

CITY OF SUTHERLIN
Workshop City Council Meeting
Sutherlin Community Center
Monday, January 25, 2021 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Joe Groussman, Debbie Hamilton, Michelle Sumner, Seth Vincent and
Larry Whitaker

MAYOR: Todd McKnight

CITY STAFF: City Manager, Jerry Gillham
Finance Director/Assistant City Manager, Dan Wilson
City Recorder, Diane Harris
Deputy City Recorder, Melanie Masterfield
Community Development Director, Brian Elliott
Community Development Supervisor, Kristi Gilbert
City Planner, Jamie Chartier
Public Works Director, Aaron Swan
Police Chief, Troy Mills
Deputy Fire Chief, Scott McKnight
Emergency Operations Manager, Dennis Riggs
Library Director/Urban Renewal Administrator, Pat Lynch

Audience: None

Via Zoom: None

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

Flag Salute:

Roll Call: All present

Introduction of Media: None

PUBLIC COMMENT

- None

COUNCIL BUSINESS

- **Liquor License Approval – Sol De Sutherlin**

Staff Report – Police Chief, Troy Mills, asked Council to approve a liquor license for Sol De Sutherlin – a current, local restaurant that has moved to a new location in city limits. Mills stated that no disqualifying information was found by the Oregon Liquor Control Commission (OLCC).

MOTION made by Councilor Hamilton to approve Liquor License – Sol De Sutherlin as presented; second by Councilor Groussman.

Discussion: None

In Favor: Councilors Vincent, Whitaker, Hamilton, Groussman, Sumner, Boggs and Mayor McKnight.

Opposed: None

Motion carried unanimously.

WORKSHOP

- **Council Priorities**

Sutherlin Area Chamber of Commerce President, Tami Trowbridge, facilitated tonight's workshop meeting. Council and staff broke out into three groups at 7:13 p.m. Councilors partnered up and rotated between the three groups, spending 15 minutes at each station, discussing with staff, important goals.

- Group One: Community Development
- Group Two: Public Safety
- Group Three: Public Works / Utilities

Councilor Boggs – How is the City’s budget doing? Are there any issues to consider? ***Finance Director, Dan Wilson – Through the month of January, we’re ahead of where we were last year in terms of property taxes for the General Fund – an estimated \$60,000. Franchise Fees are a little higher and the Gas Tax Fund is a bit behind schedule but it’s starting to pick up. Transient Room Tax (TRT) totals have been greatly reduced by COVID; that unfortunate circumstance doesn’t alter tonight’s discussions. Utility revenues have remained stable.*** What about the Federal Government’s projections? ***The city has been very accommodating to help customers in need.*** ***City Manager, Jerry Gillham – The City applied for and received funds from the Cares (Coronavirus Aid, Relief, and Economic Security) Act, in the amount of \$242,000 and was deposited into the General Fund to be allocated during the budget process.***

Councilor Hamilton – Is staff still on rotating schedules? ***Gillham – Yes, until Douglas County is out of the High Risk category for COVID.***

Gillham – This workshop has been done annually for the last six years. The City’s Strategic Plan was created in collaboration with staff and broad community input to devise a vision and eight goals. Within those goals, committees formed and created core objectives which shaped the framework for the Strategic Plan. This workshop provides Council an opportunity to view staff’s priorities and to propose new ideas that will partner with our vision. Once Council and staff have prioritized those goals, the City’s budget is then based around those priorities.

Council and staff reconvened at 8:11 p.m. for group discussion.

Gillham suggested - Staff compile tonight’s information, build a staff report based on what they can feasibly accomplish in the next two years, and report back to Council with a timeline.

Council consensus was to have staff report back with a timeline of itemized priorities for further discussion.

ADJOURNMENT

With no further business meeting adjourned at 8:30 p.m.

Approved:

Jerry Gillham

Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield

Melanie Masterfield, Deputy City Recorder

Todd McKnight

Todd McKnight, Mayor

APPROVED BY COUNCIL ON FEBRUARY 8, 2021