

CITY OF SUTHERLIN
Regular City Council Meeting
Sutherlin Civic Auditorium
Monday, February 12, 2018 – 7:00pm

COUNCIL MEMBERS:

MAYOR: Tom Boggs, Wayne Luzier, Dennis Riggs, Forrest Stone, Travis Tomlinson, Seth Vincent
Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
Sr. City Recorder, Debbie Hamilton
City Recorder, Diane Harris
Assistant CM/Finance Director, Dan Wilson
Community Development Director, Brian Elliott
Community Development Specialist, Kristi Gilbert
City Planner, Jamie Chartier
Public Works Superintendent, Aaron Swan
Police Chief, Troy Mills
Interim Fire Chief, Doug Dawson
Deputy Fire Chief, Avery Hazzard
Deputy Fire Chief, Dan McCormick
City Attorney, Chad Jacobs (via Skype)
Contracted Douglas County Planner, Joshua Shaklee

Audience: Joe Beador, Allen Peterson, Gary Dagle, Tami Trowbridge, Tadd Held, JoAnn Rochester, Sean Ramsey, Beth & Jim Houseman, Chuck & Peggy Brummel, Brian Burke, Mark Rochester

Meeting called to order by Mayor McKnight at 7:00pm.

Flag Salute:

Roll Call: All present

Introduction of Media: None

PUBLIC COMMENT (agenda items only)

- None

PRESENTATIONS

- **Central Avenue Sidewalks**

Staff Report – Community Development Director, Brian Elliott, reported a cost saving of approximately \$62,000 resulting from not having to repair a culvert on east Central. Therefore, the City is able to add 7,000 square feet of sidewalk repair/replacement to the project. This will provide more enhancements to the downtown corridor as well as benefit the construction process.

Questions:

- Does the sidewalk repair/replacement start at the “saw-cut line” and will end at the street? *Elliott – Yes, the replacement will span 8 feet back from the 2-foot “bulb-in”.*

Elliott reported reaching out to downtown businesses to discuss an opportunity for them in repairing *their* portion of sidewalks at their expense; some businesses have jumped on board to participate.

CONSENT AGENDA

- **January 8, 2018 Minutes – Regular Meeting**
- **January 22, 2018 Minutes – Workshop Meeting**

MOTION made by Councilor Boggs to approve Consent Agenda; second by Councilor Tomlinson.

In Favor: Councilors Boggs, Tomlinson, Luzier, Riggs, Vincent, Stone and Mayor McKnight.

Opposed: None

Motion carried unanimously.

PUBLIC HEARING

City Manager, Jerry Gillham, explained City's goal was to terminate services provided by Douglas County Planning and hire a full-time planner for about the same cost. New City Planner, Jamie Chartier, was introduced. Chartier was previously employed by Douglas County's Planning Department and was a contracted planner for the City of Winston through the county. City Manager explained Chartier and Community Development Specialist, Kristi Gilbert, will be presenting the Staff Report for the Urban Growth Boundary (UGB) Exchange.

Gilbert summarized processes that have taken place up to this point. The required TIS (Traffic Impact Study) and ODOT's (Oregon Department of Transportation) revisions to the comments have been entered into the Public Hearing record. ODOT indicated there are no significant effects to the transportation facility based on the TIS and UGB Exchange. Gilbert summarized key comments provided in the TIS 20-year projection. A written comment from Mountain View Estates, LLC, regarding the exchange was received earlier in the day. Mountain View Estates are not opposed to the UGB Exchange or necessarily in favor; however it was their desire to submit comments for the record. As new owners of the affected property, they wanted the ability to provide comment, notably stating "if the City approved the UGB they explicitly state their approval provision that the PUD stay valid and nothing in the UGB amendment invalidates or undermines the validity of the PUD or owners the ability to develop that PUD." Gilbert stated she doesn't believe the exchange has any impact on the planned PUD.

Mayor McKnight asked Councilors if any have ex parte contact, conflicts of interest or any bias to declare? None received.

- Are there any public comments in favor? None received.
- Are there any public comments in opposition? None received.
- Council discussion or questions? Councilor Stone asked for clarification for location of the PUD and the 10 acres of reserved open space mentioned in the report. ***Gilbert provided a map showing the location.***

With no further discussion Mayor McKnight closed the Public Hearing at 7:11pm.

COUNCIL BUSINESS

- **Ordinance – Urban Growth Boundary Exchange (first reading, title only)**

Mayor McKnight asked City Recorder, Diane Harris, to read Ordinance – Urban Growth Boundary Exchange, by title only. "An ordinance declaring an amendment of the City of Sutherlin Urban Growth Boundary; amendment to the Comprehensive Plan Map; amendment to the Zoning Map; and declaring the annexation by consent of certain real property; withdrawing the properties to be annexed from the Calapooia Rural Fire Protection District, and directing the filing of instruments of record with the Secretary of State, the Department of Revenue and the Douglas County Assessor".

MOTION made by Councilor Luzier to approve first reading, title only of Ordinance – Urban Growth Boundary Exchange as presented; second by Councilor Stone.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Riggs, Vincent, Stone and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Resolution No. 2018.02 – Land & Water Conservation Grant Authorization for Ford's Pond**

Staff Report – Elliott – This Staff Report encompasses both Resolutions 2018.02 and 2018.03. Staff recommends Council to approve both Resolutions to fund Projects 1 and 2A for Ford's Pond.

MOTION made by Councilor Vincent to approve Resolution No. 2018.02 – Land & Water Conservation Grant Authorization for Ford's Pond as presented; second by Councilor Riggs.

Discussion: Councilor Stone – Is City providing "in-kind" services to pay for this? ***Yes, Ford's Pond purchase price of about \$1.8 million and \$87,000 worth of Central Avenue's road grindings, to be used at the site, can be split between the two grants for the "in-kind" portions.***

In Favor: Councilors Boggs, Tomlinson, Luzier, Riggs, Vincent, Stone and Mayor McKnight.

Opposed: None

Motion carried unanimously.

- **Resolution No. 2018.03 – Local Government Grant Program for Ford’s Pond**

MOTION made by Councilor Vincent to approve Resolution No. 2018.03 – Local Government Grant Program for Ford’s Pond as presented; second by Councilor Tomlinson.

Discussion: None

In Favor: Councilors Boggs, Tomlinson, Luzier, Riggs, Vincent, Stone and Mayor McKnight.

Opposed: None

Motion carried unanimously.

REPORTS

- **System Development Charges**

City Manager, Jerry Gillham – Power Point presentation is to provide information on System Development Charge (SDC) base lines, what they actually mean, and their impact.

Points presented:

- Three principal systems correlate with SDC’s – Utilities, Infrastructure, and Services.
- Breakdown of how systems are paid for.
- The cycle of the utility and infrastructure – Planning, Financing, Engineering, Construction, and Operations/Debt Repayment.
- Distribution of utility rates and correlation to SDC’s.

Gillham explained the importance of incrementally raising rates to sufficiently cover future costs.

- SDC rate comparisons throughout Oregon and Douglas County.

City Manager explained the importance of balancing new development, demands, and benefits. It comes down to who should pay for new developments. Sutherlin is not in line with cities achieving high development. SDC’s allow for funds to be available for growth and future plans.

Questions and Concerns:

- Councilor Stone – City already has annual rate increases per CPI (Consumer Pricing Index). **Finance Director, Dan Wilson – That is lately, there was a long period of time with no increases.** We haven’t had any development in the last 2 years, SDC’s were cut in half, 80% of this community hasn’t paid one cent towards SDC’s. New construction is being penalized. Philomath charges \$24,000 for SDC’s, therefore, am sure they don’t have a lot of development. **City Manager – They are the third fastest growing city in Oregon.** City will benefit from receiving tax revenue from the new construction and utility rates.

Stone referred to what he felt were unfair issues involving previous new constructions and charges involved. City is now the most economical place to build; raising the SDC’s will stifle the building.

City Manager – The question is who is going to pay for the needed infrastructure?

- Councilor Tomlinson – Sutherlin’s fees are about 50% less than Winston, 40% of Roseburg’s, and way less than Oakland. City could increase fees by 10 or 15% still leaving room for options that would not hinder future growth.
- Councilor Stone – If you really want to generate money, you have to go back to the people in the community that haven’t paid SDC’s for 40-50 years. Suggest having a real estate tax, when a house sells City receives \$500 to put into these [SDC] funds.

Mayor McKnight asked City Manager to clarify his request from Council. **Staff is building the budget, would like have a third party study done to tell us where we should be with our SDC rates.**

Mayor McKnight asked Council for a consensus on hiring an independent company to do the study. Councilors were in agreement.

- Councilor Boggs – Councilor Stone stated cutting SDC’s would bring in development; however he just said there has been very little development in years. Feels cutting the SDC’s didn’t make any difference.
- Councilor Stone – Where is the money coming from to hire a consultant? **City Manager – It was approved during this last budget process.**

- **Budget Discussion**

City Manager – Community Development Department (CDD) is buried, they are dealing with projects plus walk-in customers, many with time consuming inquiries that CDD doesn’t charge fees for. A list of the 40-

plus projects Staff is working on, including Council’s initiatives was provided. Feels Staff has plenty on their plate for this year without adding new projects; would like to know if Council agrees in keeping the list as is. The budget will be built around this, however if Council has something to add, please let him know. Elliott – CDD is incredibly busy; some inquiries take hours to research. It’s an exciting time, but very busy.

CITY COUNCIL COMMENTS

Councilor Boggs –

- None.

Councilor Tomlinson –

- None.

Councilor Luzier –

- Don’t forget Valentine’s Day tomorrow!

Councilor Riggs –

- Confirmed SDC rates study is budgeted. *Yes, would like the study to be completed before this next budget process, depending on the outcome, may need to work some of those numbers into it.*

Councilor Vincent –

- It’s very exciting seeing development on Central Ave. and possibilities it brings to this Community.

Councilor Stone –

- How many consultants are we hiring for the Fire Services Working Group? *Two, Rick Allen and Ron Harker. Harker is an independent data researcher who can provide pure impartial facts. He has all records from Public Safety and DPSST, and will be able to present the statistics everyone is asking for.* How much will they be costing us? *If having to guess, around \$4,000.* What is the goal? *To find out if there is a better way of providing fire services than what our current model has, and what it will look like in the future with all of the city’s new developments demands.*

Councilor Stone – New commercial buildings won’t need fire protection, they’ll have fire sprinklers.

Councilor Tomlinson – That won’t change the facts that insurance rates will change, need to make sure as we grow, community safety can be maintained. It’s a way to analyze the entire situation and make a plan for the future and gain information that we are moving in the right direction.

Mayor McKnight –

- Would like to applaud the Staff for their hard work on the many projects they are faced with. Things are moving forward and appreciate them and what they are doing.

PUBLIC COMMENT –

- None.

ADJOURNMENT –

With no further business meeting adjourned at 7:50pm.

Approved: Jerry Gillham
Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris
Diane Harris, CMC, City Recorder

Todd McKnight
Todd McKnight, Mayor

APPROVED BY CITY COUNCIL, MARCH 12, 2018