

CITY OF SUTHERLIN
City Council Meeting
Civic Auditorium
Monday, September 12, 2022 – 7:00pm

COUNCIL MEMBERS:

Tom Boggs, Gary Dagel, Joe Groussman, Debbie Hamilton, Shawn Smalley and Larry Whitaker

MAYOR: Michelle Sumner

CITY STAFF: City Manager, Jerry Gillham

Finance Director, Tami Trowbridge

City Recorder/HR Director, Diane Harris

Deputy City Recorder, Melanie Masterfield

Public Works Director, Aaron Swan

Community Development Director, Brian Elliott

Community Development Supervisor, Kristi Gilbert

Livability Services Director/Library Director, Pat Lynch

Police Chief, Troy Mills

Fire Chief, Mike Lane

City Attorney, Chad Jacobs (via Zoom)

Audience: Wayne Ellsworth (President of Umpqua Heart), Jim & Beth Houseman, Tony Rosa, Joan & John Herrmann, Janice Franklin, James & Kathleen Van Noy, Julie & Roger Cox, Rod Ziegenhagel, Jean & Dave Owen, Bob & Sue Johnson, Bruce Conner, Michael Hogsett, Darb Camin, Dan Urban, Craig Hart, Mike & Cam Maurice, Joe Keady

Via Zoom: Larry Bahr, Leaha Magee

Meeting called to order by Mayor Sumner at 7:03 p.m.

Flag Salute:

Roll Call: Excused – Councilor Smalley

Introduction of Media: None

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

PUBLIC COMMENT (agenda items only)

- President of Friends of Ford's Pond, Jim Houseman, provided an introduction for Tony Rosa. He refers to Tony as the "Ambassador" of the park and is one of the most valued volunteers. Houseman expressed great appreciation for Rosa and all the help/work he does at Ford's Pond.

PRESENTATIONS:

- **Certificate of Appreciation – Friends of Ford's Pond Volunteer**

Mayor Sumner invited Tony Rosa to the podium. Rosa was thankful for the kind remarks. He thanked Council and Friends of Ford's Pond for their partnership and allowing people to give back to the community. Rosa was presented with a Certificate of Appreciation for volunteering nearly 3,000 hours maintaining the Ford's Pond grounds; a round of applause followed.

CONSENT AGENDA

- **August 8, 2022 Minutes – Regular Meeting**

MOTION made by Councilor Boggs to approve Consent Agenda as presented; second by Councilor Whitaker.

Discussion: None

In favor: Councilors Groussman, Hamilton, Boggs, Dagel, Whitaker and Mayor Sumner.

Opposed: None

Motion carried unanimously.

COUNCIL BUSINESS

- **Budget Committee & Planning Commission Application Approvals**

Staff Report – City Recorder, Diane Harris – The City received two applications for appointment. One from Bruce Connor for the Budget Committee – term ending December 31, 2024; the other from Michael Hogsett for the Budget Committee and Planning Commission – terms ending December 31, 2024.

Applicants were invited to the podium to speak on their behalf.

Bruce Connor – Introduced himself and would like to get involved.

Michael Hogsett – Introduced himself. Moved to Sutherlin from Drain where he served on City Council and also the Planning Commission. Wants to get involved.

MOTION made by Councilor Boggs to appoint Bruce Connor and Michael Hogsett to Budget Committee – terms ending December 31, 2024; appoint Michael Hogsett to Planning Commission – term ending December 31, 2024 as presented; second by Councilor Groussman.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **LOC Voting Delegate Designation**

Staff Report – Harris asked Council to select a Voting Delegate and Alternate Delegate to represent the City of Sutherlin at the League of Oregon Cities (LOC) Conference October 5-7, 2022.

MOTION made by Councilor Boggs to appoint Councilor Groussman as LOC Voting Delegate and City Manager, Jerry Gillham as alternate Voting Delegate as nominated; second by Councilor Hamilton.

Discussion: None

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

Opposed: None

Motion carried unanimously.

- **Resolution 2022.11 – Ford’s Pond Design & Construction Amendment**

Staff Report – Community Development Director, Brian Elliott – Resolution 2022.11 is authorizing a contract amendment for design and construction related activities at Ford’s Pond. Additional grant funding was received for further improvements within the scope of work. An amendment to the current contract is warranted to include the additional work authorized by the new grant funding. Further improvements will include:

- Purchase and installation of additional play equipment
- Construction of ADA-parking for RV/buses
- Sidewalks & ramps
- Bioswale
- Lighting
- Furnishings & landscaping
- Additional security cameras

MOTION made by Councilor Boggs to approve Resolution 2022.11 – Ford’s Pond Design & Construction Amendment as presented; second by Councilor Whitaker.

Discussion:

- Councilor Boggs – Are there any matching funds? *Elliott – Not currently. Until bids are received, matching funds are unknown.* What is the cost of this project? *The overall project is just over \$3 million.*

In favor: Councilors Groussman, Hamilton, Boggs, Dagel, Whitaker and Mayor Sumner.

Opposed: None

Motion carried unanimously.

- **Psilocybin Restrictions**

Staff Report – City Attorney, Chad Jacobs, asked Council to provide staff direction for time, place and manner regulations for psilocybin facilities in the City of Sutherlin. Jacobs provided a brief overview of Measure 109 – Legalized the use of psilocybin in Oregon under certain circumstances. Several reasonable time, place, and manner restriction options for manufacturing facilities and service centers were listed in the staff report for Council to consider.

Discussion between Jacobs, staff and Council ensued.

Council and staff consensus is for Council to provide Elliott with their guidelines by September 30th. He will send them to Jacobs to draft an ordinance and bring back to Council in October.

- **ARPA Fund Priorities**

Staff Report – Finance Director, Tami Trowbridge, provided a brief overview of allocated monies and asked for Council’s direction for the balance of funds. Expenditures, projected expenses, and requests as follows:

Total received: \$1,817,277.51

Expenditures:

- Central Park Event Stage: \$488,050
- Homeless Camp improvements & monthly expenses: \$32,130
- Concept drawings for Parkhill Reroute & Recreation Park: \$8,355
- Small park projects; including dog park and Central Park Plaza improvements: \$32,080

Projected Expenses:

- Nonpareil Water Treatment Plant paving: \$170,000
- Safe Routes to School Wetland & Design on Waite St.: \$220,000
- Shortfall on Ford’s Pond grants from cost increases: \$200,000
- 10% match & possible shortfall on ODOT project of flashing crosswalk beacons at Central/Comstock and Central/Mardonna: \$95,000
- Ford’s Pond boardwalk/path due to wetlands: \$150,000

Requests:

- Water Infrastructure Improvements at Cooper Creek (compliance issue): \$350,000
- Rescue Quad for emergency services: \$40,000

Estimated funds remaining: \$31,662.51

Public Works Director, Aaron Swan provided a brief explanation for the request of funds for water infrastructure.

MOTION made by Councilor Whitaker to approve ARPA Fund Commitments as presented; second by Councilor Hamilton.

Discussion:

- Mayor Sumner – Questioned why Nonpareil paving is being used with ARPA funds and not budget funds. *Swan – Paving can certainly be paid out of Public Works budget.* What about an event center? *Gillham – Urban Renewal funds have been set aside for that project.*

- Councilor Hamilton – Will we be getting more ARPA funding? *Gillham – There could potentially be more Federal funds, but they would not be ARPA (Infrastructure Bill).* Expressed appreciation for the funds.
- Trowbridge suggests holding on to the balance of the funds for the time being.
- Councilor Groussman – Will the Cooper Creek water infrastructure be completed in time to utilize the ARPA funds by the deadline? *Swan – Yes.*

In favor: Councilors Groussman, Hamilton, Boggs, Dagele, Whitaker and Mayor Sumner.

Opposed: None

Motion carried unanimously.

STRATEGIC PLAN UPDATE

- **Construction Bid Award Update – Ford’s Pond Community Park Improvement Project 1 (Phase 2) & Project 2A/2B (Phase 2) (verbal)**

Elliott – With the approval of the above mentioned Resolution, the project can move forward. A meeting is scheduled for Wednesday with Dougherty Landscape Architects (DLA) staff and Friends of Ford’s Pond to design a new scope of work. Once completed, a contract will be negotiated. The plan is by the end of December/January, the design will be complete, then go out to bid in March, and construction completed in late fall of 2023.

CITY MANAGER REPORT (verbal)

- Congratulated Trowbridge for receiving a National Distinguished Budget Presentation Award for the City’s budget.
- Congratulated Deputy City Recorder, Melanie Masterfield for achieving her Certified Municipal Clerk (CMC) designation.
- Homeless Update – Umpqua Heart President, Wayne Ellsworth, and Livability Services Director, Pat Lynch, provided an outline of progress towards building a regional center in Roseburg for Douglas County. Ellsworth explained many successes at the camp (Hastings Village):
 - Started out with 6 individuals camping in November 2021.
 - Currently there are 26 Sutherlin resident campers.
 - Since November 2021, 51 individuals have been helped into other living accommodations.
 - Hastings Village is completely self-governed with a list of expectations and accountabilities.
 - The individuals have created a council that developed a chores list.
 - The Hastings Village property is completely maintained by the residents.
 - 4 individuals are receiving treatment and have been reunited with family.
 - ADAPT, HIV Alliance, Umpqua Health Alliance, WorkSource Douglas, Easter Seals, Veteran Program, and Douglas Public Health Network all provide services to Hastings Village.
 - Many volunteers from St. Vincent De Paul, Family Church, Sutherlin/Oakland Food Pantry, Seventh Day Adventist, Church of God of Prophecy, and St. Francis Xavier Catholic Church have helped and donated needed goods to the residents.
 - Residents have the ability to work to pay off fines.

Further discussion ensued between Council, staff, Ellsworth, and Lynch.

CITY COUNCIL COMMENT

Councilor Groussman

- Nothing to report.

Councilor Hamilton

- Thanked the City for helping make Music Off Central happen.
- Thanked the citizens for enjoying it.

Councilor Boggs

- Nothing to report.

Councilor Dage

- Recognized the Blackberry Festival for putting on a great event.
- Asked Library Director, Pat Lynch, about parking issues at the Library. *Lynch explained.*

Councilor Whitaker

- What was the result from the meeting with the Judge and the Chapel of the Roses building owner? *Elliott – the court date has been postponed.*
- Is there a camera at Hartley Park? *Elliott – No.*

Mayor Sumner

- Spaghetti Dinner was very successful at the Fire Department.

PUBLIC COMMENT (Off Agenda Items)

- None

ADJOURNMENT

With no further business, meeting adjourned at 8:29 p.m.

Approved: *Jerry Gillham*

 Jerry Gillham, City Manager

Respectfully submitted by,

Melanie Masterfield

 Melanie Masterfield, Deputy City Recorder

Michelle Sumner

 Michelle Sumner, Mayor

APPROVED BY MAYOR AND COUNCIL ON OCTOBER 10, 2022