

CITY OF SUTHERLIN
City Council Workshop Meeting
Sutherlin Civic Auditorium
Monday, January 22, 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
Senior City Recorder, Debbie Hamilton
City Recorder, Diane Harris
Community Development Director, Brian Elliott
Public Works Superintendent, Aaron Swan
Police Captain, Kurt Sorenson
Interim Fire Chief, Doug Dawson
City Attorney, Chad Jacobs (via Skype)

Audience: Kimberly Tomlinson, Tami Trowbridge, Beth & Jim Houseman, Brian Burke, Tadd Held,
Sean Ramsey, Allen Peterson, Floyd Van Sickle, Avery Hazzard, James Thatcher, Barb
Camin, Gail Kuntz

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

Flag Salute:

Roll Call: All present

Media: None

Mayor McKnight reported the public is welcome to comment during the workshop.

AGENDA CONFIRMATION

• **February 12, 2018 Agenda**

City Manager, Jerry Gillham, reported Finance Director, Dan Wilson, was unable to attend tonight's meeting due to illness. Therefore, Budget Discussion and System Development Charges will be moved to the February 12th meeting. City Manager requested each Council member to email him 3 to 5 priorities for this next year. Staff will create a priority report for Council to review and build into budget.

COUNCIL PRIORITY PROGRESS REPORT

City Manager – The Strategic Plan Updates are written elements included in the packet, Councilors are welcome to comment on the updates.

COUNCIL COMMENTS

Councilor Boggs –

- None.

Councilor Tomlinson –

- None.

Councilor Luzier –

- None.

Councilor Riggs –

- None.

Councilor Vincent –

- None.

Councilor Stone –

- At a previous Council meeting, a citizen who lives just outside city limits requested city water service. Has he annexed into the City and paid the necessary fees as directed by Council?
Community Development Director, Brian Elliott – Believe that has been taken care of by [CDD Specialist] Kristi Gilbert, however will report back.

- Council *used to* get reports showing Fire Department’s activities. **City Recorder, Diane Harris – [Police Office Supervisor] Gayla Holley, sends those reports to Council every month.** Have only been getting the Police report. **City Manager – The Fire activities were included with that report.** Does the report specify *who* is responding to Fire calls? **No.** How do we know how many volunteers are showing up, will we get a report telling us that information? **Yes, you will.** How many fires have we had?

Discussion continued, the email with attached reports was located. Two fires were reported in December.

- How much is it costing the City for Rick Allen to facilitate Fire Services Working Group meetings? **\$65 per hour plus mileage.**
- Streets are looking good.

Mayor McKnight –

- Attended the Senior Center’s fundraising “kick-off” last Saturday. Additional events will be held to raise funds for repairs and upgrades needed for the center. Those interested can contact the Senior Center or refer to their Facebook page.

WORKSHOP

- **Budget Discussion** – Moved to February 12th meeting
- **System Development Charges** – Moved to February 12th meeting
- **Ford’s Pond Funding Strategy**

Staff Report – Elliott reported on Ford’s Pond Community Park Phase 1 & 2 funding strategies and activities involved.

REPORTS

- **Wastewater Treatment Plant – Bidding and Construction Timeline**

Staff Report – Elliott reviewed the bidding and construction schedule. City is on track, Council is scheduled to review and award bids at the March 12th Council meeting.

Questions:

- Wetland issues are taken care of? **Yes, it was the right move for Dyer Partnership and the City to move forward rather than waiting for the contractor take care of. Have now received approval from the Army Corp of Engineers.**

STRATEGIC PLAN UPDATE

Mayor McKnight asked Council members if they had any questions regarding the Strategic Plan Updates. None were voiced.

- **Evaluate Industrial Lands Inventory, Establish Timeline, and Current Contractual Conditions and Options**
- **Storage Tank Upgrade Timelines**

ADJOURNMENT –

With no further business meeting adjourned at 7:11pm.

Jerry Gillham

Approved:

Jerry Gillham, City Manager

Respectfully submitted by,

Diane Harris

Todd McKnight

Diane Harris, CMC, City Recorder

Todd McKnight, Mayor

APPROVED BY CITY COUNCIL, FEBRUARY 12, 2018