sutherlin is inviting you to a scheduled Zoom meeting.

Topic: City Council Meeting

Time: July 8, 2024 7:00 PM Pacific Time (US and Canada)

Join Zoom Meeting:

<https://us06web.zoom.us/j/87494394265?pwd=qtXrEmAGQcK5Sx2QPWna9Bgd5djsEJ.1>

Meeting ID: 874 9439 4265

Passcode: 740504

Find your local number: <https://us06web.zoom.us/u/kv8HJeSE>

Melanie Masterfield

From: Melanie Masterfield
Sent: Wednesday, July 3, 2024 8:34 AM
To: Ashley (ashley@bciradio.com); DC Commisioners (commissioners@co.douglas.or.us); Dennis Nakata; Erica Welch; Kyle-KQEN (KYLE@BCIRADIO.COM); Michael Salpino; News Desk (newsdesk@nrtoday.com); Register Guard (rgnews@registerguard.com); Roseburg Beacon (info@roseburgbeacon.com)
Subject: City of Sutherlin Council Agenda
Attachments: 8. CC JUL 8.24 Meeting.pdf

Good morning. Please see the attached agenda for City Council on July 8, 2024 at 7:00 p.m.



Melanie Masterfield, CMC

City Recorder/Community Engagement Manager

m.masterfield@ci.sutherlin.or.us

City of Sutherlin

126 E Central Ave.

Sutherlin, OR. 97479

541.459.2857 x 208

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****DO NOT REPLY ALL****